

Senate
Senate Chamber
Room E3-262 Engineering Building
WEDNESDAY, March 7, 2018
1:30 p.m.

A G E N D A

I MATTERS TO BE CONSIDERED IN CLOSED SESSION - none

II CANDIDATE FOR DEGREE NOTWITHSTANDING A DEFICIENCY

III MATTERS RECOMMENDED FOR CONCURRENCE WITHOUT DEBATE

1. **Report of the Executive Committee of the Faculty of Graduate Studies on Course and Curriculum Changes RE: Departments of Accounting and Finance, Human Anatomy and Cell Science [January 31, 2018]** Page 4
2. **Revision to the Academic Schedule for 2018-2019, Bachelor of Education** Page 6
3. **Report of the Senate Committee on Medical Qualifications RE: Dr. Magimairajan Issai Vanan** Page 8

Dr. Vanan's curriculum vitae will be available for inspection by members of Senate in the Office of the University Secretary and in the Dean's Office, College of Medicine, prior to the March Senate meeting.

IV MATTERS FORWARDED FOR INFORMATION

1. **Candidates for Degrees, Diplomas, and Certificates [February 2018]** Page 16
2. **Memo from University Secretary RE: Reminder, Location of April 4, 2018 Senate Meeting at Bannatyne Campus** Page 22
3. **Reports of the Senate Committee on Awards**
 - a) **Part A [December 19, 2017]** Page 23
 - b) **Part A [January 16, 2018]** Page 32
4. **Report of the Senate Committee on Appeals [January 2, 2018]** Page 38
5. **Annual Report of the University Discipline Committee** Page 40
6. **Proposed Admission Targets, 2018/2019** Page 160

| | | |
|------|--|----------|
| 7. | Correspondence from President and Vice-Chancellor RE: Suspension of Admissions to Baccalaureate Program for Registered Nurses, President's Approval | Page 162 |
| 8. | Correspondence from Provost and Vice-President (Academic) RE: Consideration of Academic Freedom Issues when Reviewing International Articulation Agreements | Page 163 |
| 9. | Correspondence from Vice- Provost (Integrated Planning and Academic Programs) | |
| a) | RE: Implementation of Concentrations in Health Policy, Planning and Evaluation; Health Promotion and Education; and Family Health, Bachelor of Health Studies | Page 165 |
| b) | RE: Implementation of Aerospace Stream, Bachelor of Science in Engineering (Mechanical) | Page 166 |
| 10. | Implementation of Temporary Suspension of Admissions to Bachelor of Science (Honours) and Bachelor of Science (Major) in Biotechnology | Page 167 |
| 11. | Report of the Senate Committee on University Research RE: Establishment of Food Systems Research Group | Page 169 |
| V | <u>REPORT OF THE PRESIDENT</u> | Page 174 |
| VI | <u>QUESTION PERIOD</u> | |
| | Senators are reminded that questions shall normally be submitted in writing to the University Secretary no later than 10:00 a.m. of the day preceding the meeting. | |
| VII | <u>CONSIDERATION OF THE MINUTES OF THE MEETING OF JANUARY 3, 2018</u> | |
| VIII | <u>BUSINESS ARISING FROM THE MINUTES</u> - none | |
| IX | <u>REPORTS OF THE SENATE EXECUTIVE COMMITTEE AND THE SENATE PLANNING AND PRIORITIES COMMITTEE</u> | |
| 1. | <u>Reports of the Senate Executive Committee</u> | |
| a) | <u>January 24, 2018</u> | Page 188 |
| b) | <u>February 14, 2018</u> | Page 189 |
| 2. | <u>Report of the Senate Planning and Priorities Committee</u> | |

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

| | | |
|------------|---|----------|
| X | <u>REPORTS OF OTHER COMMITTEES OF SENATE, FACULTY AND SCHOOL COUNCILS</u> | |
| 1. | <u>Reports of the Senate Committee on Awards</u> | |
| a) | <u>Part B [December 19, 2017]</u> | Page 190 |
| b) | <u>Part B [January 16, 2018]</u> | Page 195 |
| 2. | <u>Proposal for a Bachelor of Music (Music Education), Desautels Faculty of Music</u> | Page 198 |
| a) | <u>Report of the Senate Committee on Curriculum and Course Changes</u> | Page 265 |
| b) | <u>Report of the Senate Planning and Priorities Committee</u> | Page 267 |
| 3. | <u>Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes RE: Department of Physics and Astronomy</u> | Page 269 |
| 4. | <u>Reports of the Senate Committee on University Research</u> | |
| (a) | <u>RE: Proposal for Chair in Child Health Evidence Based Medicine, Max Rady College of Medicine</u> | Page 277 |
| (b) | <u>RE: Proposal for Chair in Pediatrics and Child Health, Max Rady College of Medicine</u> | Page 285 |
| (c) | <u>RE: Proposal for Chair in Human Rights and Social Justice, Faculty of Law</u> | Page 292 |
| XI | <u>ADDITIONAL BUSINESS</u> | |
| 1. | <u>Approval Authority Delegation for Convocation Lists</u> | Page 298 |
| XII | <u>ADJOURNMENT</u> | |

Please call regrets to 204-474-6892 or 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 has responsibility for all matters relating to the submission of graduate course, curriculum and program changes. Recommendations for new programs or changes 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 or program changes.
3. The Faculty of Graduate Studies Executive Committee met on the above date to consider proposals from the Dept. of Accounting and Finance, and Dept. of Human Anatomy and Cell Science.

Observations

1. The **Accounting and Finance** proposes the modification of one course to update the course description due to a change in course pre-requisite numbering.

Course Modification

ACC 7010 Accounting Fundamentals

3

This course covers the underlying accounting, with an emphasis on the interpretation of accounting information and its usefulness to stakeholders. Prerequisite: MSCI 5110 Basic Quantitative Analysis for Management 1 AX (auxiliary) cr hrs. Not to be held with ACC 6050.

NET CREDIT HOUR CHANGE

NO CHANGE

2. The **Human Anatomy and Cell Science** proposes the modification of one course to update the course description due to a course no longer exists.

Course Modification

ANAT 7060 Advanced Human Macroscopic Gross Anatomy

6

Dissection with special emphasis on regions relative to the research projects and interests of students concerned. Both terms.

NET CREDIT HOUR CHANGE

NO CHANGE

Recommendations

The Executive Committee recommends THAT: the course changes from the units listed below be approved by Senate:

Accounting and Finance
Human Anatomy and Cell Science

Respectfully submitted,

Dr. Todd A. Mondor, Chair
Faculty of Graduate Studies Executive Committee

/ch

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

MEMO

REGISTRAR'S OFFICE

Room 400 University Centre

PH: 474-9425

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



UNIVERSITY
OF MANITOBA

Date: January 18, 2018

Memo To: Senate

From: Neil Marnoch, Registrar

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

Re: Revision to the Academic Schedule for 2018-2019 – Bachelor of Education

Please consider the changes below that have been submitted by the Faculty of Education. I support these revisions to the 2018-2019 Education Academic Schedule. These changes are applicable to students in the Bachelor of Education program.

The Director of School Experiences (SEO Director) was on leave in the Fall Term when the academic schedule for 2018-2019 was developed. Upon return of the program director some problems with the approved schedule were identified and the changes are requested.

1. Switching dates - Rationale: It is imperative that B.Ed. students (particularly Year 1's) have their orientation prior to spending time in the schools.

Orientation from September 7 to September 4

Practicum Block from September 4-6 to September 5-7

2. Switching dates - Rationale: A Program Day on the first day of University classes is difficult for Education staff to pull together in the short first week of January; B.Ed. students will benefit from being in the schools on the first day back in the public school system; and from a program day that is later in the term when they have had a few weeks of courses.

Program Day from January 7 to January 28

Practicum Monday from January 28 to January 7

3. Extending dates - adding two school days to the end of the Fall Term Practicum - Rationale: B.Ed. students need to attend a government mandated minimum of 30 days practicum days in each term. Adding two school days gives needed flexibility to students who may need to miss a day of practicum due to illness, snow days, etc.

Fall Term Practicum Block from November 19 - December 14, 2018 to November 19 - December 18, 2018.

4. On 1.8.3 Term Breaks – the note indicating 'dates may vary by school division and/or by placement' should be at the top in reference to all the breaks, not just the Winter Practicum Break.

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

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) | December 3 to 14, 2018 |
| Winter Term | May 6-17, 2019 |

Year 4/IDDP 2

| | |
|---|-------------------------|
| Fall Term (includes tests and midterm exams for Fall/Winter Term classes) | December 10 to 14, 2018 |
| Winter Term | January 14-18, 2019 |

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.

1.8.1 Orientation

September 4, 2018

1.8.2 Start and End Dates

Fall Term

| | |
|------------------|---|
| Practicum Block | <u>September 5 to 7, 2018</u> |
| Practicum Monday | September 10, 17, & 24; October 1, 15, & 29; November 5, 2018 |
| Classes | September 11 to November 9, 2018 |
| Practicum Block | November 19 to <u>December 18, 2018</u> |

Winter Term

| | |
|-------------------|--|
| Program Days | <u>January 28, 2019</u> |
| Classes | January 8 to March 15, 2019 |
| Practicum Mondays | <u>January 7, 14, & 21</u> ; February 4, 11, & 25; March 4 & 11, 2019 |
| Practicum Block | March 18 to 22; April 1 to 25, 2019 |

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

Note: Dates may vary by school division and/or practicum placement.

| | |
|------------------------|----------------------|
| Fall Term Break | see section 1.2.5 |
| Winter Term Break | see section 1.2.5 |
| Winter Practicum Break | March 25 to 29, 2019 |

1.8.4 Examination and Test Dates

| | |
|---------------------------|-------------------|
| Fall Term (as required) | November 10, 2018 |
| Winter Term (as required) | March 16, 2019 |

Rady Faculty of Health Sciences
Academic Affairs Office
203F/201 Medical Services
Building
750 Bannatyne Avenue
Winnipeg, Manitoba
Canada R3E 0W2
Phone: 204-977-5647

February 7, 2018

Ms. Shannon Coyston, Academic Specialist
Office of the University Secretary
314C Administration Building

Re: Application for Approval under Section 64 of the Manitoba Medical Act - Dr. Magimairajan Issai Vanan

Dear Colleagues:

The Senate Committee on Medical Qualifications met to consider the application from the Department of Pediatrics and Child Health, Max Rady College of Medicine, Rady Faculty of Health Sciences, University of Manitoba, to grant Dr. Issai Vanan a certificate under the academic seal of the university. Dr. Issai Vanan's Curriculum Vitae and letters of support are enclosed.

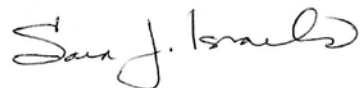
Dr. Issai Vanan received his Bachelor of Medicine and Bachelor of Surgery (MBBS) from the Bangalore University in Bangalore, India, in 1992. He completed his residency with an MD degree in 1997, at the Post Graduate Institute of Medical Education and Research in Chandigarh, India. He specialized in Pediatric Hematology-Oncology and Neuro-Oncology, completing a fellowship at the Cohen Children's Medical Center of New York in 2009, and a fellowship in Pediatric Neuro-Oncology in 2010.

Dr. Issai Vanan was appointed as an Assistant Professor in 2012. He has successfully secured local, national and international research funding for eight different grants since his appointment and has established an independent research program. He has led or contributed to 15 peer reviewed publications and has published four book chapters. He is recognized as an excellent teacher in the clinical realm, by students and colleagues alike. In his research laboratory he is guiding multiple trainees in a trajectory to obtain their degree. His clinical service is primarily in the care of children with central nervous system tumours. His expertise in this area has enhanced the Pediatric Neuro-Oncology clinical program.

The Senate Committee on Medical Qualifications unanimously supports this application for use of Section 64. The Head, Department of Pediatrics and Child Health, Dr. Klassen considers, and the Senate Committee on Medical Qualifications agrees, that Dr. Issai Vanan's expertise in Neuro-Oncology will be highly beneficial in the Section of Pediatric Hematology-Oncology, Department of Pediatrics and Child Health, Max Rady College of Medicine, Rady Faculty of Health Sciences and the University of Manitoba.

The Senate Committee on Medical Qualifications would appreciate your support for this application to grant Dr. Issai Vanan a certificate under the academic seal of the University to the College of Physicians and Surgeons of Manitoba.

Sincerely,



Sara J. Israels, MD FRCPC
Vice Dean, Academic Affairs, Rady Faculty of Health Sciences
Chair, Senate Committee on Medical Qualifications

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

Cc: Dr. Terry Klassen, Head, Department of Pediatrics and Child Health
Dr. Brian Postl, Dean, Max Rady College of Medicine, Vice Provost, Rady Faculty of Health Sciences
Dr. Anna Ziomek, Registrar, College of Physicians & Surgeons of Manitoba

/ck

January 5, 2018

Dr. Sara Israels, Associate Dean Academic
Chair, Senate Committee on Medical Qualifications
Max Rady College of Medicine, Rady Faculty of Health Sciences

Dear Dr. Israels,

I am writing in strong support of Dr. Magimairajan Issai Vanan's academic licensing through Section 64, to allow us to retain this outstanding Pediatric Neuro-Oncology specialist. Over the past five years, Dr. Vanan has played a central role in the specialty care for children in the Pediatric Hematology-Oncology Section, Department of Pediatrics and Child Health, and in CancerCare Manitoba, and we very much wish to see him continue his excellent work.

Dr. Vanan received his Bachelor of Medicine and Bachelor of Surgery (MBBS) from the Bangalore University in Bangalore, India, in 1992. He completed his residency with an MD degree in 1997, at the Post Graduate Institute of Medical Education and Research in Chandigarh, India. He obtained a second Medical Degree at Brookdale University Hospital Medical Center, New York, USA in 2006. He specialized in Pediatric Hematology-Oncology and Neuro-Oncology, completing a fellowship at the Cohen Children's Medical Center of New York in 2009, and a fellowship in Pediatric Neuro-Oncology in 2010 at the same institution. In addition, Dr. Vanan completed a post-doctoral research fellowship in Oncology and Cell Biology at the Feinstein Institute for Medical Research between 2008 and 2012.

After a two year appointment to Hofstra University, Long Island, New York, Dr. Vanan was recruited to the University of Manitoba and CancerCare Manitoba in 2012. The Department of Pediatrics has highly valued Dr. Vanan's contributions to our institution and patient population, providing expertise in a niche area within the realm of Hematology-Oncology care, while continuing very strong research collaborations at a national and international level.

Dr. Vanan has continued the momentum in his research career since coming to Winnipeg. He has successfully secured or transferred local, national and international research funding for eight different grants over his tenure with the University of Manitoba, six of which as Principle Investigator, totaling a value of more than \$1,500,000. He led or contributed to 15 peer reviewed publications and published four book chapters over the course of those years, some well cited and of high impact, and has been involved extensively in the presentation of his research national and international conferences.

Dr. Vanan is dedicated to the education of undergraduate and postgraduate students at the University of Manitoba, committing to weekly lectures in fall and winter sessions in a range of topics relevant to his area of expertise. Dr. Vanan is celebrated as an excellent teacher in the clinical realm, by students and colleagues alike. In his research laboratory, he is guiding multiple trainees in a trajectory to obtain their degree.

To speak to Dr. Vanan's achievements and high potential, I am providing you with 3 reference letters, two of which were provided by members of the Division of Pediatric Hematology-Oncology at the University of Manitoba, and one from a relevant external collaborator at the University of Alberta, Edmonton, Alberta.

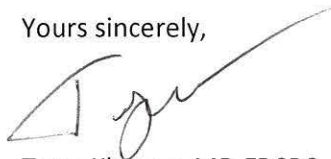
Dr. David Eisenstat, Chair of the Department of Oncology in the Faculty of Medicine and Dentistry, University of Alberta, speaks to Dr. Vanan's outstanding achievements in the realm of research, and his extensive network and success in national and international collaborations. He cites Dr. Vanan's encyclopedic knowledge and expertise in Pediatric Neuro-Oncology, a rare quality, certainly since it is combined with an interest in translational cancer research in the field of childhood brain tumours. Dr. Eisenstat concludes that Dr. Vanan's success in competitive peer-reviewed funding 'demonstrates the confidence of committees in the discovery science and translational potential of his promising research program.'

Dr. John Doyle, Head of Pediatric Hematology/Oncology at the University of Manitoba and CancerCare Manitoba, provides an equally glowing letter of support, citing Dr. Vanan's dedication and his achievements in care delivery, research and education. He writes that Dr. Vanan has established multi-disciplinary care processes and regular conferencing for better patient management in Pediatric Neuro-Oncology. In regards with his research program, Dr. Doyle points out that Dr. Vanan has put Pediatric Hematology-Oncology on the map as a participant in nationwide trials and reiterates the exceptional results in grants and publications in such an early stage of someone's career.

Dr. Geoff Cuvelier, Director of the Pediatric Blood and Marrow Transplant Program in Pediatric Hematology-Oncology at CancerCare Manitoba, speaks to the niche expertise of Dr. Vanan, the high quality of his medical care and teaching, and his well-established research program. He states that Dr. Vanan would certainly be difficult to replace and children in our province are well served by his continued appointment to the University of Manitoba, and CancerCare Manitoba.

In closing, I would like to reiterate that Dr. Vanan brings great strength to the University of Manitoba, enhancing research, care and education in Pediatric Neuro-Oncology. He already has proven himself to be a superb academic clinician in an area that is in great need of his skills and expertise. He has permanent resident status in Canada and is happy with his family in Winnipeg, committed to improving outcomes for Manitoba children. I highly encourage the committee to grant his Section 64 to facilitate his continued appointment to the University of Manitoba and CancerCare Manitoba.

Yours sincerely,



Terry Klassen, MD FRCPC

Professor and Head, Department of Pediatrics and Child Health

Max Rady College of Medicine, Rady Faculty of Health Sciences, University of Manitoba

Medical Director, Child Health Program

Winnipeg Regional Health Authority



Winnipeg Regional
Health Authority
Caring for Health

Office régional de la
santé de Winnipeg
À l'écoute de notre santé



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Past Chairs

Dr. A.J.B. McEwan, Professor & Chair, July 1, 2007 – June 30, 2017

Dr. Carol Cass, Professor & Chair, July 1, 1996 – June 30, 2007 (Professor Emerita)

Dr. Anthony Fields, Associate Professor & Acting Chair, July 1, 1993 – June 30, 1996 (Professor Emeritus)

Sara Israels, MD, FRCPC

Professor and Vice-Dean, Academic

Rady Faculty of Health Sciences

Chair, Senate Committee on Medical Qualifications

S203 Medical Services Building

Bannatyne Campus, University of Manitoba

sara.israels@umanitoba.ca

December 26, 2017

Dear Dr. Israels:

**Re: Dr. Magimairajan Issai Vanan, Assistant Professor, Department of
Pediatrics and Child Health, University of Manitoba**

I am writing to strongly support your committee's endorsement of Dr. Vanan's application for academic medical licensure in the Province of Manitoba.

I have known Dr. Vanan for approximately 6 years, initially while he was under consideration for recruitment from the Cohen Children's Medical Center of New York where he completed training in Pediatric Hematology/Oncology and subsequently Pediatric Neuro-Oncology under the supervision of Dr. Mark Atlas prior to joining the faculty as a translational researcher supported by the St. Baldrick's Foundation. At the time, the Section of Pediatric Hematology, Oncology and Stem Cell Transplantation, CancerCare Manitoba and the Department of Pediatrics and Child Health were especially interested in finding a well-trained physician who could look after children with benign and malignant disorders of the blood and cancer, with special expertise in brain tumours. Pediatric Neuro-Oncology is not a popular area within Pediatric Hematology/Oncology. Even rarer is the individual who is also dedicated to a career in translational cancer research in the field of childhood brain tumours. Dr. Vanan is one of these uncommon individuals who as clinician-scientists are capable and compassionate physicians while concurrently focused on discovering new insights into malignant brain tumours towards developing novel therapeutics.

Since his recruitment to Winnipeg, Dr. Vanan has successfully transferred a Career Development Award from the prestigious and highly competitive St. Baldrick's (USA) Foundation to establish an independent laboratory at the Research Institute of Oncology & Hematology, CancerCare Manitoba. Moreover, he has capably served as a resource neuro-oncologist to the members of the Section of Pediatric Hematology, Oncology and Stem Cell



Dr. M. I. Vanan, University of Manitoba

Transplantation, Department of Pediatrics and Child Health. Of equal importance, Dr. Vanan has represented the University of Manitoba at key regional, national and international symposia and conferences, including but not limited to: the Canadian Pediatric Brain Tumour Consortium, Western Canadian Childhood Cancer Research Network (WC3RN), Canadian Cancer Research Conference (CCRC), Children's Oncology Group (COG), American Society of Pediatric Hematology/Oncology (ASPHO), the Society of Neuro-Oncology (SNO) and the International Symposium on Pediatric Neuro-Oncology (ISPNO).

Based upon Dr. Vanan's encyclopedic knowledge and expertise in Pediatric Neuro-Oncology, he and I have collaborated on several projects including his well-regarded and cited first author review articles on pediatric high grade gliomas and brain stem gliomas in *Frontiers in Oncology* (2015), *Neurotherapeutics* (2017), and *Neuro-Oncology Practice* (2014, Oxford University Press) and two chapters in *Pediatric Neuro-Oncology* (Springer, 2015), a textbook with contributions from the members of the Canadian Pediatric Brain Tumour Consortium. I have also recruited Dr. Vanan to join the Society for Neuro-Oncology's Awards Committee when I chaired the committee as well as to the Abstracts review committee for the Canadian Neuro-Oncology conference held in Toronto in 2016 when I served as Scientific Chair.

Dr. Vanan has already obtained competitive peer-reviewed funding from various local/regional, provincial and national sources as a PI or co-investigator. These organizations include: CancerCare Manitoba, the Manitoba Medical Science Foundation, the Cancer Research Society (national), the Winnipeg Health Sciences Foundation, the Children's Hospital Foundation of Manitoba and the CIHR (national). This impressive list of awards early in his academic career demonstrate the confidence that various peer review committees have in the discovery science and translational potential of Dr. Vanan's promising research program.

Therefore, it is without hesitation and with full confidence that I offer my highest recommendation for the retention of Dr. Vanan at the Rady College of Medicine and CancerCare Manitoba as a Pediatric Hematologist/Oncologist, Pediatric Neuro-Oncologist and clinician-scientist. Dr. Vanan is a credit to the profession and a highly valued asset to our Canadian Pediatrics community.

Yours sincerely,



David D. Eisenstat, MD, MA, FRCPC
Chair, Department of Oncology
Muriel & Ada Hole Kids with Cancer Society Chair in Pediatric Oncology
Professor, Departments of Oncology, Pediatrics and Medical Genetics
University of Alberta

Cc: Dr. T. Klassen, Professor and Chair, Department of Pediatrics & Child Health, U. Manitoba



November 15, 2011

Re: Dr M. Issai Vanan

Dear Sir,

I am writing to support the application for Dr Vanan to obtain academic licensure. Dr Vanan and I have worked together within the Section of Pediatric Hematology-Oncology-BMT for the past five years. As his Section Head I have developed an appreciation for his strengths as an Academic Clinician and I see him as an important asset to the Department of Pediatrics and Child Health as well as to CancerCare Manitoba. I strongly favour him being granted licensure.

Dr Vanan fills an important clinical need within our section. Dr Vanan came to this section in 2012 to fill the position of a Neuro-Oncologist with the Section of Pediatric Hematology-Oncology. This had proven to be a difficult position to fill. Dr Vanan has worked hard at establishing a clinic process to ensure that children needing Neuro-Oncology services are seen in a timely manner and receive excellent clinical care. He has coordinated his care with the Neurologists, Neuro-Surgeons and with the Radiation Oncologists to optimize the delivery of multidisciplinary care. He has re-invigorated the Pediatric Neuro-Oncology tumour Board and rounds creating a forum for communication between specialties regarding patient management. Dr Vanan participates regularly with Canada's Pediatric Neuro-Oncology consortium keeping abreast of current care and what is available where. He has opened several of their trials bringing state of the art care to our centre and establishing our Centre's credentials as a participant in nation-wide trials. From the clinical perspective, Dr Vanan has built and continues to build a patient care platform marked by excellence in care.

Dr Vanan has also contributed to the teaching mission of the Department in a significant manner. He has supervised two trainees in his laboratory to date, Dr Zhong who anticipates completion of his degree in the near future as well as Dr Xu who has only recently started with him. Dr Vanan also sits with the Sections Program Training Committee assisting in the organization and direction of our Section's teaching program. He teaches undergraduate students in the out-patient clinic as well as those that join the section on electives. He is an enthusiastic teacher for residents that join us from within the University of Manitoba program as well as students from other centres.

Dr Vanan has also been successful in his research work as noted in his CV. He has established collaborations within Winnipeg as well as with other Canadian and US centres. Over the past three years his work has been presented in various local, national and international meetings on thirteen occasions. In the same period, he has seven publications in peer-reviewed journals. Over the past five years he has successfully competed for grant funding as principal investigator on five grants and as a co-investigator on a further two grants. Dr Vanan is early in his career and to my mind these awards represent a significant contribution from an individual who is building and can be anticipated to contribute much over the coming years.

Dr Vanan is clearly strong as an academic clinician. He has demonstrated clinical competence on par with those practicing in his field across the country. He is succeeding as a researcher and is a good and enthusiastic teacher. He readily fulfils what I would expect from a person in his position. I am grateful that



he has chosen our program to work with and I anticipate that his ongoing contributions will go far to support our centre's record of excellence. We could not easily replace this person.

Sincerely,



John Joseph Doyle, MD, FRCPC, FAAP*
Head, Pediatric Hematology/Oncology
CancerCare Manitoba
Head, Section of Pediatric Hematology-Oncology-BMT
Department of Pediatrics & Child Health
Associate Professor, Max Rady College of Medicine
Rady Faculty of Health Sciences, University of Manitoba

* practices as a Medical Corporation

JD/jd

December 18, 2017

Dr. S. Israels
Assistant Dean (Academic)
Faculty of Medicine
S203 Medical Services Building
University of Manitoba

Dear Dr. Israels:

I would like to extend my fullest support for Dr. Magimairajan Issai Vanan to receive his permanent medical license through Section 64. Dr. Vanan is an academic pediatric neuro-oncologist with the Division of Pediatric Hematology-Oncology. He has a level of expertise in pediatric neuro-oncology that far exceeds anyone in the Province of Manitoba and acts as our main point physician for children with brain tumors. His medical care is excellent and I have no concerns about his clinical abilities. He also is an independent clinician scientist with independent grant funding and a basic scientist in the field of neuro-oncology who is publishing in respected academic neuro-oncology journals. He is also a respected teacher within our division.

The bottom line is that it would be unacceptable to lose his expertise in this area in the province, and as such, I am fully supportive of Dr. Issai Vanan receiving permanent licensure with the College of Physician and Surgeons of Manitoba through section 64. Dr. Vanan's area of clinical interest is not easily replaceable, and it would be a disservice to the children of Manitoba if he were not practicing in the province.

If you have any questions please feel free to contact me directly at 204-787-8689.



Geoff Cuvelier MD FRCPC

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UNIVERSITY
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Office of the University Secretary

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MEMORANDUM

Date: February 7, 2018
To: Senate
From: Jeff M. Leclerc, University Secretary 
RE: **Candidates for Degrees, Diplomas, and Certificates [February 2018]**

I am writing to inform Senate that the President and the Provost and Vice-President (Academic) have approved the candidates for degrees, diplomas, and certificates, for the February 2018 Convocation, as outlined in the attached Report.

Senate has previously authorized the President and Provost and Vice-President (Academic), as Chair and Vice-Chair of Senate, to approve graduands who have met all the requirements for their degrees on behalf of Senate, if timing requires it, with subsequent report to Senate for information (Senate, December 6, 2006). Approval of the February 2018 graduands was delegated to the President and Provost with the cancellation of the February Senate meeting, as detailed in the Report of the Senate Executive Committee [January 24, 2018] included under item IX (1)(a) of the March Senate agenda.

The approved list of graduates will be available at the March Senate meeting for inspection by members of Senate.

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THE UNIVERSITY OF MANITOBA

GRADUANDS REPORT

February 2018

SENATE CIRCULATION

Number of Graduates Presented to Senate

| | February | Spring | Fall | Total For Year |
|-------------|----------|--------|-------|----------------|
| 2018 | 937 | | | |
| 2017 | 944 | 2,941 | 1,479 | 5,364 |
| 2016 | 792 | 3,018 | 1,525 | 5,335 |
| 2015 | 804 | 2,825 | 1,383 | 5,012 |
| 2014 | 798 | 2,838 | 1,393 | 5,029 |
| 2013 | 781 | 2,913 | 1,371 | 5,065 |
| 2012 | 752 | 2,767 | 1,257 | 4,776 |
| 2011 | 774 | 2,834 | 1,269 | 4,877 |
| 2010 | 743 | 2,780 | 1,321 | 4,844 |
| 2009 | 732 | 2,743 | 1,325 | 4,800 |
| 2008 | 828 | 2,784 | 1,344 | 4,956 |
| 2007 | 697 | 2,778 | 1,271 | 4,746 |
| 2006 | 732 | 2,853 | 1,206 | 4,791 |
| 2005 | 664 | 2,818 | 1,216 | 4,698 |
| 2004 | 663 | 2,715 | 1,248 | 4,626 |
| 2003 | 610 | 2,558 | 1,145 | 4,313 |
| 2002 | 585 | 2,539 | 1,045 | 4,169 |
| 2001 | 530 | 2,483 | 1,021 | 4,034 |
| 2000 | 509 | 2,405 | 963 | 3,877 |
| 1999 | 446 | 2,488 | 1,027 | 3,961 |
| 1998 | 529 | 2,599 | 965 | 4,093 |
| 1997 | 540 | 2,657 | 1,019 | 4,216 |
| 1996 | 500 | 2,857 | 1,039 | 4,396 |
| 1995 | 561 | 2,966 | 1,025 | 4,552 |
| 1994 | 537 | 3,006 | 973 | 4,516 |
| 1993 | 473 | 2,928 | 953 | 4,354 |
| 1992 | 443 | 2,905 | 943 | 4,291 |
| 1991 | 400 | 2,803 | 879 | 4,082 |
| 1990 | 359 | 2,872 | 873 | 4,104 |
| 1989 | 377 | 2,908 | 818 | 4,103 |
| 1988 | 428 | 2,877 | 846 | 4,151 |
| 1987 | 388 | 2,877 | 818 | 4,083 |
| 1986 | 388 | 2,947 | 932 | 4,267 |
| 1985 | 397 | 2,832 | 856 | 4,085 |
| 1984 | 308 | 2,821 | 744 | 3,873 |
| 1983 | 255 | 2,654 | 702 | 3,611 |
| 1982 | 261 | 2,650 | 652 | 3,563 |
| 1981 | 264 | 2,605 | 688 | 3,557 |
| 1980 | 276 | 2,729 | 862 | 3,867 |
| 1979 | 256 | 2,831 | 996 | 4,083 |

| | | | | |
|-------------|-----|-------|-------|-------|
| 1978 | 301 | 2,979 | 1,035 | 4,315 |
| 1977 | 227 | 3,050 | 1,093 | 4,370 |
| 1976 | 229 | 3,248 | 1,039 | 4,516 |
| 1975 | 164 | 3,061 | 1,024 | 4,249 |
| 1974 | 130 | 3,141 | 1,048 | 4,319 |
| 1973 | 90 | 3,428 | 1,002 | 4,520 |
| 1972 | 119 | 3,335 | 1,188 | 4,642 |
| 1971 | 102 | 2,713 | 1,380 | 4,195 |

| Faculty | Program | Total | Faculty | Program | Total |
|---------------------------------------|------------------|------------|---|-------------------|------------|
| University of Manitoba | | | | PB Dip.Ed. | 29 |
| Faculty of Graduate Studies | | | Faculty total | | 37 |
| | Ph.D. | 50 | Faculty of Engineering | | |
| | M.A. | 15 | | B.Sc.(Comp.E.) | 2 |
| | M.P.Adm. | 3 | | B.Sc.(C.E.) | 13 |
| | M.Sc. | 97 | | B.Sc.(E.E.) | 11 |
| | M.Eng. | 3 | | B.Sc.(M.E.) | 39 |
| | M.B.A. | 2 | | B.Sc.(Bio.E.) | 9 |
| | M.Ed. | 32 | | P.B.Dip.Eng. | 5 |
| | M.C.P. | 8 | Faculty total | | 79 |
| | M.L.Arch. | 3 | Faculty of Env, Earth, & Res | | |
| | M.S.W. | 11 | | B.Env.Sc. | 1 |
| | M.N. | 5 | | B.Env.Sc.(Maj.) | 4 |
| | M.O.T. | 2 | | B.Env.St. | 4 |
| | M.Mus. | 1 | | B.Env.St.(Maj.) | 2 |
| | M.I.D. | 1 | | B.A.(Geog.) | 6 |
| | M.Env. | 1 | | B.Sc.G.Sc.(Gen) | 3 |
| | M.N.R.M. | 4 | | B.Sc.G.Sc.(Maj.) | 3 |
| | M.P.A.S | 1 | | B.Sc.G.Sc.(Hons.) | 3 |
| Faculty total | | 239 | | B.Sc.PhG.(Hons.) | 1 |
| College of Medicine | | | Faculty total | | 27 |
| | B.H.Ecol. | 15 | Faculty of Health Sciences | | |
| Faculty total | | 15 | | B.H.St. | 2 |
| College of Nursing | | | Faculty total | | 2 |
| | B.N. | 21 | Faculty of Kines & Rec Mgmt | | |
| Faculty total | | 21 | | B.R.M.C.D. | 6 |
| Faculty of Agric.and Food Sci. | | | | B.Kin. | 10 |
| | B.Sc.(Agric.) | 15 | Faculty total | | 16 |
| | B.Sc. (Agribus.) | 9 | Faculty of Law | | |
| | B.Sc.(F.S.) | 8 | | J.D. | 2 |
| | B.Sc.(Agecol.) | 2 | Faculty total | | 2 |
| | B.Sc.(HNS) | 5 | Faculty of Management | | |
| Faculty total | | 39 | | B.Comm.(Hons.) | 112 |
| Faculty of Arts | | | Faculty total | | 112 |
| | B.A. | 140 | Faculty of Music | | |
| | B.A.(Adv.) | 20 | | B.Mus. | 2 |
| | B.A.(Hons.) | 6 | | B.Mus.(Hist.) | 1 |
| | B.A.(IS) | 5 | Faculty total | | 3 |
| Faculty total | | 171 | Faculty of Science | | |
| Faculty of Education | | | | B.Sc. | 38 |
| | B.Ed. | 8 | | | |

| Faculty | Program | Total | Faculty | Program | Total |
|--|----------------|------------|--------------------------------|---------|------------|
| | B.Sc.(Maj.) | 48 | Faculty total | | 3 |
| | B.Sc.(Hons.) | 20 | | | |
| | B.C.Sc.(Hons.) | 22 | Totals for St. Boniface | | 19 |
| Faculty total | | 128 | Total number of degrees | | 937 |
| Faculty of Social Work | | | | | |
| | B.S.W. | 8 | | | |
| Faculty total | | 8 | | | |
| School of Agriculture | | | | | |
| | Dip.Agric. | 1 | | | |
| Faculty total | | 1 | | | |
| School of Art | | | | | |
| | B.F.A. | 8 | | | |
| | B.F.A.(Hons.) | 1 | | | |
| Faculty total | | 9 | | | |
| Extended Education | | | | | |
| | D.Comm.Well. | 9 | | | |
| Faculty total | | 9 | | | |
| Totals for University of Manitoba | | 918 | | | |
| St. Boniface | | | | | |
| Faculty of Graduate Studies | | | | | |
| | M.es A. | 1 | | | |
| | M.en Ed. | 5 | | | |
| Faculty total | | 6 | | | |
| Faculty of Arts | | | | | |
| | B.es A. | 1 | | | |
| | B.A.(S.T.) | 1 | | | |
| | Cert.Trad. | 5 | | | |
| Faculty total | | 7 | | | |
| Faculty of Education | | | | | |
| | PB Dip.Ed. | 1 | | | |
| | Dip. PB Ed. | 1 | | | |
| Faculty total | | 2 | | | |
| Faculty of Management | | | | | |
| | B.A.A. | 1 | | | |
| Faculty total | | 1 | | | |
| Faculty of Science | | | | | |
| | B.es Sc. | 3 | | | |



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MEMORANDUM

Date: February 28, 2018
To: Senate
From: Jeff M. Leclerc, University Secretary 
RE: **Reminder, Location of April 4, 2018 Senate Meeting at Bannatyne Campus**

On April 6, 2016, Senate approved the idea of holding one or two meetings of Senate each year at the Bannatyne Campus. Please note that the April Senate meeting will be held on the Bannatyne Campus, at the following time and location:

Wednesday, April 4, 2018, at 1:30 p.m.,
Frederic Gaspard Theatre, 2nd Floor Mezzanine Level, Basic Science Building

Access to the Theatre can be gained through the Brodie Centre entrance at 727 McDermot Avenue. Information regarding transportation from the Fort Garry Campus will be provided closer to the meeting date.

As public parking is limited at the Bannatyne Campus, the University Secretary's Office will arrange to transport Senators and Assessors to the meeting and back to the Fort Garry Campus. Please contact the University Secretary's Office (c/o Shannon.Coyston@umanitoba.ca) by March 8th at the latest, if you will require transportation to the meeting, so we can make appropriate arrangements.

Other options for transportation include:

Personal vehicle (Please consider carpooling.) Information on public parking at the Bannatyne Campus, in Lot H, can be found at: <http://www.umanitoba.ca/campus/parking/visitor/index.html>. Public parking may also be available in one of the Health Science Centre parkades (<http://www.hsc.mb.ca/mapsparking.html#parkades>).

Winnipeg Transit - Route 36 – Northwest Super Express (Health Sciences Centre). See the Navigo Trip Planner to plan your trip if you choose this option: <http://winnipegtransit.com/en/navigo>.

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REPORT OF THE SENATE COMMITTEE ON AWARDS – Part A

Preamble

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

On behalf of Senate, to approve and inform Senate of all new offers and revised offers of awards that meet the published guidelines presented to Senate on November 3, 1999, and as thereafter revised by Senate. Where, in the opinion of the Committee, acceptance is recommended for new offers and revised offers which do not meet the published guidelines or which otherwise appear to be discriminatory under the policy on the *Non-Acceptance of Discriminatory Awards*, such offers shall be submitted to Senate for approval. (Senate, October 7, 2009)

Observations

At its meeting of December 19, 2017, the Senate Committee on Awards approved 4 new offers, 6 revised offers, and the withdrawal of 9 awards, as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A* (dated December 19, 2017).

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve 4 new offers, 6 revised offers, and the withdrawal of 9 awards as set out in Appendix A (dated December 19, 2017). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. Phil Hultin
Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

Appendix A December 19, 2017

1. NEW OFFERS

Catherine Eamer Cooke Memorial Fellowship

With a donation of \$25,000 in 2016, Mr. William Eamer has established an endowment fund at the University of Manitoba in memory of his sister, Catherine Eamer Cooke, who suffered from hearing loss. The Manitoba Scholarship and Bursary Initiative has made a matching contribution to the fund. The purpose of the fund is to provide research support to a medical student, resident, or graduate student who is performing a supervised research project, in the Max Rady College of Medicine, related to the ear. Each year, beginning in 2018-2019, the available annual interest from the fund will be used to award one fellowship to a student who:

- (1) is enrolled full-time in either:
 - (i) the Undergraduate or Postgraduate Medical Education Program in the Max Rady College of Medicine, or
 - (ii) the Faculty of Graduate Studies in a Master's or doctoral program delivered by the Max Rady College of Medicine;
- (2) has either:
 - (i) maintained good standing in the Undergraduate or Postgraduate Medical Education Program, or
 - (ii) achieved a minimum degree grade point average of 3.5 (or equivalent) in the Faculty of Graduate Studies based on the previous 60 credit hours of study;
- (3) will be performing a supervised research project related to the ear;
- (4) has demonstrated outstanding interest or commitment to ear research.

Candidates will be required to submit an application (maximum 250 words) to the Department of Otolaryngology, GB421-820 Sherbrook St., Winnipeg, MB R3A 1R9, which includes the following information: the name of the applicant, the title of the research project, the objective and methods of the research, the research project budget; and a supporting letter from the faculty supervisor which includes a statement about how the student meets criterion (4) above.

Research projects should be completed within a year of the award and should have appropriate ethics committee approvals.

The Dean of the Max Rady College of Medicine (or designate) and the Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will jointly name the selection committee for this award, which will include representation from the Department of Otolaryngology's Research Committee. Any graduate student recipients named to receive the fellowship under category (1)(ii) above will be reported through the Dean of the Faculty of Graduate Studies.

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.

Charles Lekic Graduate Pediatric Dentistry Award

In honour of Dr. Charles Lekic's retirement from the College of Dentistry, family, friends, and colleagues have established an endowment fund at the University of Manitoba. Dr. Lekic has made a matching contribution to the fund, and his family intends to make further contributions in support of the award. The purpose of the award is to provide support for graduate student research in pediatric dentistry and any travel that is a direct result of supporting their research. Each year, the available annual income will be used to offer awards to graduate students who:

- (1) are enrolled full-time in the Faculty of Graduate Studies, in the Master of Dentistry (M.Dent.) in the Department of Preventive Dental Science offered by the College of Dentistry;
- (2) have achieved a minimum grade point average of 3.5 based on the previous 60 credit hours (or equivalent) of study;
- (3) have demonstrated potential for exceptional research ability based on the combination of academic standing and submitted research proposal;
- (4) have not received funding from other sources for the proposed research and/or conference in excess of the budgeted amount for the proposed research and/or conference. Other funding sources will be considered prior to the Charles Lekic Graduate Pediatric Dentistry Award.

Preference in selection will be for a student in the first or second year of graduate study in the program.

Students may hold the Charles Lekic Graduate Pediatric Dentistry Award only once during their graduate program.

Applicants will be required to submit a research proposal by the deadline set by the Division of Pediatric Dentistry. Each year, the Division of Pediatric Dentistry will determine and publish the submission deadline.

If there are no suitable candidates in any given year, at the discretion of the selection committee, any unspent revenue may be held over to offer the award the following year.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Director of Graduate Pediatric Dentistry (or designate) to name the selection committee for this award. The committee will include Dr. Charles Lekic (or designate).

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

D & M Stevens Foundation Scholarship

The D & M Stevens Foundation will make an annual contribution to recognize outstanding academic achievement at the University of Manitoba valued at approximately \$1,200 a year to offer the D & M Stevens Foundation Scholarship. The Manitoba Scholarship and Bursary Initiative has made a matching contribution to the fund. The purpose of the award is to support residents specializing in cardiology in the Max Rady College of Medicine. Beginning in 2017-2018, one scholarship will be offered each year to a postgraduate resident who:

- (1) is enrolled full-time in the Postgraduate Medical Education Program, in the Max Rady College of Medicine, as a resident;
- (2) has demonstrated research excellence in the area of cardiology.

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.

The Dean of the Max Rady College of Medicine (or designate) will name the selection committee.

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

Dr. Jonathan Bjorn Syms Memorial Scholarship

In memory of Dr. Jonathan Bjorn Syms, an endowment fund was established in 2015 by his friends, colleagues and medical school classmates to further his legacy and recognize students pursuing the study of Icelandic language, literature, and Viking culture. Each year, beginning in 2017-2018, the available annual income from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in a Major, Honours or Minor program in Icelandic offered by the Department of Icelandic Language and Literature in the Faculty of Arts;
- (2) has achieved a minimum degree grade point average of 3.5;
- (3) has demonstrated a commitment to continuing the study of Icelandic culture and literature.

Candidates will be required to submit a statement (maximum 500 words) that describes how they meet criterion (3) above.

Preference in selection will be given to students enrolled in the Major or Honours programs in Icelandic. Students in the Minor program will be considered if there are no eligible Major or Honours program students. In any given year, if there are no eligible candidates, the scholarship will not be awarded and the annual interest will be reinvested with the capital of the fund.

The Head of the Department of Icelandic Language and Literature (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.

2. AMENDMENTS

Dr. Ronald Kristjanson Memorial Scholarship

The following amendments were made to the terms of reference for the Dr. Ronald Kristjanson Memorial Scholarship:

- Part of the preamble was revised to:
The purpose of this scholarship is to recognize academic merit and community service of adult students enrolled in a certificate program in Extended Education at the University of Manitoba.
- Two scholarships of equal value will now be offered.

- The application process was revised to read:
Students must submit an application consisting of a letter of application (maximum 500 words) outlining their community service involvement and a letter of recommendation from a community representative.
- The selection committee paragraph was revised to:
The selection committee shall be named by the Dean of Extended Education (or designate).
- The standard Board of Governors statement was added.

Faculty of Architecture Endowed Scholarships

The following amendments were made to the terms of reference for the Faculty of Architecture Endowed Scholarships:

- The preamble was revised to:
The Faculty of Architecture at the University of Manitoba seeks to assist promising students through the establishment of an endowed scholarship fund (initial capital balance of \$26,000). The scholarships will reward excellence in the undergraduate program, and in each of the graduate programs. The annual income generated on the endowment fund will provide for scholarships to be awarded equally among the six programs.
- The numbered criteria were revised to:
One scholarship will be offered to an undergraduate student who:
 - (1) *is enrolled full time (minimum 80% course load) in their second year in the Faculty of Architecture at the University of Manitoba;*
 - (2) *has a minimum degree grade point average of 3.5;*
 - (3) *has achieved the highest standing among all students in the undergraduate program in the Faculty of Architecture.**One scholarship will be offered to a graduate student who:*
 - (1) *is enrolled full-time in the Faculty of Graduate Studies in their second year of the Master of Architecture program at the University of Manitoba;*
 - (2) *has achieved a minimum degree grade point average of 3.5 in the first year of study in the Master of Architecture program;*
 - (3) *has achieved the highest standing among all students in all courses completed in the Master of Architecture program.**One scholarship will be offered to a graduate student who:*
 - (1) *is enrolled full-time in the Faculty of Graduate Studies in their second year of the Master of City Planning program at the University of Manitoba;*
 - (2) *has achieved a minimum degree grade point average of 3.5 in the first year of study in the Master of City Planning program;*
 - (3) *has achieved the highest standing among all students in all courses completed in the Master of City Planning program.**One scholarship will be offered to a graduate student who:*
 - (1) *is enrolled full-time in the Faculty of Graduate Studies in their second year of the Master of Interior Design program at the University of Manitoba;*
 - (2) *has achieved a minimum degree grade point average of 3.5 in the first year of study in the Master of Interior Design program;*

- (3) *has achieved the highest standing among all students in all courses completed in the Master of Interior Design program.*

One scholarship will be offered to a graduate student who:

- (1) *is enrolled full-time in the Faculty of Graduate Studies in their second year of the Master of Landscape Architecture program at the University of Manitoba;*
- (2) *has achieved a minimum degree grade point average of 3.5 in the first year of study of the Master of Landscape Architecture program;*
- (3) *has achieved the highest standing among all students in all course completed in the Master of Landscape Architecture program.*

One scholarship will be offered to a graduate student who:

- (1) *is enrolled full-time in the Faculty of Graduate Studies in their second year of the Ph.D. in Design and Planning program at the University of Manitoba;*
- (2) *has achieved a minimum grade point average of 3.5 based on the previous 60 credit hours (or equivalent) of study;*
- (3) *has achieved the highest standing among all students in all courses completed in the Ph.D. in Design and Planning program.*

- The following sentence was added:

In the event of a tie, the prize will be awarded to the student with the most A grades or higher throughout their degree.

- The selection committee paragraph was revised to:

The Dean of the Faculty of Architecture (or designate) will name the selection committee for the undergraduate award, which will include the Associate Dean (Research), Environmental Design Program Chair and the Heads of each Department (or designates). The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Dean of the Faculty of Architecture (or designate) to name the selection committee for the graduate awards.

- The standard Board of Governors statement was added

Garson N. (Gerry) Vogel Memorial Award

The following amendments were made to the terms of reference for the Garson N. (Gerry) Vogel Memorial Award:

- The preamble was revised to:

In memory of Garson Nathaniel (Gerry) Vogel and in recognition of his distinguished service with the Canadian Wheat Board and the World Food Program, an award fund has been established at the University of Manitoba. From the earnings on this fund, an annual award first tenable in the 1983-84 academic year will be available to a student who:

- The numbered criteria were revised to:

- (1) *is enrolled full-time in the Faculty of Graduate Studies in either the:*
 - (i) *Ph.D. program in Individual Interdisciplinary Studies; or*
 - (ii) *Ph.D. program in the Department of Food and Human Nutritional Sciences;*
- (2) *has a minimum grade point average of 3.5 based on the most recent 60 credit hours (or equivalent) of study; and*
- (3) *is being supervised by a member of the Department of Food and Human Nutritional Sciences.*

- The selection committee paragraph was revised to:
The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the Awards Committee of the Faculty of Agricultural and Food Sciences to convene the selection committee for this award.
- The standard Board of Governors statement was amended

Lorraine Wilgosh Bursary

The following amendments were made to the terms of reference for the Lorraine Wilgosh Bursary:

- The preamble was revised to:
From the testamentary gift from Dr. Lorraine Wilgosh (M.A/63), an endowment fund has been established at the University of Manitoba. The purpose of the bursary is to provide support to undergraduate students pursuing their studies in the Faculty of Arts, Science, or Education. Beginning in the 2018-2019 academic year, the available annual income will be used to offer one or more bursaries to undergraduate students who:
- The numbered criteria were revised to:
 - (1) *are enrolled full-time (minimum 60% course load) in either:*
 - a) the third or fourth year of study in either the Faculty of Arts or Science, or*
 - b) any year of study in the Faculty of Education;*
 - (2) *graduated from a high school in Manitoba, Saskatchewan, or Alberta that is located outside of the census metropolitan areas, as defined by Statistics Canada;*
 - (3) *have achieved a minimum degree grade point average of 2.5;*
 - (4) *have demonstrated financial need on the standard University of Manitoba bursary application form.*
- The selection committee paragraph was revised to:
The Director of Financial Aid and Awards (or designate) will name the selection committee for this award.
- The standard Board of Governors statement was added.

Manitoba Family Year 1994 Legacy Scholarship

The following amendments were made to the terms of reference for the Manitoba Family Year 1994 Legacy Scholarship:

- The opening paragraph was revised to:
To commemorate 1994, the United Nations International Year of the Family, and the major participation of Manitoba citizens, the Premier's Family Year-94 Volunteer Council and the Government of Manitoba have established a fund of \$50,000 including matching funds provided by The University of Manitoba Graduate Fellowship Matching Funds Program. The Manitoba Family Year 1994 Legacy Scholarship will be awarded to a graduate student studying in the Department of Community Health Sciences at the University of Manitoba, with a focus on family health. The objective of the scholarship is to support and encourage research on family health and to recognize academic excellence.
- The numbered criteria were revised to:
 - (1) *is registered full-time in the Faculty of Graduate Studies, in a Master's program in the*

Department of Community Health Sciences (As of July 1, 2015 the Department of Family Social Sciences, Faculty of Human Ecology merged with the Department of Community Health Sciences, Max Rady College of Medicine, Rady Faculty of Health Sciences);

- (2) *has completed at least 9 credit hours in the program;*
- (3) *has a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study.*

- The following paragraph was amended to read:

Since the participation in and impetus for the International Year of the Family was initiated by home economists, preference will be given to candidates who are graduates from home economics/human ecology or related programs and who plan to publish research findings related to family issues.

- The selection paragraph was amended to:

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Head, Department of Community Health Sciences (or designate) to name the selection committee.

- The standard Board of Governors statement was added.

Professor W.M. Hugill Memorial Scholarship

The following amendments were made to the terms of reference for the Professor W.M. Hugill Memorial Scholarship:

- The preamble was revised to:

In memory of W.M. Hugill, a professor in the Department of Classics from 1920 until his retirement as the Head of the Department in 1961, a scholarship was established at the University of Manitoba in 1964. The purpose of the award is to reward the academic achievements of undergraduate students pursuing studies in the Department of Classics in the Faculty of Arts. Beginning in the 2018 – 2019 academic year, the available annual income will be used to offer scholarships to one or more undergraduate students who:

- The numbered criteria were revised to:

- 1) are enrolled full-time (minimum 80% course load) in the second year or higher in the Faculty of Arts at the University of Manitoba;*
- 2) have achieved a minimum degree grade point average of 3.0;*
- 3) have completed a minimum of two courses in the Department of Classics with a minimum grade of C;*
- 4) enroll full-time (minimum 80% course load) in the ensuing academic year in a program which includes at least two courses in the Department of Classics.*

- The following paragraphs were added:

Preference will be given to students who have completed a language course (Latin or Greek).

The selection committee will have the discretion to determine the number and value of awards offered each year based on the amount of available funds.

The Head of the Department of Classics (or designate) will name the selection committee for this award.

- The standard Board of Governors statement was added.

3. WITHDRAWALS

American Academy of Craniofacial Pain Prize

At the request of the donor

Charles Card Bursary in Medicine

At the request of the donor

Kenneth and Elizabeth Walton Research Scholarship in Medicine

At the request of the donor

Martin Irwin Sexton Memorial Scholarship

At the request of the donor

MTS Future First Bursary in Indigenous Business Education

At the request of the donor

MTS Future First Scholarship in Indigenous Business Education

At the request of the donor

Nathan B. Zimmerman Scholarship in Drama

Withdrawn at the request of the donor

Starbucks Scholarship for the Most Accomplished Continuing Jazz Student

Funding for this award is no longer available.

Starbucks Scholarship for the Most Promising New Jazz Student

Funding for this award is no longer available.

REPORT OF THE SENATE COMMITTEE ON AWARDS – Part A

Preamble

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

On behalf of Senate, to approve and inform Senate of all new offers and revised offers of awards that meet the published guidelines presented to Senate on November 3, 1999, and as thereafter revised by Senate. Where, in the opinion of the Committee, acceptance is recommended for new offers and revised offers which do not meet the published guidelines or which otherwise appear to be discriminatory under the policy on the *Non-Acceptance of Discriminatory Awards*, such offers shall be submitted to Senate for approval. (Senate, October 7, 2009)

Observations

At its meeting of January 16, 2018, the Senate Committee on Awards approved 4 new offers, 3 revised offers, and the withdrawal of 2 awards, as set out in Appendix A of the *Report of the Senate Committee on Awards – Part A* (dated January 16, 2018).

Recommendations

On behalf of Senate, the Senate Committee on Awards recommends that the Board of Governors approve 4 new offers, 3 revised offers, and the withdrawal of 2 awards as set out in Appendix A (dated January 16, 2018). These award decisions comply with the published guidelines of November 3, 1999, and are reported to Senate for information.

Respectfully submitted,

Dr. Phil Hultin
Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

Appendix A January 16, 2018

1. NEW OFFERS

EISI Alumni Scholarship in Computer Science

An anonymous donor has generously established an endowment fund with the initial gift of \$25,000 at the University of Manitoba in 2017. When funds are available, the Manitoba Scholarship and Bursary Initiative may make a contribution to the award. The purpose of the fund is to reward the academic achievements of undergraduate students pursuing studies in the Department of Computer Science in the Faculty of Science. Beginning in 2019-2020, the available annual income from the fund will be used to offer one scholarship to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in their second or third year of study in the Bachelor of Science program in Computer Science (Honours, Joint Honours, Double Honours, Major, Double Major, and Co-Op) offered through the Faculty of Science at the University of Manitoba;
- (2) has achieved a minimum degree grade point average of 3.5.

The Dean of the Faculty of Science (or designate) will ask the Head of the Computer Science Department (or designate) to name the selection committee for this award.

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

Marjorie Blankstein Emergency Graduate Student Bursary for Peace and Conflict Studies

Dr. Marjorie Blankstein C.M., O.M. has established an endowment fund with the initial gift of \$200,000 at the University of Manitoba in 2016. The purpose of the fund is to provide emergency funds for graduate students enrolled in the Peace and Conflict Studies Program which operates at the Arthur V. Mauro Centre for Peace and Justice at St. Paul's College, who require immediate financial assistance, to address needs related to their studies/personal hardships/barriers and or living expenses. Beginning in 2018-2019, the available annual interest and any unspent revenue from the fund can be used to offer bursaries to students who:

- (1) are enrolled full-time in the Faculty of Graduate Studies, in the Ph.D. or Master's program in Peace and Conflict Studies at the University of Manitoba;
- (2) have achieved a minimum degree grade point average of 3.0 based on the last 60 credit hours of study;
- (3) have completed the Peace and Conflict Studies Program Emergency Assistance Application and have outlined their emergency situation during an interview with the Chair of the Arthur V. Mauro Centre for Peace and Justice (or designate).

The selection of eligible student recipients shall accord with the guidelines established for the University of Manitoba's student emergency loan funds. The vision of this award is to support students throughout their academic pursuit, therefore the Chair of the Arthur V. Mauro Centre for Peace and Justice should consider external factors when determining eligibility.

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.

Marjorie C. Anderson Scholarship

Blair Anderson (B.Sc. (Hons)/1978) has established an annually-funded award for a five-year term at the University of Manitoba called the Marjorie C. Anderson Scholarship. Valued at \$1,000 annually, the purpose of the award is to support an undergraduate student in the Clayton H. Riddell Faculty of Environment, Earth and Resources who has an interest in northern and arctic natural resource development. Beginning in 2018-2019 and ending in 2022-2023, one scholarship will be offered each year to an undergraduate student who:

- (1) is enrolled full-time (minimum 80% course load) in the fourth year of Geological Sciences in the Clayton H. Riddell Faculty of Environment, Earth and Resources at the University of Manitoba;
- (2) has achieved a minimum degree grade point average of 3.5.

Preference will be given to a student working on a fourth-year honours thesis in northern Canada (as defined by NSERC) on a natural resource /geoscience project with the potential for economic growth.

The donor will contact the Donor Relations office by no later than March 31 in any year this award will not be offered.

The Dean of the Clayton H. Riddell Faculty of Environment, Earth and Resources (or designate) will ask the Head of Geological Science (or designate) to name the selection committee for this award.

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

Simatelex Charitable Foundation International Study Scholarship

Through the company's Simatelex Charitable Foundation, Ms. Esther Suen, B.Comm.(Hons.), Vice-Chairman and Managing Director of Simatelex Manufacturing Company Ltd., has established an endowment fund at the University of Manitoba with a gift of \$1 million in 2015. The purpose of the fund is to support international study opportunities in the I.H. Asper School of Business by recognizing community involvement, leadership and academic excellence for both undergraduate and graduate students participating in these opportunities. Each year, beginning in 2017-2018, up to ten scholarships of between \$2,000 and \$5,000 each will be offered to students who:

- (1) are enrolled either:
 - (a) as an undergraduate student: full-time (minimum 80% course load) in the B.Comm.(Hons.) program in the I.H. Asper School of Business;
 - (b) as a graduate student: full-time in the Faculty of Graduate Studies in the MBA program delivered by the I.H. Asper School of Business;
- (2) have achieved either:

- (a) as an undergraduate student: a minimum degree grade point average of 3.75;
- (b) as a graduate student: a minimum grade point average of 3.75 based on the previous 60 credit hours (or equivalent) of study;
- (3) have been accepted to the I.H. Asper School of Business International Student Exchange program;
- (4) have demonstrated community involvement and leadership (including, but not limited to student groups, community organizations, volunteerism, etc.).

Preference in selection will be given to: (i) for undergraduate students: have a declared major or demonstrated research interest in International Business and/or, demonstrated extracurricular or professional involvement in international business; (ii) for graduate students: have demonstrated research interest in International Business and/or, demonstrated extracurricular or professional involvement in international business.

Students will have the opportunity to demonstrate how they meet criterion (4) and any of the selection preferences as part of the I.H. Asper School of Business International Student Exchange program application process.

The selection committee will have the discretion to determine the number and value of scholarships offered each year, within the guidelines above, based on the annual income.

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) and the Dean of the I.H. Asper School of Business (or designate) will ask the International Exchange Program Director (or designate) to name the selection committee for this award, which will include the International Exchange Program Coordinator (or designate).

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

2. AMENDMENTS

Governor General's Academic Medals (Silver and Bronze)

The following amendments were made to the terms of reference for the Governor General's Academic Medals:

- The number of silver medals was increased from three to five.
- The preamble was revised to:

The Governor General offers five medals annually to the University of Manitoba: three silver medals to undergraduate students who achieve the highest academic standing in a Bachelor degree program, one bronze to the student who achieves the highest standing in the Diploma in Agriculture program, and one bronze to any other diploma program student who achieves the highest standing in their program (other than Agriculture). Two silver medals and two bronze medals will be offered at the Annual Spring Convocation and one silver medal will be offered at the Annual Fall Convocation.

- The selection committee paragraph was revised to:

At The University of Manitoba, the selection committee for the silver medals and one bronze medal will be named by the Director of Financial Aid and Awards (or designate). The selection committee for the bronze medal in Agriculture will be the Faculty of Agricultural and Food

Sciences Awards Committee. Final selection for the medals will be based solely on academic achievement, specifically on the degree grade point average on all courses taken to qualify for the respective Bachelor's degree or diploma.

- The following paragraph was revised to:

Two silver medals will be awarded to students who have completed a degree program considered to be at least four years in length (inclusive of any qualifying year or years), one at the Annual Spring Convocation and one at the Annual Fall Convocation. The third silver medal will be awarded to a student at the Annual Spring Convocation who has completed a degree program that is less than four years in length (inclusive of any qualifying year or years).

- Cumulative Grade Point Average was removed and replaced with Degree Grade Point Average throughout the terms of reference.

Governor General's Gold Medal

The following amendments were made to the terms of reference for the Governor General's Gold Medal:

- The number of medals was changed from one to two.
- The preamble was revised to:

The Governor-General of Canada offers two annual gold medals called The Governor General's Gold Medal to recognize the outstanding performance of graduate students. These awards are based on overall academic excellence.

- The eligibility paragraph was revised to:

Eligibility for the medals is open to all students who will convocate with a Master's or a Ph.D. at Spring Convocation or who graduated the previous Winter or Fall at the University of Manitoba. One gold medal will be awarded to a Master's student and one gold medal will be awarded to a Doctoral student.

- The numbered criteria were revised to:

Each Faculty/School/College may nominate up to two Master's and two Doctoral students for each of the Governor General's Gold Medals, respectively. Nomination packages must include:

- (1) a letter from the Dean/Director of the Faculty/School/College giving a detailed rationale for the nomination;*
- (2) the nominee's curriculum vitae;*
- (3) a copy of the nominee's University of Manitoba transcript;*
- (4) a brief, written statement by the nominee (500 words maximum) summarizing the significance of their accomplishments and knowledge gained during their graduate program (e.g., research and related accomplishments, knowledge acquired, etc.).*
- (5) a letter of support from the advisor, unit head, or graduate chair; and,*
- (6) a copy of the report from the external examiner for PhD students*

- The following sentence was added to the selection committee paragraph:

The selection committee will be named by the Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate).

- The standard Board of Governors Statement was added.

Pat (Pisnook) Boland Memorial Scholarship

The following amendments were made to the terms of reference for the Pat (Pisnook) Boland Memorial Scholarship:

- The preamble was revised to:
In honor of Pat (Pisnook) Boland, a former Bisons Basketball team member from 1960–64, an endowment fund was established at the University of Manitoba in 2006. The Manitoba Scholarship and Bursary Initiative has made a contribution to the fund. This award recognizes a student athlete who best exemplifies the positive attributes Pat brought to the University of Manitoba and to women's sport. Each year, the available annual interest will be offered to an undergraduate student who:
- The numbered criteria were revised to:
 - (1) is eligible to compete in U Sports and has been a member of the Bison Women's Basketball Team for a minimum of one year;*
 - (2) has been enrolled full-time, as defined by U Sports, in the second year of study or higher in any faculty, school, or college at the University of Manitoba;*
 - (3) has completed a minimum of 24 credit hours in the previous academic year;*
 - (4) has achieved a minimum degree grade point average of 2.0;*
 - (5) best exemplifies the qualities of leadership on the court, in the opinion of the selection committee;*
 - (6) is a role model for young women in sport through volunteer work in the community, in the opinion of the selection committee.*
- The selection committee paragraph was revised to:
The Director of Athletics and Recreation (or designate) will name the selection committee for this award and will include the Head Coach of the Bison Women's Basketball Team. The selection will be made in consultation with Pat Boland's surviving family.
- The standard Board of Governors statement was added.
- The standard U Sports statement was added.

3. WITHDRAWALS

Grace General Hospital Bursary

This award is being withdrawn at the request of the donor.

Manrex Medication Delivery Nursing Bursary

This award is being withdrawn 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 appeals since the last report to Senate in October 2017. These cases are summarized 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 reasonably consider all factors relevant to the decision being appealed. The Committee determined the appeal should proceed to a hearing, but the appeal was settled prior to the 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. The appeal was granted.
 - An appeal was received against a decision by the Faculty of Graduate Studies. 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; 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 a 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 follow the rules of natural justice. The Committee determined there were insufficient grounds to proceed to a 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 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 a hearing.
 - An appeal was received against a decision by the College of Medicine. 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; and 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 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 it did not have jurisdiction to consider the appeal.

- 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 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 a hearing.
- An appeal was received against a decision by the Faculty of Graduate Studies. The grounds were 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 a hearing.

Currently the Committee has 1 open file.

Respectfully submitted,

Professor Sharon Alward, Chair
Senate Committee on Appeals



UNIVERSITY
OF MANITOBA

Office of the President

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December 8, 2017

To: Mr. Jeff Leclerc, University Secretary

From: Dr. David T. Barnard, President and Vice-Chancellor

SUBJECT: Annual Report of the University Discipline Committee

Attached is a copy of the Report of the University Discipline Committee for the period September 1, 2016 to August 31, 2017, which was submitted by Dr. Brenda Hann, Chair.

I would appreciate your providing a copy of this report to members of the Board of Governors and Senate for information. You will note that Dr. Hann has offered to attend Senate to answer any questions. I would ask you to extend an invitation to Dr. Hann to attend the meeting at which the Report will be considered.

/hc



UNIVERSITY
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December 1, 2017

Dr. David T. Barnard
President and Vice-Chancellor
University of Manitoba
Room 200, Administration Building

Dear Dr. Barnard:

In accordance with the Student Discipline By-Law, I hereby submit the Annual Report of the University Discipline Committee (UDC) for the period September 1, 2016 to August 31, 2017. Please note that this is the first report submitted under the new Student Discipline Bylaw and uses the updated set of categories which came into effect on September 1, 2016.

The attached Report on University Discipline cases summarizes all offenses and dispositions reported to me by all disciplinary authorities. I wish to thank all those offices who responded quickly to my request for submissions.

The UDC has continued to produce its report in chart format, and we have maintained the two major divisions, the first dealing with varying forms of "Academic Misconduct" and the second addressing disciplinary matters which involve "Non-Academic Misconduct". Within each of the two major categories, like disciplinary matters have been grouped together for easier reference. Further, we have provided four graphs which offer a visual overview of disciplinary matters. The first set of graphs, on pages 1 and 2, include the updated categories and include incidents from September 1, 2016 to August 31, 2017. The second set of graphs, on pages 3 and 4, span the five-year period from September 2011 to August 2016 and include the categories used prior to September 1, 2016.

I would make the following observations concerning the report's contents:

- 1) The overall number of incidents decreased slightly this year in relation to last year, with the percentage decreasing from 2.6% of the student body in 2015-2016 to 2.3% in 2016-2017. There were a total of 681 incidents reported this year, a decrease from 779 in 2015-2016.
- 2) There were 579 incidents of Academic Misconduct reported, involving a total of 506 students.
- 3) There were 102 incidents of Non-Academic Misconduct reported, involving a total of 82 students.

Disciplinary Authorities were contacted for more information where a significant change was noted. Trends noted are described below, with the caution that the categories do not align directly with those used in the past, which may result in different categorization of incidents than was reflected in past reports.

A Disciplinary Authority saw a significant decrease from 169 incidents of Breach of Residence Hall Regulations last year to 89 incidents this year. The Disciplinary Authority noted that due to Canada Summer Games there were no students living in Student Residences for the months of June, July and the better part of August, resulting in fewer incidents reported. The Disciplinary Authority also noted measures they have taken to provide students with a better understanding of residence rules including revamping their orientation process to include mandatory floor meetings, an alcohol awareness campaign, and providing information regarding items not permitted in residence.

A Disciplinary Authority saw an increase in the number of instances of credit card fraud when compared to last year, which was the result of establishing a formal internal process that does result in disciplinary action in the form of withdrawing the application for admission.

A Disciplinary Authority saw an increase in the number of plagiarism incidents included in admission applications which the Disciplinary Authority indicated was the result of a unit being particularly thorough in reviewing applications.

A Disciplinary Authority noted a trend in their unit which involved students submitting academic work (essays) which was not their own, with the suspicion that the students hired someone to produce the academic work (contract cheating). The Disciplinary Authority noted several similarities in the incidents including a marked difference in the quality of writing in the essay when compared to other work in the course as well as unusual metadata attached to the essays in question. Incidents of this nature should be taken seriously and warrant further observation in future years. There were 40 incidents involving four courses. These incidents were included in the "Other" category, but may require a separate category in the future.

A Disciplinary Authority saw an overall decrease in the number of instances of Academic Misconduct, but was unable to provide an explanation for the decrease.

Total Number of Recorded Discipline Incidents in Relation to Total Number of Students

| Year | Total # of Incidents reported | Total # of students at the University of Manitoba | Percentage |
|------------------|--------------------------------------|--|-------------------|
| 2012-2013 | 548 | 29,181 | 1.9% |
| 2013-2014 | 559 | 29,759 | 1.9% |
| 2014-2015 | 785 | 29,657 | 2.6% |
| 2015-2016 | 779 | 29,929 | 2.6% |
| 2016-2017 | 681 | 29,987 | 2.3% |
| Average | 670 | 29,703 | 2.3% |

I would respectfully request that this letter and the accompanying Annual Report be circulated to those individuals who have occasion to be concerned with disciplinary matters. The sharing of the information concerned in the report will enable continued improvement on consistency in disciplinary matters.

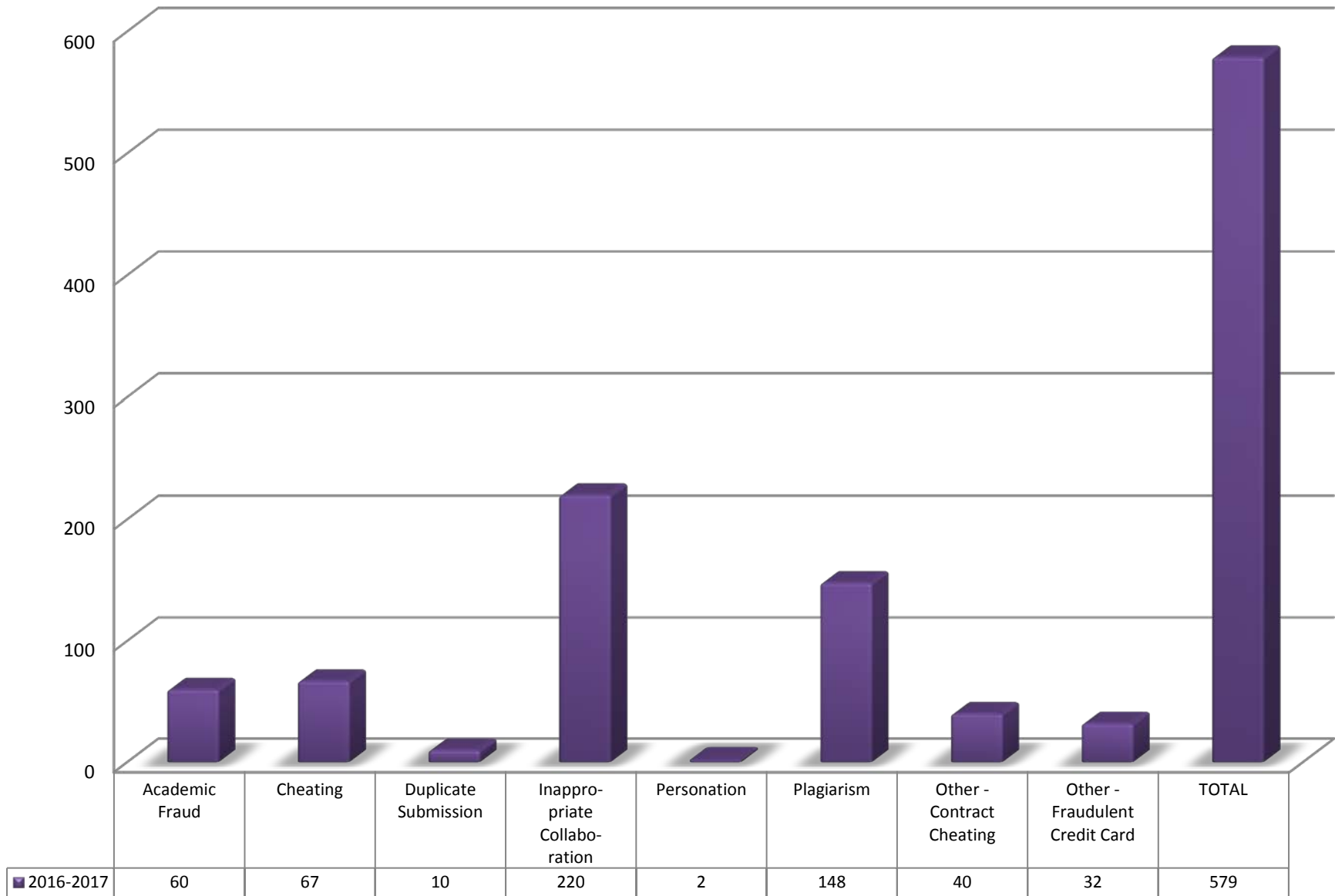
It has been your practice to provide a copy of the Report of the University Discipline Committee to members of Senate and the Board of Governors for their information. Should you choose to continue this practice, I would be prepared to attend the Senate meeting at the time this Report is presented and to speak to it, if called upon to do so.

Yours sincerely,

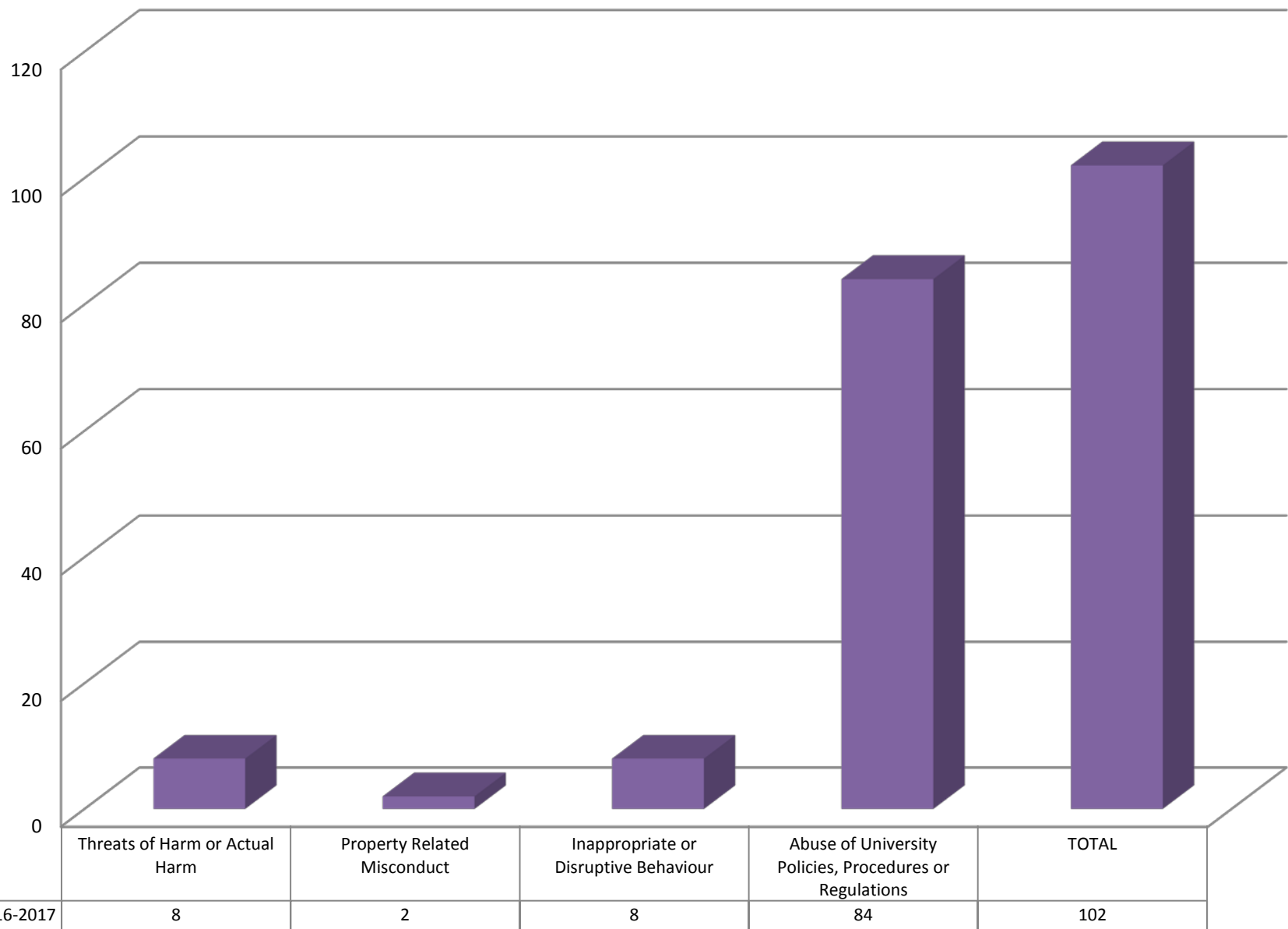


Dr. Brenda Hann, Chair
University Discipline Committee

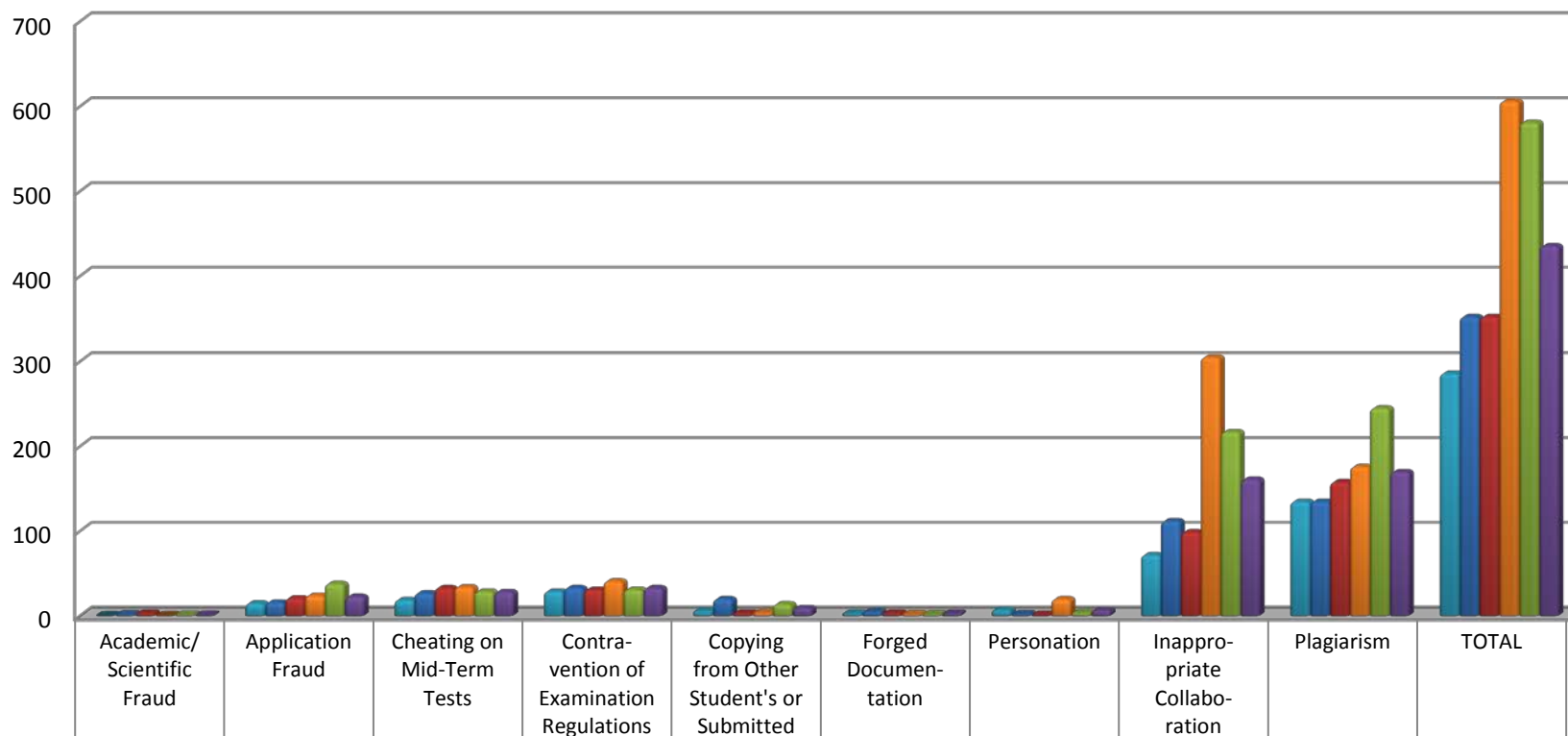
Part 1 - Academic Misconduct



Part 2 - Non-Academic Misconduct

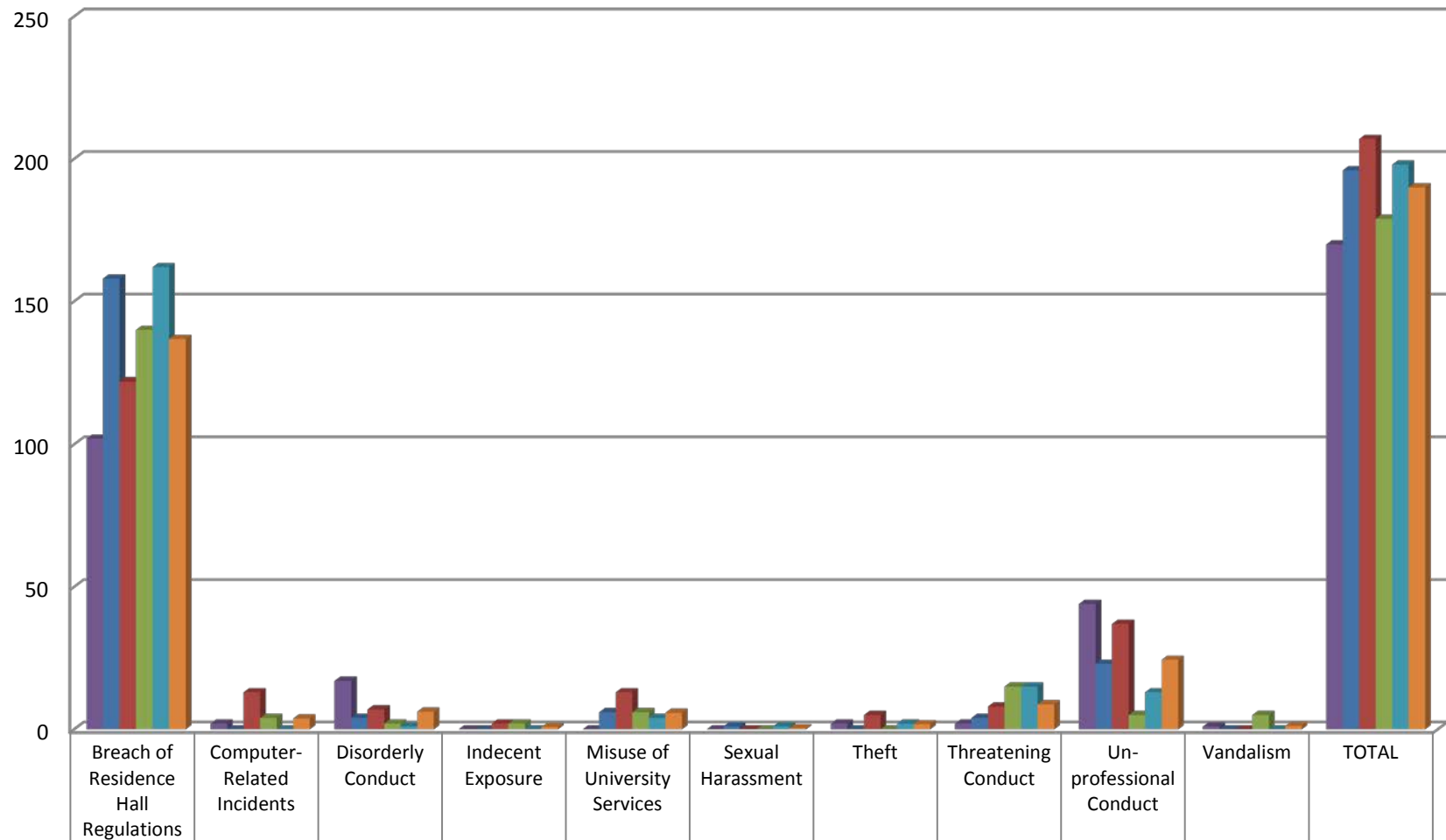


Part 1 - Academic Dishonesty



| | | | | | | | | | | |
|-----------|---|----|----|----|----|---|----|-----|-----|-----|
| 2011-2012 | 0 | 15 | 19 | 29 | 6 | 3 | 7 | 72 | 135 | 286 |
| 2012-2013 | 2 | 16 | 27 | 33 | 20 | 5 | 2 | 112 | 135 | 352 |
| 2013-2014 | 3 | 21 | 33 | 31 | 3 | 3 | 1 | 99 | 158 | 352 |
| 2014-2015 | 0 | 24 | 34 | 41 | 4 | 2 | 20 | 305 | 176 | 606 |
| 2015-2016 | 1 | 38 | 29 | 31 | 14 | 2 | 4 | 217 | 245 | 581 |
| Average | 1 | 23 | 28 | 33 | 9 | 3 | 7 | 161 | 170 | 435 |

Part 2- Inappropriate Behaviour



| | | | | | | | | | | | |
|-----------|-----|----|----|---|----|---|---|----|----|---|-----|
| 2011-2012 | 102 | 2 | 17 | 0 | 0 | 0 | 2 | 2 | 44 | 1 | 170 |
| 2012-2013 | 158 | 0 | 4 | 0 | 6 | 1 | 0 | 4 | 23 | 0 | 196 |
| 2013-2014 | 122 | 13 | 7 | 2 | 13 | 0 | 5 | 8 | 37 | 0 | 207 |
| 2014-2015 | 140 | 4 | 2 | 2 | 6 | 0 | 0 | 15 | 5 | 5 | 179 |
| 2015-2016 | 162 | 0 | 1 | 0 | 4 | 1 | 2 | 15 | 13 | 0 | 198 |
| Average | 137 | 4 | 6 | 1 | 6 | 0 | 2 | 9 | 24 | 1 | 190 |

PART 1: ACADEMIC MISCONDUCT

Notes: Where large numbers of students are noted, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.
[Definitions are available in the Student Academic Misconduct Procedure.](#)

| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|---------------------|---------------------------|---|--|------------------------|---------------------------------------|----------------------|-------------|----------------------|-------------|
| Academic Fraud | 1 | Student submitted a forged medical note when applying for a deferred exam | Grade of "F-DISC"; suspended from the Faculty for one year; notation to appear on record stating: "Found guilty of Academic dishonesty (submitting forged note) in course, and will be suspended from the Faculty for one year."; notation to remain for one year or graduation which ever comes first; urged to review the Academic Integrity Tutorials | Associate Dean | Admission of guilt | Not sought | None | Not sought | None |
| | 1 | Altered a statement provided from a group member in final grade appeal | Comment of "DISC" beside grade; notation on transcript of academic dishonesty; mandatory Academic Integrity Tutorial | Designate of the Dean | None | Not sought | None | Not sought | None |

PART 1: ACADEMIC MISCONDUCT

Notes: Where large numbers of students are noted, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.
[Definitions are available in the Student Academic Misconduct Procedure.](#)

| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|---------------------|---------------------------|--|--|------------------------|---|----------------------|-------------|----------------------|-------------|
| Academic Fraud | 1 | Case solutions copied from case solution website in course | Mark of "zero" on assignment; the final letter grade will be reduced by 1.5 of a letter grade and the grade comment "DISC" will be added; mandatory Academic Integrity Tutorial; all comments may be applied to be removed after a period of six month from the date of the letter or confirmed graduation | Designate of the Dean | In addition to expressing little regret at plagiarism, the student seemed to blame a number of factors including: being short of time, having a lot of courses and the instructor | Not sought | None | Not sought | None |
| | 1 | Case solutions copied from case solution website in course | Mark of "zero" on assignment; the final letter grade will be reduced by a full letter grade and the grade comment "DISC" will be added; mandatory Academic Integrity Tutorial; all comments may be applied to be removed after a period of six months from the date of the letter or confirmed graduation | Designate of the Dean | Minimal citation problems and full disclosure of source | Not sought | None | Not sought | None |

PART 1: ACADEMIC MISCONDUCT

Notes: Where large numbers of students are noted, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.
[Definitions are available in the Student Academic Misconduct Procedure.](#)

| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|---------------------|---------------------------|--|---|------------------------|---|----------------------|-------------|----------------------|-------------|
| Academic Fraud | 1 | Case solutions copied from case solution website in course | Mark of "zero" on assignment; the final letter grade will be followed by the grade comment "DISC"; mandatory Academic Integrity Tutorial; all comments may be applied to be removed after a period of six months from the date of the letter or confirmed graduation | Designate of the Dean | Extensive citation/plagiarism and lack of ownership | Not sought | None | Not sought | None |
| | 1 | Student submitted an application to a College that had been altered by the student | Suspension from taking courses from the Teaching Faculty for one year; suspension from taking courses from the Faculty of Registration for eight months; statement placed on transcript stating penalty and "DISC" which will remain for a year or until graduation; must complete the Academic Integrity Tutorials | Associate Dean | Student admitted guilt but explained that it was not their intent to submit the "improved" record | Not sought | None | Not sought | None |

PART 1: ACADEMIC MISCONDUCT

Notes: Where large numbers of students are noted, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.
[Definitions are available in the Student Academic Misconduct Procedure.](#)

| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|---------------------|---------------------------|---|--|------------------------|---|----------------------|-------------|----------------------|-------------|
| Academic Fraud | 1 | Cited for non-disclosure of post-secondary attendance at another post-secondary institution | Suspension for two years; application withdrawn | Director | Failure to disclose resulted in admission offer and acceptance to a program to which they would not be eligible; progression rules within study would have resulted in suspension had this information been disclosed earlier | Not sought | None | Not sought | None |
| | 1 | Submission of a manipulated and incomplete official transcript | Suspension for one year; no additional transfer courses considered; comment on the academic record noting admission irregularities | Director | Student was cited for non-disclosure two years prior; did not submit a final transcript as requested; grades that were removed were failing grades and progression at U of M would have been impacted | Not sought | None | Not sought | None |
| | 1 | Cited for non-disclosure of post-secondary attendance at another post-secondary institution | Comment on the academic record noting admission irregularities (one year) | Director | Confusion surrounding the admission pathway | Not sought | None | Not sought | None |

PART 1: ACADEMIC MISCONDUCT

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| Academic Fraud | 1 | Cited for non-disclosure of post-secondary attendance at another post-secondary institution | Comment on the academic record noting admission irregularities (one year) | Director | Student used a third party agent; student was confused about institution recognition; student submitted information and transcript on their own once they realized the mistake | Not sought | None | Not sought | None |
| | 1 | Cited for non-disclosure of post-secondary attendance at another post-secondary institution | Comment on the academic record noting admission irregularities (one year) | Director | Timing of the application submission date and start of classes at external institution | Not sought | None | Not sought | None |
| | 1 | Submission of fraudulent TOEFL examination results | Admission offer rescinded; expulsion from program; three year suspension from applying; comment on academic record indicating citation for application irregularities; information shared with other institutions in Canada on Association of Registrars of the Universities and Colleges of Canada list | Director | Student submitted a fraudulent TOEFL result | Not sought | None | Not sought | None |

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|---------------------|---------------------------|---|--|------------------------|--|----------------------|-------------|----------------------|-------------|
| Academic Fraud | 1 | Cited for non-disclosure of post-secondary attendance at another post-secondary institution | Comment on the academic record noting admission irregularities (one year) | Director | Student used a third party agent; student submitted information and transcript on their own once they realized the mistake | Not sought | None | Not sought | None |
| | 1 | Submission of fraudulent transcript | Application withdrawn; five year suspension from applying; comment on academic record indicating cited for application irregularities; information shared with other institutions in Canada on Associate of Registrars of the Universities and Colleges of Canada list | Director | Confirmation from institution that document was fraudulent | Not sought | None | Not sought | None |
| | 1 | Cited for non-disclosure of post-secondary attendance at another post-secondary institution | Comment on the academic record noting admission irregularities (one year) | Director | Confusion over the declaration of older coursework; grades were considered acceptable | Not sought | None | Not sought | None |

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| Academic Fraud | 1 | Submission of fraudulent transcript | Application withdrawn; five year suspension from applying; comment on academic record indicating cited for application irregularities; information shared with other institutions in Canada on Association of Registrars of the Universities and Colleges of Canada list | Director | Transcript was confirmed fraudulent by the institution | Not sought | None | Not sought | None |
| | 1 | Submission of fraudulent TOEFL examination results | Admission offer rescinded; expulsion from program; five year suspension from applying; comment on academic record indicating cited for application irregularities; information shared with other institutions in Canada on Association of Registrars of the Universities and Colleges of Canada list | Director | Student submitted a fraudulent TOEFL result | Not sought | None | Not sought | None |

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| Academic Fraud | 1 | Cited for non-disclosure of post-secondary attendance at another post-secondary institution | Comment on the academic record noting admission irregularities (one year) | Director | Timing of the application submission date and start of classes and grade release at external institution | Not sought | None | Not sought | None |
| | 1 | Cited for non-disclosure of post-secondary attendance at another post-secondary institution | Comment on the academic record noting admission irregularities (one year) | Director | Challenges with institution on recess and unable to obtain an official record | Not sought | None | Not sought | None |
| | 1 | Forged medical document submitted in support of a request for an academic concession in four different courses | Final grade of "F-DISC" in the course #1; suspension from the Faculty for eight months; comment placed on the student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Difficult personal situation led to the act | Not sought | None | Not sought | None |

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| Academic Fraud | 1 | Forged medical document submitted in support of a request for an academic concession in four different courses | Final grade of "F-DISC" in the course #2; suspension from the Faculty for eight months; comment placed on the student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Difficult personal situation led to the act | Not sought | None | Not sought | None |
| | 1 | Forged medical document submitted in support of a request for an academic concession in four different courses | Final grade of "F-DISC" in the course #3; suspension from the Faculty for eight months; comment placed on the student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Difficult personal situation led to the act | Not sought | None | Not sought | None |

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| Academic Fraud | 1 | Forged medical document submitted in support of a request for an academic concession in four different courses | Final grade of "F-DISC" in course #4; suspension from the Faculty for eight months; comment placed on the student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Difficult personal situation led to the act | Not sought | None | Not sought | None |
| | 1 | Forged medical document submitted in support of a request for an academic concession | Final grade of "F-DISC"; suspension from the Faculty for eight months; comment placed on the student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Expressed sincere remorse & regret | Not sought | None | Not sought | None |

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| Academic Fraud | 1 | When reviewing final exam, student altered answers on their bubble sheet and the instructor's answer key | Final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from Faculty of Registration for one year; comment placed on student's record outlining the nature of the infraction and the length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Executive Director | Intentional deception; could have had serious impact on other students in the course | Not sought | None | Not sought | None |
| | 1 | When reviewing final exam, student altered their answers | Final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from Faculty of Registration for one year; comment placed on student's record outlining the nature of the infraction and the length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Executive Director | Previously upheld allegation of academic misconduct; intentional attempt to deceive the instructor | Not sought | None | Not sought | None |

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| Academic Fraud | 1 | Altered sign in sheet for an exam | Mark of "zero" on exam; required to write a letter of apology to the instructor; Academic Integrity Tutorials | Associate Dean in consultation with Faculty of Registration | Student's immediate confession on the day of offense | Not sought | None | Not sought | None |
| | 1 | Conducted research without receiving appropriate and required ethics approval | Five year transcript reprimand "Disciplinary Action Taken Due to a Violation of the Responsible Conduct of Research Policy" | Dean | Breach of Responsible Conduct of Research Policy investigated by Vice-President Research office; discipline imposed by Dean | Not sought | None | Not sought | None |
| Cheating on Quizzes, Tests or Final Examinations | 1 | Caught in possession of a cheat sheet significantly larger than allowed in final exam in course | Final course grade will be reduced by a full letter grade; "DISC" will follow the assigned letter grade (with reduction); mandatory Academic Integrity tutorial; the grade comment can be applied for removal after a period of one year from the date of the letter or graduation | Designate of the Dean | Student made litany of excuses for why the cheat sheet was oversized and lacked accountability | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Caught in possession of unauthorized materials under desk in final exam in course | Final course grade will be reduced by a full letter grade; "DISC" will follow the assigned letter grade (with reduction); mandatory Academic Integrity Tutorial; the grade comment can be applied for removed after a period of one year from the date of the letter or graduation | Designate of the Dean | Admitted to having materials and statement was credible | Not sought | None | Not sought | None |
| | 1 | Asking another student for answers to questions in final exam in course | Final course grade will be reduced by a full letter grade; "DISC" will follow the assigned letter grade (with reduction); mandatory Academic Integrity Tutorial; the grade comment can be applied for removed after a period of one year from the date of the letter or graduation | Designate of the Dean | Statement lacked credibility and accountability | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Final exam protocol breach in course; departed from exam room with page of exam paper | Academic Integrity Tutorial | Designate of the Dean of Teaching Faculty and Associate Dean of Faculty of Registration | Statement of no ill intent was credible | Not sought | None | Not sought | None |
| | 1 | Accessing unauthorized materials (including but is not limited to any electronic device capable of wireless communication and/or storing information) during a final exam | Academic Integrity and Student Conduct Tutorials and associated quiz | Associate Dean | Student did not respond to initial allegation letter by a specified date and, therefore, the faculty discipline committee met to make the final decision on disciplinary action; student did not complete the tutorials or quiz to date | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Accessing unauthorized materials (including but is not limited to any electronic device capable of wireless communication and/or storing information) during a final exam | Required to complete the Academic Integrity and Student Conduct Tutorials and associated quiz; statement placed on student's academic record as follows: "Student charged with academic dishonesty in course"; may request removal of statement after eight months | Associate Dean | No clear indication of why student did not respond to repeated questioning regarding the possession of an electronic device during the time student was headed to the washroom | Not sought | None | Not sought | None |
| | 1 | Similar answers on a midterm test as that of another student | Mark of "zero" on midterm test; "Allegation of Academic Dishonesty upheld in course" comment on student's record; required to complete the Academic Integrity and Student Conduct Tutorial and associated quiz | Acting Department Head | None indicated | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Accessed notes on cell phone during final exam | Final grade of "F-DISC"; one year suspension from Faculty | Acting Associate Dean | Student did not contact Faculty or Student Advocacy before deadline; decision was made without student input; student did not contact Student Advocacy until after appeal deadline had passed | Not sought | None | Not sought | None |
| | 1 | Student found in possession of unauthorized material (a piece of paper with answer to an exam question) during the final exam | Final grade of "F-DISC"; statement on transcript: "Student charged with academic dishonesty by contravening exam regulations in course" to remain on record for two years or until graduation; required to complete the Academic Integrity Tutorial | Associate Dean (Academic) | None | Not sought | None | Not sought | None |
| | 1 | Possession of unauthorized materials in midterm exam | Two year suspension from Faculty; "F-DISC" grade plus disciplinary note on transcript; letter of apology to Instructor | Associate Dean | Second instance of academic dishonesty | Local Disciplinary Committee | Appeal denied | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Possession of unauthorized materials in midterm exam | "F-DISC" grade plus disciplinary note on transcript; letter of apology to Instructor | Associate Dean | None | Not sought | None | Not sought | None |
| | 1 | Student was caught cheating on midterm; evidence of previous dishonesty so file moved up to Associate Dean | Letter of apology to Instructor; "F" in course; note on transcript; two year suspension | Associate Dean | Instructor had picture of website used in exam; student had already been required to take Academic Integrity Tutorial; second instance of academic dishonesty | Not sought | None | Not sought | None |
| | 1 | Student found in possession of unauthorized material (note sheet) during final exam | Grade of "F-DISC"; suspended from taking courses offered by the Faculty for eight months; statement on academic transcript: "Student charged with academic dishonesty (contravention of exam regulations); suspended from taking courses offered by the Faculty for eight months."; must complete Academic Integrity Tutorials | Associate Dean | Invigilator found a full page of formulae that could have been used to improve the student's mark | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Student had identical answers to another student on midterm | Final grade of "F-DISC"; suspended from taking courses offered by the Faculty for eight months; statement on academic transcript: "Student charged with academic dishonesty (cheating on the midterm exam); suspended from taking courses offered by the Faculty for eight months."; must complete the Academic Integrity Tutorials | Associate Dean | Second disciplinary action in the same course; student did not have any logical explanation as to why both midterm exams were almost identical | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Student did not follow rules of exam regulations and was warned by invigilators to stop looking at and talking to another student | Due to lack of scholastic evidence to support cheating student was reprimanded for behaviour during exam; notation on student transcript/record indicating formal letter of reprimand was issued; statement will remain for two years duration or until graduation pending no additional violations of Student Discipline Bylaw; must complete Academic Integrity Tutorial | Associate Dean | Allegation of academic dishonesty did not meet the criteria, built around the balance of probability, for them to be found guilty of cheating; behavior was unsettling and disruptive | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Student attended a final exam for a course that student was not registered for (due to academic suspension) and walked out of the exam without submitting the exam script | Suspended from taking courses offered by Faculty for eight months; statement on transcript that states, "Student charged with academic dishonesty (contravention of the final exam regulations) and suspended from taking courses offered by the Faculty for eight months."; statement to remain for two years or until graduation; complete Academic Integrity Tutorials | Associate Dean | None | Not sought | None | Not sought | None |
| | 1 | Student cheated on test by copying answer's from another student's test paper | Mark of "zero" will be assigned for test; "DISC" designation will appear on academic transcript, along with notation "Student charged with academic dishonesty" | Department Head | Student admitted guilty actions | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Student copied solutions from another student during term test | Mark of "zero" assigned to term test; "DISC" designation will appear on academic transcript, along with the notation of "Student charged with academic dishonesty (copying)."; may ask for removal after one year or until graduation | Department Head | Admitted guilt | Not sought | None | Not sought | None |
| | 1 | Student had identical answers to those of another student on two quizzes | Grades of "zero" will be assigned to the two quizzes; "DISC" designation will appear on academic transcript, along with the notation "Student charged with academic dishonesty (copying)." "DISC" designation to remain for a period of one year or until graduation, which ever comes first | Department Head | None | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Cheating on final exam by bringing in unauthorized material with written notes and formulae | Grade of "F-DISC"; suspended from taking courses in the Faculty for one year; complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | None | Not sought | None | Not sought | None |
| | 1 | Final exam; wrote formula on arm before final | Grade of "F-DISC"; suspended from taking courses in the Faculty for eight months; complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | None | Not sought | None | Not sought | None |
| | 2 | Final exam; copied from another student | Grade of "F-DISC"; suspended from taking courses in the Faculty for eight months; complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | Second incident | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Student brought small sheet of notes, definitions, and fundamental concepts into final exam | Grade of "F-DISC"; suspended from taking courses in the Faculty for eight months; complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | None | Not sought | None | Not sought | None |
| | 1 | Student was found in possession of unauthorized material (crib notes) in glass case in final exam | Grade of "F-DISC"; suspended from taking courses in the Faculty for eight months; complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | None | Not sought | None | Not sought | None |
| | 2 | Student found cheating from another student on final exam | Grade of "F-DISC"; suspended from taking courses in the Faculty for one year; complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | None | Not sought | None | Not sought | None |
| | 2 | Student found cheating from another student on midterm | Required to complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | None | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Student found looking at UMLearn during final exam | Grade of "F-DISC"; suspended from taking courses offered in the Faculty for a period of eight months; statement on transcript "Student charged with academic dishonesty by plagiarism in course and suspended from taking courses offered by the Faculty for eight months"; statement to remain for the period of two years or until graduation; complete the Academic Integrity Tutorials and Quiz | Associate Dean | None | Not sought | None | Not sought | None |
| | 2 | Student found cheating from another student quiz | Mark of "zero" on quiz; "DISC" designation will appear on academic transcript, along with notation "Student charged with academic dishonesty (inappropriate collaboration)"; notation will appear for one year | Department Head | None | Not sought | None | Not sought | None |
| | 2 | Student copied from or allowed to copy from midterm | Mark of "zero" on the midterm and must complete the Academic Integrity Tutorial and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 2 | Allegation of academic dishonesty for midterm | Mark of "zero" on midterm; complete Academic Integrity and Student Conduct Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |
| | 3 | Cheating on midterm | Mark of "zero" on midterm; complete Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 1 | Cheating on quiz | Mark of "zero" on quiz; required to complete the Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 2 | Student copied or allowed to copy from quiz | Mark of "zero" on the quiz; complete Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Student copied answers from another student on the final lab exam | Grade of "F-DISC"; suspended from taking courses offered in the Faculty for one year; statement on transcript "Student charged with academic dishonesty by self plagiarism and forgery of scientific data on lab report in course plus cheating on final lab exam. Suspended from taking courses offered by the Faculty for one year."; statement to remain for the period of two years or until graduation; complete the Academic Integrity Tutorials and Quiz | Associate Department Head | Two previous disciplinary actions | Not sought | None | Not sought | None |
| | 1 | Student continued to write exam after time was up | "DISC" designation will appear on academic transcript along with notation that student charged with academic dishonesty; will remain on transcript for six months; strongly encouraged to review Academic Integrity Tutorial | Department Head | Minimal time writing the paper after time was up | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Notes written on hand | Final grade of "F-DISC"; suspension from taking courses offered by the Faculty for eight months; comment placed on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Faculty of Registration | Admission to the allegation; length of suspension reduced | Not sought | None | Not sought | None |
| | 1 | Cheating on an in class test | Final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for eight months; suspension from taking courses offered by the Faculty of Registration for eight months; comment placed on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Faculty of Registration | Admission, remorse, apology; length of suspension reduced | Not sought | None | Not sought | None |

PART 1: ACADEMIC MISCONDUCT

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| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|--|---------------------------|---|--|------------------------|---|------------------------------|--|---------------------------------|---|
| Cheating on Quizzes, Tests or Final Examinations | 1 | Cheating on Mid-Term Exam - looking at the paper of another student | Final grade of "F-DISC" in the course; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Student denied the allegation despite being observed by the invigilator, glancing at their neighbour's exam answers | Local Disciplinary Committee | Appeal denied; increased penalty to ensure comments remain permanently on record | University Discipline Committee | Appeal denied; increased penalty to include a suspension from taking courses in all Faculties at the UofM for a period of 20 months |
| | 1 | Cheating on a final exam - looking at cell phone during exam | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Invigilator observed student looking at cell phone for an extended period of time | Local Disciplinary Committee | Appeal denied | University Discipline Committee | Appeal denied |
| | 2 | Cheating on an Exam | Mark of "zero" on final exam; 'Discipline' notation added to final grade in course | Associate Dean | None | Not sought | None | Not sought | None |

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|---|---------------------------|--|--|------------------------|---|----------------------|-------------|----------------------|-------------|
| Cheating on Quizzes, Tests or Final Examinations | 1 | Cheating on a Mid-Term Exam | Final grade of "F-DISC" in the course; suspension from the Faculty for eight months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Sincere remorse; apology; penalty reduced as a result | Not sought | None | Not sought | None |
| | 1 | Student took photographs of answer key at the end of exam, even though students were instructed not to do so | "DISC" notation added to final grade; Academic Integrity Tutorials | Associate Dean | Student had no intention of sharing the questions and answers | Not sought | None | Not sought | None |
| | 1 | Cheating on on-line quizzes | Mark of "zero" in both quizzes; "DISC" notation added to final grade; comment on record outlining the nature of the infraction | Associate Dean | None | Not sought | None | Not sought | None |
| | 1 | Invigilator detected crib notes | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |

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|--|---------------------------|---|---|------------------------|---|------------------------------|---------------|---------------------------------|---------------|
| Cheating on Quizzes, Tests or Final Examinations | 1 | Cheating on an Exam; suspected cheating from answer key | Final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from Faculty of Registration for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Local Disciplinary Committee | Appeal denied | University Discipline Committee | Appeal denied |
| | 1 | Student left room with exam script which breached the rules set out by the Instructor | Academic Integrity Tutorials | Associate Dean | Honest & forthright account of events related to the allegation | Not sought | None | Not sought | None |
| | 1 | Cheating on an Exam - suspected cheating from answer key | Final grade of "F-DISC" in the course; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Reproduced verbatim material from Wikipedia on final exam; instructions on exam, in class, and in syllabus explicitly state that verbatim reproduction from other sources is not allowed | Final grade of "F-DISC"; suspension from the Faculty for four months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Multiple allegations against student in this course | Not sought | None | Not sought | None |
| | 1 | Reproduced verbatim material from Wikipedia on final exam; instructions on exam, in class, and in syllabus explicitly state that verbatim reproduction from other sources is not allowed | Final grade of "F-DISC"; suspension from the Faculty for four months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Several allegations, in several courses, over several terms brought against student | Not sought | None | Not sought | None |
| | 1 | Reproduced verbatim material from Wikipedia on final exam; instructions on exam, in class, and in syllabus explicitly state that verbatim reproduction from other sources is not allowed | Final grade of "F-DISC"; suspension from the Faculty for four months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Multiple allegations against student in this course | Not sought | None | Not sought | None |

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|--|---------------------------|--|---|------------------------|---|------------------------------|---------------|----------------------|-------------|
| Cheating on Quizzes, Tests or Final Examinations | 1 | Reproduced verbatim material from Wikipedia on final exam; instructions on exam, in class, and in syllabus explicitly state that verbatim reproduction from other sources is not allowed | Final grade of "F-DISC"; suspension from the Faculty for four months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Multiple allegations against student in this course | Not sought | None | Not sought | None |
| | 1 | Reproduced verbatim material from Wikipedia on final exam; instructions on exam, in class, and in syllabus explicitly state that verbatim reproduction from other sources is not allowed | Final grade of "F-DISC"; suspension from the Faculty for four months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Multiple allegations against student in this course | Local Disciplinary Committee | Appeal denied | Not sought | None |

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|--|---------------------------|--|--|---|---|----------------------|-------------|----------------------|-------------|
| Cheating on Quizzes, Tests or Final Examinations | 1 | Reproduced verbatim material from Wikipedia on final exam; instructions on exam, in class, and in syllabus explicitly state that verbatim reproduction from other sources is not allowed | Final grade of "F-DISC"; suspension from the Faculty for four months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Previously upheld allegation of academic misconduct | Not sought | None | Not sought | None |
| | 1 | Cheating on a final exam | Final grade of "F-DISC"; suspension from taking courses offered by the Faculty for eight months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Faculty of Registration | Admission, apology, remorse; length of suspension reduced in light of student statement | Not sought | None | Not sought | None |
| | 1 | Cheating on a final exam | Final grade of "F-DISC"; suspension from the Faculty for eight months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Admission, apology, remorse; length of suspension reduced in light of student statement | Not sought | None | Not sought | None |

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| Cheating on Quizzes, Tests or Final Examinations | 1 | Student observed sending and receiving text messages during exam | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |
| | 1 | Found to be in possession of unauthorized materials during an exam (crib notes) | Final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for eight months; suspension from taking courses offered by the Faculty of Registration for eight months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Student provided honest and forthright statement; length of suspension reduced in light of student's statement | Local Disciplinary Committee | Appeal denied | Not sought | None |
| Duplicate Submission | 1 | Lab report contained information that was copied from a lab report from the previous academic year | Mark of "zero" on lab experiment; cannot use lab mark for lab exemption | Associate Department Head | Admission of guilt | Not sought | None | Not sought | None |

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|----------------------|---------------------------|--|---|---------------------------|---------------------------------------|----------------------|-------------|----------------------|-------------|
| Duplicate Submission | 3 | Copied from a lab report from previous academic year | Mark of "zero" on lab experiment; lab mark cannot be used for a lab exemption even if student has earned 60% or better after applying the above penalty | Associate Department Head | None | Not sought | None | Not sought | None |
| | 2 | Copied from a lab report from previous academic year | Mark of "zero" on lab experiment; lab mark cannot be used for a lab exemption even if student has earned 60% or better after applying the above penalty | Associate Department Head | None | Not sought | None | Not sought | None |
| | 1 | Copied from lab report from previous academic year | Mark of "zero" for lab experiment; lab mark cannot be used for lab exemption even if earned 60% or better | Associate Department Head | None | Not sought | None | Not sought | None |

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|----------------------|---------------------------|---|---|---------------------------|---------------------------------------|----------------------|-------------|----------------------|-------------|
| Duplicate Submission | 1 | Student self plagiarised and falsified data on a lab report | Grade of "F-DISC"; suspended from taking courses offered in the Faculty for one year; statement on transcript "Student charged with academic dishonesty by self plagiarism and forgery of scientific data on lab report in course plus cheating on final lab exam. Suspended from taking courses offered by the Faculty for one year."; statement to remain for the period of two years or until graduation; complete Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 2 | Student found copying from Lab Report from previous academic year | Mark of "zero" on lab experiment; lab mark cannot be used for lab exemption even if 60% or better earned | Associate Department Head | Second offence | Not sought | None | Not sought | None |

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| Inappropriate Collaboration | 1 | Inappropriate collaboration in course | Grade of "F-DISC" in course; notation on transcript; mandatory Academic Integrity Tutorial; student may apply for comments to be removed after a period of two years or confirmed graduation | Designate of the Dean | Second upheld allegation | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration | Notation on transcript; mandatory Academic Integrity Tutorial; comment may be applied for removal after a period of one year or confirmed graduation | Designate of the Dean | None | Not sought | None | Not sought | None |
| | 1 | Identical tables submitted as part of final in-class exam in course | Grade of "C+" in course; two year transcript reprimand | Associate Dean | Denied collaboration but could not produce plausible explanation for identical tables | Not sought | None | Not sought | None |
| | 1 | Identical tables submitted as part of final in-class exam in course | Grade of "C+ "in course; five year transcript reprimand | Associate Dean | Denied collaboration but could not produce plausible explanation for identical tables; second case of academic misconduct | Not sought | None | Not sought | None |

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|-----------------------------|---------------------------|--|--|---------------------------|--|------------------------------|---|----------------------|-------------|
| Inappropriate Collaboration | 1 | Significant text and data identical in individual assignment in course | Mark of "zero" on assignment; resulted in grade of "C" in course (permitted to repeat course); 12 month transcript reprimand | Associate Dean | None | Not sought | None | Not sought | None |
| | 1 | Significant text and data identical in individual assignment in course | Mark of "zero" on assignment; resulted in grade of "C" in course (permitted to repeat); 18 month transcript reprimand | Associate Dean | Held greater responsibility for the inappropriate collaboration | Not sought | None | Not sought | None |
| | 2 | Submitted the same assignment as another student | Mark of "zero" on assignment; Academic Integrity Tutorials | Associate Dean | Students were absent from class on day assignment guidelines were provided | Not sought | None | Not sought | None |
| | 2 | Students copied answers from one another during the final exam of course | Grade of "F-DISC" in course; statement on transcript: "Student charged with academic dishonesty (Inappropriate Collaboration)" to remain on record for two years or until graduation; required to complete the Academic Integrity Tutorial | Associate Dean (Academic) | Students had identical wrong answers on the exam that matched students seated next to each other | Local Disciplinary Committee | All penalties upheld; additional penalty assigned: suspension from the Faculty for three months | Not sought | None |

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|-----------------------------|---------------------------|---|---|---------------------------|---|----------------------|-------------|----------------------|-------------|
| Inappropriate Collaboration | 1 | Student copied answers from one another during the final exam of course | Grade of "F-DISC" in course; statement on transcript: "Student charged with academic dishonesty (Inappropriate Collaboration) " to remain on record for two years or until graduation; required to complete the Academic Integrity Tutorial | Associate Dean (Academic) | Student had identical wrong answer on the exam that matched two others students seated next to each other | Not sought | None | Not sought | None |
| | 1 | Student dictated work to a student who then translated his/her work from home language to English | Academic Learning Centre meeting/workshop; Academic Integrity Tutorial; work one-on-one with Academic Learning Centre's EAL Specialist Instructor; submit new assignment; "DISC" comment on transcript | Associate Dean (Academic) | Student admitted what he/she did; didn't know it was wrong; still following high school teachers suggestions encouraging others help; student assumed responsibility in wrong doing | Not sought | None | Not sought | None |
| | 9 | Students worked together (similar to exact wording and calculations) on one lab assignment | "Zero" on assignment; note on transcript; required to take Academic Integrity Tutorial | Director | First Offense | Not sought | None | Not sought | None |

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|-----------------------------|---------------------------|---|---|------------------------|---------------------------------------|----------------------|-------------|----------------------|-------------|
| Inappropriate Collaboration | 1 | Academic dishonesty on question in assignment; appears to be a copy of solution for same question in earlier term | Grade of "F-DISC"; suspended from the Faculty for a period of eight months; notation to appear on record stating: "Found charged with Academic dishonesty (inappropriate collaboration) in course, and will be suspended from the Faculty for eight months."; complete (again) the Academic Integrity Training and Student Conduct Tutorial | Associate Dean | Previous disciplinary action | Not sought | None | Not sought | None |
| | 1 | Assignment; similar solutions by another student | Grade of "F-DISC"; suspended from the Faculty for a period of eight months; notation to appear on record stating: "Found charged with Academic dishonesty (inappropriate collaboration) in course, and will be suspended from the Faculty for eight months."; notation to remain for eight months or until graduation which ever comes first; repeat the Academic Integrity Training and Student Conduct Tutorial | Associate Dean | Previous disciplinary action | Not sought | None | Not sought | None |

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| Inappropriate Collaboration | 1 | Student copied or allowed to copy from another student | Mark of "zero" on assignment; this is the second incident; received a suspension from taking courses offered by Faculty for one year due to the first incident; required to take Academic Integrity and Student Conduct Tutorials | Associate Dean | Second incident | Not sought | None | Not sought | None |
| | 1 | Student copied or allowed to copy from another student | Mark of "zero" on assignments; must complete Academic Integrity Tutorials | Associate Head | None | Not sought | None | Not sought | None |
| | 2 | Allegation that student copied answers from or allowed student to copy from them for take home midterm exam | Mark of "zero" on midterm exam; unable to use lab grade for lab exception; statement on transcript "charged with academic dishonesty (inappropriate collaboration on take home midterm exam.)"; statement to remain for one year or until graduation; must complete Academic Integrity Tutorials | Associate Dean | Both students came forward with the admission of guilt; submission of report from instructor for both students | Not sought | None | Not sought | None |

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| Inappropriate Collaboration | 1 | Student explained that another student whom they thought they were helping copied the answers from assignment rather than using them for reference | Mark of "zero" on assignment | Associate Department Head | Student was working when friend called asking for help on assignment, tried to explain but with being busy at work and friend did not understand; sent assignment to use as a guideline; friend copied it fully | Not sought | None | Not sought | None |
| | 1 | Student copied or allowed to copy from assignment | Mark of "zero" on the assignment; complete the Academic Integrity Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |
| | 1 | Student help a friend in assignment by creating a pseudocode | Grade of "F-DISC"; notation will appear on academic record, "Found guilty of Academic dishonesty (inappropriate collaboration) in course."; notation to remain until graduation; suggestion to review the Academic Integrity Tutorials | Associate Dean | None | Not sought | None | Not sought | None |

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| Inappropriate Collaboration | 2 | Student inserted own graphs into another student's assignment | Mark of "zero" on the assignment; complete Academic Integrity Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration on assignment | Grade of "F-DISC"; suspended from taking courses in the Faculty for one year; starts May 1, 2017 and concludes April 30, 2018; complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | Previous disciplinary action | Not sought | None | Not sought | None |
| | 2 | Student collaborated with another student on assignment | Mark of "zero" on assignment; "DISC" designation will appear on academic transcript, along with notation "Student charged with academic dishonesty (inappropriate collaboration)" | Department Head | None | Not sought | None | Not sought | None |

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| Inappropriate Collaboration | 2 | Student collaborated with another student on assignment | A "DISC" designation will appear on academic transcript, along with notation " Student charged with academic dishonesty (inappropriate collaboration)"; notation will appear for one year, because student VW will not receive "zero" on assignment | Department Head | None | Not sought | None | Not sought | None |
| | 18 | Student found cheating from another student on assignment | Mark of "zero" on affected assignments; complete the Academic Integrity and Student Conduct Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |
| | 12 | Student copied from or allowed to copy from assignment | Mark of "zero" on the assignment and must also complete the Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 9 | Material submitted found to be same as another student(s) on assignment | Mark of "zero" on assignment; required to complete the Academic Integrity and Student Conduct Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |

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| Inappropriate Collaboration | 1 | Inappropriate Collaboration | Mark of "zero" on assignment; complete Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 2 | Inappropriate Collaboration | Mark of "zero" on assignment; complete Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 3 | Student copied or allowed to copy from another student in assignment | Mark of "zero" on the assignment; must complete the Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 6 | Allegation of academic dishonesty in assignment | Mark of "zero" on assignment; complete the Academic Integrity and Student Conduct Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |
| | 6 | Student copied or allowed to copy from assignment | Mark of "zero" on assignment; must complete the Academic Integrity Tutorial and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 56 | Material submitted found to be same as another student(s) on assignment | Mark of "zero" on assignment; complete the Academic Integrity Quiz and Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |

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| Inappropriate Collaboration | 22 | Students copied or allowed to copy from assignment | Mark of "zero" on assignment; complete the Academic Integrity Tutorial and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 1 | Students copied or allowed to copy from assignment | Mark of "zero" on assignment; complete the Academic Integrity Tutorial and Quiz | Associate Department Head | None | Local Disciplinary Committee | Appeal denied | Not sought | None |
| | 10 | Material submitted found to be same as another student(s) on assignment | Mark of "zero" on assignment; complete the Academic Integrity and Student Conduct Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |
| | 1 | Material submitted found to be same as another student(s) on two assignments | Mark of "zero" on two assignments; complete the Academic Integrity and Student Conduct Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |
| | 3 | Completed assignment together with two other students | Mark of "zero" on assignment; Can re-do and re-submit assignment; complete the Academic Integrity and Student Conduct Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |

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| Inappropriate Collaboration | 6 | Student had portions of same solutions as other students for assignment | Mark of "zero" on assignment; "DISC" designation will appear on academic transcript along with notation that student charged with academic dishonesty; will remain on transcript for six months; strongly encouraged to review Academic Integrity Tutorial | Department Head | None | Not sought | None | Not sought | None |
| | 10 | Student collaborated with another student on assignment | Mark of "zero" on assignment; "DISC" designation will appear on academic transcript, along with notation " Student charged with academic dishonesty (inappropriate collaboration)" | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an assignment | Mark of "F" on assignment; disciplinary notation attached to final grade; write statement (500 words); Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |

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|-----------------------------|---------------------------|---|---|--|---------------------------------------|----------------------|-------------|----------------------|-------------|
| Inappropriate Collaboration | 1 | Inappropriate collaboration detected in an assignment | Mark of "F" on assignment | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an assignment | Mark of "F" on assignment; disciplinary notation attached to final grade; write statement (500 words); Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an assignment | Mark of "F" in assignment; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an assignment | Mark of "F" on assignment; disciplinary notation attached to final grade; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an assignment | Mark of "F" on assignment; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an assignment | Mark of "F" on assignment; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |

PART 1: ACADEMIC MISCONDUCT

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| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|-----------------------------|---------------------------|---|---|------------------------|---------------------------------------|----------------------|-------------|----------------------|-------------|
| Inappropriate Collaboration | 1 | Inappropriate collaboration detected in an assignment | Mark of "F" on assignment; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an essay | Mark of "F" on assignment; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in two essays in two different courses | Mark of "F" on both essays; final grade of "F-DISC"; comment on student's record outlining the nature of the infraction; Academic Integrity Tutorials | Associate Dean | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in two essays in two different courses | Mark of "F" on both essays; final grade of "F-DISC"; comment on student's record outlining the nature of the infraction; Academic Integrity Tutorials | Associate Dean | None | Not sought | None | Not sought | None |

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|-----------------------------|---------------------------|---|---|--|---|----------------------|-------------|----------------------|-------------|
| Inappropriate Collaboration | 1 | Inappropriate collaboration detected in two essays | Mark of "F" on both essays; final grade of "F-DISC"; comment on student's record outlining the nature of the infraction; Academic Integrity Tutorials | Associate Dean | Associate Dean could not establish Personation had occurred, but it became clear at the investigative meeting that inappropriate collaboration had occurred | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an essay | Mark of "F" on paper; final grade of "F-DISC"; Cite Rite Program; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an essay | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an assignment | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Inappropriate collaboration detected in an assignment | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |

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|---|---------------------------|---|--|------------------------|---|----------------------|-------------|----------------------|-------------|
| Inappropriate Collaboration | 1 | Inappropriate collaboration detected in essays | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Student investigated for the same allegation in two different courses | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Student investigated for the same allegation in two different courses | Not sought | None | Not sought | None |

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|---|---------------------------|---|---|------------------------|---|----------------------|-------------|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; suspension from taking courses offered by two Departments for two years; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Previously upheld allegation of academic misconduct | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |

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|---|---------------------------|---|--|------------------------|---|------------------------------|---------------|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for eight months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Student admitted to allegation and showed remorse | Local Disciplinary Committee | Appeal denied | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for eight months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Student admitted to allegation and showed remorse | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC" in the course; suspension from the Faculty for eight months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Student admitted to allegation and showed remorse | Not sought | None | Not sought | None |

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|---|---------------------------|---|--|--|---|----------------------|-------------|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from taking courses offered by the Faculty for eight months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Executive Director | None | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC" in the course; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Multiple allegations brought against student in this course | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |

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|---|---------------------------|---|--|---|---------------------------------------|------------------------------|---------------|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from taking courses offered by the Faculty of Registration for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with the Faculty of Registration | Common penalty assigned | Local Disciplinary Committee | Appeal denied | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; suspension from taking courses offered by two Departments for two years; comment on Record outlining nature of infraction and length of suspension(s); discipline notation and comments to remain permanently on record; Academic Integrity Tutorials | Associate Dean | Previously upheld allegation | Not sought | None | Not sought | None |

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|---|---------------------------|---|--|------------------------|--|----------------------|-------------|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC" in course #1; suspension from the Faculty for one year; final grade of "F-DISC" in course #2; suspension from the Faculty for one year to commence upon completion of the suspension related to course #1; suspension from taking courses offered by two Departments for three years; comment on Record outlining nature of infractions and length of suspension; Academic Integrity Tutorials | Associate Dean | Personation detected in two separate courses as part of this investigation | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC" in course #2; suspension from the Faculty for one year to commence upon completion of the suspension related to course #1; suspension from taking courses offered by two Departments for three years; comment on Record outlining nature of infractions and length of suspension; Academic Integrity Tutorials | Associate Dean | Personation detected in two separate courses as part of this investigation | Not sought | None | Not sought | None |

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|---|---------------------------|---|---|------------------------|---|----------------------|-------------|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC" in course #1; suspension from the Faculty for two years; suspension from taking courses offered by two Departments for three years; permanent comment outlining the infractions and suspensions; Academic Integrity Tutorials | Associate Dean | Personation detected in four different courses/sections | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC" in course #2; suspension from the Faculty for two years; suspension from taking courses offered by two Departments for three years; permanent comment outlining the infractions and suspensions; Academic Integrity Tutorials | Associate Dean | Personation detected in four different courses/section | Not sought | None | Not sought | None |

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| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC" in course #3; suspension from the Faculty for two years; suspension from taking courses offered by two Departments for three years; permanent comment outlining the infractions and suspensions; Academic Integrity Tutorials | Associate Dean | Personation detected in four different courses/section | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC" in course #4; suspension from the Faculty for two years; suspension from taking courses offered by two Departments for three years; permanent comment outlining the infractions and suspensions; Academic Integrity Tutorials | Associate Dean | Personation detected in four different courses/sections | Not sought | None | Not sought | None |

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|---|---------------------------|---|--|--|---|------------------------------|------------------|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from Faculty of Registration for one year; comment on student's record outlining the infraction and length of suspensions; Academic Integrity Tutorials | Associate Dean in consultation with Executive Director | Previously upheld allegation of academic misconduct | Local Disciplinary Committee | Appeal denied | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Multiple allegations brought against this student in this course (Cheating on exam / Personation) | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC" in the course; suspension from the Faculty for two years; permanent comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Previously upheld allegation of academic misconduct | Local Disciplinary Committee | Appeal withdrawn | Not sought | None |

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|---|---------------------------|---|--|---|--|------------------------------|---|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Multiple allegations brought against this student in this course | Local Disciplinary Committee | Appeal denied | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from taking courses offered by the Faculty of Registration for one year; comment placed on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Faculty of Registration | Common penalty assigned | Local Disciplinary Committee | Appeal granted; allegation changed - Personation to Inappropriate Collaboration; penalties remained the same except for reduction in length of suspension to six months | Not sought | None |

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| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Previously upheld allegation of academic misconduct; multiple allegations brought against this student in this course; common penalty assigned | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "zero" on both papers; final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from taking courses offered by the Faculty of Registration for one year; comment placed on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Faculty of Registration | Common penalty assigned | Not sought | None | Not sought | None |

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|---|---------------------------|---|---|------------------------|---|------------------------------|---|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; permanent comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Previously upheld allegation of academic misconduct; multiple allegations brought against this student in this course | Local Disciplinary Committee | Appeal denied; penalties remained the same except length of suspension increased to 24 months | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "zero" on the essay; final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Previously upheld allegation of academic misconduct | Local Disciplinary Committee | Appeal withdrawn | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "zero" on both papers; final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Local Disciplinary Committee | Appeal denied | Not sought | None |

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| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "zero" on both papers; final grade of "F-DISC"; suspension from the Faculty for eight months; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Forthright and honest account of how the essays were created | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "zero" on both papers; final grade of "F-DISC"; suspension from taking courses offered by the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Faculty of Registration | Common penalty assigned | Not sought | None | Not sought | None |

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|---|---------------------------|---|---|------------------------|---------------------------------------|----------------------|-------------|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "zero" on both papers; final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "zero" on both papers; final grade of "F-DISC"; suspension from the Faculty for one year; comment on record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |

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|---|---------------------------|---|--|--|---|----------------------|-------------|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "F" on essays; final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from Faculty of Registration for one year; comment on student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in Consultation with Executive Director | Previously upheld allegation of academic misconduct | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "F" on essays; final grade of "F-DISC"; suspension from the Faculty for one year; comment on student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |

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|---|---------------------------|---|---|------------------------|---------------------------------------|----------------------|-------------|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "F" on one essay; final grade of "F-DISC"; suspension from the Faculty for one year; comment on student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "F" on two essays; final grade of "F-DISC"; suspension from the Faculty for one year; comment on student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | None | Not sought | None | Not sought | None |

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|---|---------------------------|---|--|---|--|------------------------------|--|----------------------|-------------|
| Other - Describe incident in Details column | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "zero" on paper; final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from the Faculty of Registration for one year; comment on student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Faculty of Registration | Common penalty assigned | Local Disciplinary Committee | Appeal denied | Not sought | None |
| | 1 | Submission of academic work which is not one's own (essays); suspicion of hiring someone to produce the academic work (contract cheating) | Mark of "F" on essays; final grade of "F-DISC"; suspension from the Faculty for one year; comment on student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean | Common penalty assigned | Not sought | None | Not sought | None |
| | 1 | Application fee paid with fraudulent credit card | Application nullified; suspended from applying to the Faculty for a period of two years; future applications require approval of Dean | Dean | Replied stating an acquaintance paid the fee on applicant's behalf - applicant did not take responsibility for the payment | Local Disciplinary Committee | Appeal denied; however suspension penalty adjusted to one year | Not sought | None |

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|---|---------------------------|--|--|---|--|------------------------------|------------------|----------------------|-------------|
| Other - Describe incident in Details column | 18 | Application fee paid with fraudulent credit card | Application nullified; suspended from applying to the Faculty for a period of 1 year; future applications require approval of Dean | Dean | Most did not acknowledge allegation; four replied that an acquaintance paid the fee on their behalf - they did not take responsibility for the payment (no formal appeals submitted) | Not sought | None | Not sought | None |
| | 13 | Used stolen/fraudulent credit card to pay application fee | Application withdrawn | Director | Card reported stolen | Not sought | None | Not sought | None |
| Personation | 1 | Falsifying identification information on exam | Formal letter of reprimand, which remains in file for two years; complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | None | Not sought | None | Not sought | None |
| | 1 | Student sent someone to TA office hours pretending to be him/her; intentionally misled the TA with respect to student's identity | Final grade of "F-DISC" in the course; suspension from taking courses offered by the Faculty for eight months; comment on student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Faculty of Registration | Intentional attempt to mislead; unethical behaviour | Local Disciplinary Committee | Appeal withdrawn | Not sought | None |

PART 1: ACADEMIC MISCONDUCT

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| Plagiarism | 30 | Plagiarism in written statement of intent or writing sample submitted in admission application | Application nullified; suspended from submitting another application for admission in the 2017 year | Dean | 10 replied asking for clarification about the specifics of the plagiarism | Not sought | None | Not sought | None |
| | 2 | Plagiarism in written statement of intent or writing sample submitted in admission application | Application nullified; suspended from submitting another application for admission in the 2017 year | Dean | Felt decision unfair | University Disciplinary Committee | Appeal denied | Not sought | None |
| | 1 | Plagiarism in course | Grade of "F-DISC" in course; notation on transcript of academic dishonesty; barred from Teaching Faculty for one year | Designate of the Dean of Teaching Faculty and Associate Dean of Faculty of Registration | Student admitted to allegation and was remorseful | Not sought | None | Not sought | None |
| | 1 | Plagiarism in course | Grade of "F-DISC" in course; notation on transcript of academic dishonesty; barred from Teaching Faculty from the Winter, Summer and Fall 2017 terms | Designate of the Dean of Teaching Faculty and Associate Dean of Faculty of Registration | Student admitted to the allegation | Local Disciplinary Committee | Previous decision and penalties upheld | Not sought | None |

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| Plagiarism | 1 | Plagiarism in course | Grade of "F-DISC" in course; barred from teaching Faculty for one year; notation of academic dishonesty on transcript; mandatory Academic Integrity Tutorial; all comments may be applied for removal after a period of one year from the date of the letter or confirmed graduation | Designate of the Dean of Teaching Faculty and Associate Dean of Faculty of Registration | In addition to expressing little regret at plagiarism, the student seemed to blame a number of factors including: being short of time and the instructor refusing to give a time extension | Not sought | None | Not sought | None |
| | 1 | Plagiarism in course | Mark of "zero" on assignment; the final letter grade will be reduced by a full letter grade and the grade comment "DISC" will be added; mandatory Academic Integrity Tutorial; all comments may be applied to be removed after a period of six months from the date of the letter or confirmed graduation | Designate of the Dean | Statement was not credible | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Plagiarism in thesis proposal | One-on-one, in-person tutoring on the matter of proper citation and referencing through the Academic Learning Centre | Associate Dean | Breach of Responsible Conduct of Research Policy investigated by VP Research office; very small amount of plagiarism; discipline imposed by Associate Dean | Not sought | None | Not sought | None |
| | 1 | Plagiarism in final project/take home exam | Receive no more than 50% on project/take home exam; resulted in grade of "F" in course (no remediation of grade permitted, therefore Required to Withdraw); one-on-one tutoring through Academic Learning Centre; transcript reprimand (can come off once penalties satisfied) | Associate Dean | Associate Dean able to prove 30% of assignment plagiarised; second instance of academic misconduct in program | Dean | Denied | Not sought | None |
| | 1 | Plagiarism in assignment | Mark of "zero" on assignment; resulted in grade of "C" in course (permitted to repeat course); one-on-one tutoring through Academic Learning Centre; six month transcript reprimand | Associate Dean | Dislocated shoulder in accident (taken to be mitigating circumstance) | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Plagiarism in assignment | Mark of "zero" on assignment (final grade determined by instructor at end of term when course concludes); one-on-one tutoring through Academic Learning Centre; six month transcript reprimand | Associate Dean | Claimed mitigating medical issues, however no medical documentation submitted (given two months to provide this) | Not sought | None | Not sought | None |
| | 1 | Plagiarism in assignment | One-on-one tutoring through Academic Learning Centre | Associate Dean | Very small amount of plagiarism; extremely remorseful | Not sought | None | Not sought | None |
| | 1 | Plagiarism in two assignments (two separate courses) | Mark of "zero" on assignments; grade of "F" in one course; final grade determined at end of term by instructor in other course - permitted to repeat course with "F"; one-on-one tutoring through Academic Learning Centre; transcript reprimand can be removed once penalties satisfied | Associate Dean | Relied on instructors/advisor to teach proper academic writing | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Plagiarism in five small assignments and one larger assignment | Mark of "zero" on all assignments; resulted in grade of "F" in course (permitted to replace course with another); one-on-one tutoring through Academic Learning Centre; six month transcript reprimand | Associate Dean | Misunderstood how to complete assignments; no attributions of sources whatsoever | Not sought | None | Not sought | None |
| | 1 | Plagiarism in major course project (precursor to thesis proposal) copied 100% verbatim from another student, except that the student reduced number of pages | Grade of "F DISC" in course; 5-year "DISC" comment; complete Academic Integrity course; research paper on how plagiarism is harmful; tutoring through Academic Learning Centre; 12-month transcript reprimand (can be removed after completion of all penalties) | Associate Dean | Lied in discipline meeting with Associate Dean; was not honest about origin of the copied source | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Plagiarism in jointly submitted assignment; copied from one student's own thesis proposal and previous work in another class | Grade of "F DISC" in course; five year "DISC" comment; complete Academic Integrity course; research paper on how plagiarism is harmful; tutoring through Academic Learning Centre; 12-month transcript reprimand (can be removed after completion of all penalties); mark of "zero" on assignment; grade of "F" in course (Required to Withdraw); 18-month transcript notation | Associate Dean | Second instance of academic dishonesty; still had not completed Academic Integrity course | Not sought | None | Not sought | None |
| | 1 | Plagiarism in jointly submitted assignment; copied from one student's own thesis proposal and previous work in another class | Mark of "zero" on assignment; grade of "F" in course (permitted to repeat course); tutoring through Academic Learning Centre; transcript reprimand can be removed once penalties fulfilled | Associate Dean | Misinterpreted from advisor that copying from own thesis proposal was permissible | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Plagiarism in two assignments | Mark of "zero" on both assignments; Instructor to incorporate zeros at end of term in determining final grade in course; tutoring through Academic Learning Centre; six month transcript reprimand | Associate Dean | Copied and pasted from sources but lost track of proper referencing requirements; stressed/distracted by personal family circumstances | Not sought | None | Not sought | None |
| | 1 | Plagiarism in assignment | Grade of "F DISC" in course; 12-month "DISC" comment; 12-month disciplinary transcript notation; tutoring through Academic Learning Centre | Associate Dean | Significant amount of plagiarism; stated to Associate Dean that he/she had included all sources in reference list, but when prompted about several Wikipedia pages, admitted he/she did not reference these | Not sought | None | Not sought | None |
| | 1 | Plagiarism in two assignments | Complete Academic Integrity Course; mark of "zero" on both assignments; final grade determined by instructor at end of course; tutoring through Academic Learning Centre; transcript notation may be removed once penalties completed | Associate Dean | Very remorseful; family health circumstances requiring travel to home country and personal health circumstances; had not yet completed Academic Integrity Course | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Plagiarism in final paper in course | Second case; in addition to previous penalties, "F DISC" in course; permitted to repeat course; three year "DISC" and transcript notation | Associate Dean | Family circumstances required travel back to home country again; death of a parent impacted ability to make good decisions | Not sought | None | Not sought | None |
| | 1 | Plagiarism in three assignments | Grade of "F DISC" in course; no remediation permitted (Required to Withdraw); one year suspension; tutoring through Academic Learning Centre; three year transcript notation | Associate Dean | One assignment requiring self-reflection was taken 100% verbatim from online source with source being someone else's "self-reflection"; personal family circumstances and sleeplessness; "just wanted to get assignments done" | Dean | Appeal denied | Local Disciplinary Committee | Denied with additional penalty; participate in an education offering (workshop, course or counselling) that promotes well-being and the development of positive coping skills prior to May 2018 re-registration in the Faculty |

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| Plagiarism | 1 | Plagiarism in assignment | Mark of "zero" on assignment (final grade determined by instructor at end of term when course concludes); one-on-one tutoring through Academic Learning Centre; write research paper on how plagiarism is harmful; 12-month transcript reprimand | Associate Dean | Did not think that citation and referencing was required; had not yet completed Academic Integrity Course | Not sought | None | Not sought | None |
| | 1 | Plagiarism in assignment | Mark of "zero" on assignment (final grade determined by instructor at end of term when course concludes); one-on-one tutoring through Academic Learning Centre; three month transcript notation | Associate Dean | Was not aware that material provided in class needed to be cited and referenced | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Plagiarism in research paper | Mark of "zero" on research paper; resulted in grade of "F" in course (permitted to replace the course with another); one-on-one tutoring through Academic Learning Centre; five year transcript reprimand | Associate Dean | Intent to mislead regarding omission of major source from which passages were cut and pasted or loosely paraphrased; cited secondary sources but not primary source | Not sought | None | Not sought | None |
| | 1 | Plagiarism in summaries of books from reading list | Failure in candidacy exam; tutoring through Academic Learning Centre; 12-month transcript reprimand | Associate Dean | Very substantive portions taken without attribution; felt challenged by topics with which not familiar; pressure to adhere to deadline | Not sought | None | Not sought | None |
| | 1 | Plagiarism in two papers within one assignment | Re-write two papers; receive a final grade of no higher than "B" in course; tutoring through Academic Learning Centre; transcript reprimand may be removed after penalties completed | Associate Dean | Expected feedback from course instructor about proper referencing before final versions of papers submitted | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Plagiarism in presentation and final paper in course | Mark of "zero" on papers resulted in grade of "F" in course; permitted to repeat course or replace it with another; tutoring through Academic Learning Centre; 12-month transcript reprimand | Associate Dean | Significant amounts of plagiarism in both assignments; other deadlines at same time; personal family circumstances impacted judgement and time management | Not sought | None | Not sought | None |
| | 1 | Plagiarism in major report in course | Mark of "zero" on report; resulted in grade of "C+" in course; 12-month transcript notation | Associate Dean | Submitted second last draft of report by accident; low level of plagiarism; pushing to finish program in 16 months (this was final course in program); worried about grandmother's illness during this time | Not sought | None | Not sought | None |
| | 3 | Plagiarism in project | Mark of "zero" in project, (2.5% of course grade) plus additional 2.5 deducted from final grade; notation on transcript; Academic Integrity Quiz and Tutorials | Department Head | Acknowledgement of plagiarism by student | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Plagiarism in project | Mark of "zero" in project, (2.5% of course grade) plus additional 2.5 deducted from final grade; notation on transcript; Academic Integrity Quiz and Tutorials | Department Head | Acknowledgement of plagiarism by student | Local Disciplinary Committee | Notation removed from transcript | Not sought | None |
| | 1 | Use of unattributed material in more than one assignment | Mark of "F" on two assignments and completion of Academic Integrity and Student Conduct Tutorials | Associate Dean | Unfamiliar with appropriate attribution in the assignment | Not sought | None | Not sought | None |
| | 1 | Verbatim quotes without appropriate attribution | Mark of "F" on assignment and completion of Cite Right online tutorial | Associate Dean | Unfamiliar with appropriate attribution in the assignment | Not sought | None | Not sought | None |
| | 1 | Verbatim quotes without appropriate attribution | Mark of "F" on assignment and completion of Cite Right online tutorial | Associate Dean | Unfamiliar with appropriate attribution in the assignment | Not sought | None | Not sought | None |
| | 1 | Inappropriate citations in term paper | Mark of "F" on paper; grade of "F-DISC" in course; Academic Integrity Tutorials | Associate Dean | Student did see error, but had not taken any corrective measures | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Inappropriate citations in term paper | Mark of "zero" on assignment; Academic Integrity Tutorials | Associate Dean | Student did see error, but had not taken any corrective measures | Not sought | None | Not sought | None |
| | 1 | Plagiarism in multiple assignments in same course | Grade of "F-DISC" in course; statement on transcript: "Student charged with academic dishonesty (Plagiarism) for two years to remain on record for two years or until graduation; required to complete the Academic Integrity Tutorial | Associate Dean (Academic) | Due to multiple instances of plagiarism in same course, matter was referred to Associate Dean (Academic) by Department Head | Not sought | None | Not sought | None |
| | 3 | Copy and paste from internet | "F-DISC" on assignment | Associate Director | First offense; Professor provided proof of copy and paste from Wikipedia | Not sought | None | Not sought | None |
| | 1 | Copy and paste from internet | "F-DISC" on assignment | Associate Director | First offense; copy from textbook; no citations | Not sought | None | Not sought | None |
| | 1 | Copy and paste from textbook and internet | "F-DISC" on assignment | Associate Director | First offense; copied from textbook and internet; no citations | Not sought | None | Not sought | None |
| | 1 | Copy and paste from internet | "F-DISC" in course | Associate Director | Second offense - "F" in course; copied from internet sources | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Copy and paste from internet | "F-DISC" on assignment | Associate Director | First offense - "F" in course; copied from internet sources | Not sought | None | Not sought | None |
| | 1 | Concerns of plagiarism; improper or no citing | Academic Learning Centre meeting/workshop; Academic Integrity Tutorial; complete 'Cite Right' Program; submit new assignment; "DISC" comment on transcript | Associate Dean (Academic) | Student misunderstood and was following high school practices; realized should have asked for clarification: trying to better understand U of M policies | Not sought | None | Not sought | None |
| | 1 | Concerns of plagiarism; direct copying without citations; patchwork plagiarism | Academic Learning Centre workshop; Academic Integrity Tutorial; one-on-one tutoring with Academic Learning Centre advisor; submit new assignment; "DISC" comment on transcript | Associate Dean (Academic) | Unintentional; understood severity of actions; sincerely apologetic | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Concerns of plagiarism | Academic Learning Centre workshop; AI Tutorial; one-on-one tutoring with Academic Learning Centre's EAL Specialist Instructor; submit new assignment; "DISC" comment on transcript | Associate Dean (Academic) | First attempt at this writing style; misunderstood; unintentional | Not sought | None | Not sought | None |
| | 1 | Plagiarism | Academic Learning Centre meeting/workshop; Academic Integrity Tutorial; complete 'Cite Right' Program; submit new assignment; "DISC" comment on transcript | Associate Dean (Academic) | Student sorry for mistake; grateful for opportunity to explain and rectify situation | Not sought | None | Not sought | None |
| | 1 | Portions of paper were not properly cited | Paper was resubmitted with the correct citations; grade recorded as "F"; disciplinary action placed on academic record until graduation; attend Academic Learning Centre's "APA & MLA Essentials" program; work with EAL specialist at Academic Learning Centre | Associate Dean | None | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Plagiarism in term paper assignment | Mark of "zero" given for term paper with no opportunity to re-write; letter placed in student file; 500 word essay on plagiarism and why it must be avoided. | Department Head | First offence; admitted infraction; remorse; tutorial on plagiarism completed; in fourth year; information on academic integrity previously received during university career; specific instruction on plagiarism was provided in course | Not sought | None | Not sought | None |
| | 1 | All footnotes including the background colour and font style were cut and pasted from a website and no credit or bibliographic citation was provided | Mark of "zero" on assignment; note on transcript; required to take Academic Integrity Tutorial | Director | First offense | Not sought | None | Not sought | None |
| | 1 | Plagiarised the work of two other students | Grade of "F-DISC" for the course; note on transcript; required to take Academic Integrity Tutorial; one year suspension from program | Director | Deliberate attempts to deceive Director during two investigation meetings and deliberate attempt to encourage another involved student to deceive Director during the investigation process | Associate Dean | Appeal denied | Not sought | None |

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| Plagiarism | 1 | Plagiarism detected on writing assignment | "Zero" on assignment; opportunity to redo the assignment (with the intent of instructing the student in the correct way to cite information in a written report) | Department Head | Course in which the fundamentals of professional communication are taught; appropriate to use this incident as a means of correcting improper citation with the hope that similar mistakes will not be made in subsequent courses in the program | Not sought | None | Not sought | None |
| | 1 | Student copied and pasted other student's discussion posts and used them as own | Student received zero marks for the discussion posts; statement placed on transcript for 12 months | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Allegation of Plagiarism on assignment | Grade of "zero" on assignment; required to complete Academic Integrity Tutorials | Associate Department Head | Substantial portions of assignment were taken verbatim from several internet sources | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Allegation of Plagiarism in assignment | Mark of "zero" on question 1 of assignment | Associate Department Head | Answer to second part of question was verbatim from the textbook; student admitted how much regret and guilt they felt and still feel; student will take more time to read instructions and adhere to academic integrity | Not sought | None | Not sought | None |
| | 1 | Student provided in-cite text citations though used words verbatim from the cited sources for course | Mark of "zero" on assignment | Associate Department Head | Student was honest about situation and expressed remorse; completed the online Academic Integrity Tutorials prior to meeting and discussed with Student Advocate | Not sought | None | Not sought | None |
| | 1 | Plagiarised in multiple questions of assignment | Mark of "zero" on plagiarised questions of assignment; must complete the Academic Integrity Tutorials | Associate Department Head | Student was given two options to set up meeting or write a response letter; student chose response letter; student claimed to have submitted the wrong file and submitted the draft rather than the final copy | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Student copied answers to questions assignment | Mark of "zero" on copied questions of assignment; required to complete the Academic Integrity Tutorials | Associate Department Head | Student admitted to using the internet | Not sought | None | Not sought | None |
| | 1 | Student submitted an assignment that was not their own work but rather online information | Mark of "zero" on assignment | Associate Department Head | Student showed the actual document that was meant to be submitted; student recognized that wrongful act and felt regret | Not sought | None | Not sought | None |
| | 1 | Student submitted a rough copy which had others work on it rather than the final copy | Grade of "zero" on two questions of assignment; required to complete the Academic Integrity Tutorials | Associate Department Head | Submitted rough draft by accident which contained copy & pasted work | Not sought | None | Not sought | None |
| | 1 | Student submitted work that was copied directly from a website for questions of assignment | Grade of "zero" on the specific questions from the assignment; required to complete the Academic Integrity Tutorial | Associate Department Head | Decision was made without student's input | Not sought | None | Not sought | None |
| | 1 | Student copied word for word text from the text book to answer questions on assignment | Grade of "zero" on question of assignment; must complete the Academic Integrity Tutorial | Associate Department Head | Student did not realize the he/she could not answer questions using textbook information word for word | Not sought | None | Not sought | None |

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| | 1 | Students answers were plagiarised from an online source for assignment | Receive a mark of "zero" on assignment | Associate Department Head | Student admitted guilt; unintentional; workload was over whelming causing them to be unorganized; has taken steps to familiarize with plagiarism; completed Academic Integrity Tutorials | Not sought | None | Not sought | None |
| Plagiarism | 1 | Student copied an answer to lab report | Grade of "F-DSIC "; suspended from taking courses offered by the Faculty for a period of eight months; statement on transcript "Found guilty of academic dishonesty (plagiarism) in course, and will be suspended from taking courses offered by the Faculty for eight months"; "DISC" notation remains for one year or until graduation; referred to take Academic Integrity Tutorial | Associate Dean | None | Not sought | None | Not sought | None |

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|---------------------|---------------------------|---|--|---------------------------|---------------------------------------|----------------------|-------------|----------------------|-------------|
| Plagiarism | 1 | Student copied or allowed to copy from assignment | Mark of "zero" on the assignment; complete the Academic Integrity Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |
| | 1 | Student submitted material plagiarised from online sources for a research paper | Mark of "zero" on the assignment; complete Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 1 | Assignment; copied from an online source | Grade of "F-DISC"; suspended from taking courses in the Faculty for eight months; summer courses 2017 will be removed from record; complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | Prior incident | Not sought | None | Not sought | None |

PART 1: ACADEMIC MISCONDUCT

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| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|---------------------|---------------------------|--|---|---------------------------|--|----------------------|-------------|----------------------|-------------|
| Plagiarism | 1 | Student plagiarised part of report | Due to consultation with Professors and Head of Department, decided to issue a letter of reprimand to remain in file for a period of two years; student must rewrite a report; write an apology letter to all parties involved; complete Academic Integrity Tutorials; assure final report is solely own work | Associate Dean | Student was honest and forthcoming in admitting mistake and describing difficulties, both in terms of timeline and limited access to the feedback from their direct supervisor | Not sought | None | Not sought | None |
| | 1 | Plagiarised assignment | Grade of "F-DISC"; suspended from taking courses in the Faculty for one year; complete the Academic Integrity and Student Conduct Tutorials | Associate Dean | None | Not sought | None | Not sought | None |
| | 3 | Student copied or allowed to copy from another student in assignment | Mark of "zero" on the assignment; must complete the Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |

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|---------------------|---------------------------|--|---|---------------------------|---|----------------------|-------------|----------------------|-------------|
| Plagiarism | 1 | Material submitted in assignment found to be plagiarised from online source | Mark of "zero" on assignment; complete the Academic Integrity and Student Conduct Tutorials | Associate Department Head | None | Not sought | None | Not sought | None |
| | 4 | Plagiarism | Mark of "zero" on assignment; complete Academic Integrity Tutorials and Quiz | Associate Department Head | None | Not sought | None | Not sought | None |
| | 1 | Student submitted another student's essay that was submitted in previous year; was only supposed to be a reference guide | Grade of "F-DISC"; complete the Academic Integrity Tutorials and Quiz | Associate Department Head | Submitted someone else's assignment as own | Not sought | None | Not sought | None |
| | 1 | Student copied from articles summary on reading report | Mark of "zero" on reading report; complete the Academic Integrity Tutorials and Quiz | Associate Department Head | Copied from article | Not sought | None | Not sought | None |
| | 1 | Paper student submitted included identical sentences and paragraphs from other written sources | Mark of "zero" on assignment; complete the Academic Integrity Tutorials and Quiz | Associate Department Head | Multiple sentences and paragraphs plagiarised; student did not understand how to reference or cite properly | Not sought | None | Not sought | None |

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|---------------------|---------------------------|---------------------------------------|--|---------------------------|---|----------------------|-------------|----------------------|-------------|
| Plagiarism | 1 | Student copied answers from website | Mark of "zero" on copied questions; complete the Academic Integrity Tutorials and Quiz | Associate Department Head | Copied answers from website | Not sought | None | Not sought | None |
| | 1 | Submission of essay & uncited sources | Final grade of "F-DISC"; suspension from the Faculty for one year; comment on the student's record outlining the nature of the infraction and length of suspension; comment and notation to remain permanently on student's record | Associate Dean | Previously upheld allegation of academic misconduct; student did not attend hearing | Not sought | None | Not sought | None |

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|---------------------|---------------------------|---------------------------------------|---|---|---|-----------------------|---------------|----------------------|-------------|
| Plagiarism | 1 | Submission of essay & uncited sources | Final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from taking courses offered by the Faculty of Registration for one year; a comment on the student's record outlining the nature of the infraction and length of suspension; comment and notation to remain permanently on student's record | Associate Dean in consultation with the Faculty of Registration | Previously upheld allegation of academic misconduct | Not sought | None | Not sought | None |
| | 1 | Submission of essay & uncited sources | Final grade of "F-DISC" | Department Head in consultation with Faculty of Registration | None | Faculty Dean's Office | Appeal denied | Not sought | None |
| | 1 | Submission of essay & uncited sources | Mark of "F" on assignment; comment placed on the student record outlining the nature of the infraction; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |

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| Plagiarism | 2 | Submission of assignment | Mark of "F" on paper; final grade of "F-DISC"; Cite Rite program; Academic Integrity Tutorials | Department Head | No demonstration of remorse | Not sought | None | Not sought | None |
| | 1 | Plagiarism detected in an assignment | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials | Program Coordinator | None | Not sought | None | Not sought | None |
| | 1 | Plagiarism detected in an assignment | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials | Program Coordinator | None | Not sought | None | Not sought | None |
| | 1 | Plagiarism detected in an essay | Mark of "F" on paper | Department Head | None | Not sought | None | Not sought | None |
| | 2 | Plagiarism detected in an essay | Final grade of "F-DISC" | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay | Mark of "F" on the paper; final grade of "F-DISC"; complete two modules of Academic Integrity Tutorials (Plagiarism & Inappropriate Collaboration) | Department Head | None | Not sought | None | Not sought | None |

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|---------------------|---------------------------|---|--|--|---|----------------------|-------------|----------------------|-------------|
| Plagiarism | 1 | Submission of an essay - use of uncited sources | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials | Associate Dean | Previously upheld allegation of academic misconduct | Not sought | None | Not sought | None |
| | 1 | Submission of an essay | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of two essays | Mark of "F" on two essays; final grade of "F" | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay | Mark of "F" on essay; final grade of "F" | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Academic Integrity Tutorials | Associate Dean | Previously upheld allegation of academic misconduct | Not sought | None | Not sought | None |
| | 1 | Submission of an essay - use of uncited sources | Final grade of "F-DISC"; comment placed on student's record outlining nature of the infraction | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Submission of an essay - use of uncited sources | Mark of "F" on essay | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an assignment | Mark of "zero" on assignment; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an assignment | Mark of "zero" on assignment; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an assignment | Mark of "zero" on assignment; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC" | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC" | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC" | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay with evidence of plagiarism | Mark of "F" on essay; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC" | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC"; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC"; comment placed on the student's record outlining the nature of the infraction | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |

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|---------------------|---------------------------|---|--|--|---------------------------------------|----------------------|-------------|----------------------|-------------|
| Plagiarism | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC"; comment placed on the student's record outlining the nature of the infraction; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC"; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | Sincerely remorseful | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC" | Department Head in consultation with Faculty of Registration | Sincerely remorseful | Not sought | None | Not sought | None |
| | 1 | Submission of an assignment with evidence of plagiarism | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Submission of an assignment; false citation in essay | Mark of "F" on paper; final grade of "F-DISC" in course; comment on the student's record outlining the nature of the infraction and length of suspension; required to complete the Cite Rite program; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC"; comment placed on the student's record outlining the nature of the infraction | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC"; comment placed on the student's record outlining the nature of the infraction | Department Head | Student attempted to solicit material from other students | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited sources | Final grade of "F-DISC"; comment placed on the student's record outlining the nature of the infraction; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |

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|---------------------|---------------------------|--|---|--|--|----------------------|-------------|----------------------|-------------|
| Plagiarism | 1 | Submission of an assignment with plagiarism from website | Mark of "F" on assignment; final grade of "F-DISC"; comment placed on the student's record outlining the nature of the infraction; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | Discovered website from where material was lifted | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; copied major sections from journal | Mark of "F" on essay | Department Head | Clear-cut case; student provided assistance with time management issues | Not sought | None | Not sought | None |
| | 1 | Submission of an assignment with evidence of plagiarism | Mark of "zero" on essay | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Failure to cite sources in submission of an research paper | Mark of "zero" on essay; student provided opportunity to revise and resubmit essay; student resubmitted essay and was given a final grade | Department Head | Student extremely apologetic; facing personal circumstance; receiving help from campus resources | Not sought | None | Not sought | None |
| | 1 | Submission of an essay with evidence of plagiarism | Mark of "F" in term paper | Department Head | Unconvincing explanation | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Submission of an assignment; evidence present that suggested it was not the student's own work | Mark of "F" on assignment; comment placed on student's record outlining the nature of the infraction; Academic Integrity Tutorials | Department Head | Openness & forthright answers at hearing as well as some evidence of having completed the research | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; improper citation | Mark of "F" on assignment; comment placed on student's record outlining the nature of the infraction | Department Head | Student unaware of proper citation methods; Department Head provided support and resources | Not sought | None | Not sought | None |
| | 1 | Submission of an essay with evidence of plagiarism | Mark of "F" on paper; final grade of "F" | Department Head in consultation with the Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited internet sources | Final grade of "F-DISC"; comment placed on the student's record outlining the nature of the infraction; Academic Integrity Tutorials | Department Head in consultation with the Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay; use of uncited internet sources | Final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Submission of an essay; use of uncited internet sources | Final grade of "F-DISC"; comment placed on the student's record outlining the nature of the infraction; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an assignment; use of uncited sources | Final grade of "F-DISC" in the course; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an assignment; use of uncited sources | Final grade of "F-DISC"; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |
| | 1 | Submission of an assignment with evidence of plagiarism | Mark of "F" in assignment; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head in consultation with Faculty of Registration | None | Not sought | None | Not sought | None |

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|---------------------|---------------------------|---|---|---|---|----------------------|-------------|----------------------|-------------|
| Plagiarism | 1 | Submission of an essay with evidence of plagiarism | Final grade of "F-DISC"; suspension from taking courses offered by the Teaching Faculty for one year; suspension from Faculty of Registration for one year; comment on student's record outlining the nature of the infraction and length of suspension; Academic Integrity Tutorials | Associate Dean in consultation with Faculty of Registration | Previously upheld allegation of academic misconduct | Not sought | None | Not sought | None |
| | 1 | Submission of an essay with evidence of plagiarism | Mark of "F" on paper; final grade of "F-DISC"; comment on student's record outlining the nature of the infraction; Academic Integrity Tutorials; Cite Right Program | Department Head | Provided with opportunity to re-submit paper upon completion of Cite Rite; maximum grade of "C" may be awarded upon re-submission | Not sought | None | Not sought | None |
| | 1 | Submission of an assignment with evidence of plagiarism | Mark of "F" on paper; final grade of "F-DISC"; Academic Integrity Tutorials; Cite Right Program | Department Head | None | Not sought | None | Not sought | None |
| | 2 | Submission of an essay with evidence of plagiarism | Mark of "F" on paper; final grade of "F-DISC" | Department Head | None | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Falsified citations (essay) | Final grade of "F-DISC" | Associate Dean in consultation with Faculty of Registration and Teaching Department | None | Not sought | None | Not sought | None |
| | 1 | Multiple infractions detected in two different courses; plagiarism being one of the infractions | Mark of "F" on essay; final grade of "F-DISC"; suspension from the Faculty for one-calendar year; permanent comment on the student's record outlining the nature of the infraction and length of suspension | Associate Dean | Previously upheld allegation of academic misconduct | Local Disciplinary Committee | Appeal denied; student did not attend hearing | Not sought | None |
| | 1 | Submission of two essays with evidence of plagiarism | Mark of "F" on both essays; final grade of "F-DISC"; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Submission of an essay omitted citations | Mark of "F" on assignment; Final grade of "F-DISC"; comment on record outlining the nature of the infraction; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |

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| Plagiarism | 1 | Submission of an assignment; inadequate citation | Academic Integrity Tutorials; Cite Right Program | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Test submission with evidence of plagiarism | Mark of "F" on test | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Evidence of plagiarism in written assignment | Required to write a 'Make-up assignment' with 20% deduction; Academic Integrity Tutorials | Department Head | None | Not sought | None | Not sought | None |
| | 1 | Evidence of plagiarism in assignment | Mark of "F" in assignment; Academic Integrity Tutorials | Department Head | Remorse and admission to the allegation | Not sought | None | Not sought | None |
| | 1 | Submission of an essay | Mark of "F" on assignment; final grade of "F-DISC" in the course; comment on record outlining the nature of the infraction; Academic Integrity Tutorials | Department Head | Investigative hearing held in absence of student; common penalty imposed | Not sought | None | Not sought | None |

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|---------------------|---------------------------|---|--|------------------------|---|----------------------|-------------|----------------------|-------------|
| Plagiarism | 1 | Plagiarism detected in the submission of two essays | Mark of "F" on both essays; final grade of "F-DISC" in the course; comment on student's record outlining the nature of the infraction; Cite Rite program; Academic Integrity Tutorials | Associate Dean | Initially alleged that Personation had occurred; after investigation it was not clear that Personation had occurred, but several instances of plagiarism were uncovered | Not sought | None | Not sought | None |

PART 2: NON-ACADEMIC MISCONDUCT AND CONCERNING BEHAVIOUR

Notes: Where large numbers of students are noted, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.
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| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|--|---------------------------|--------------------------------|---|------------------------|--|----------------------|-------------|----------------------|-------------|
| Abuse of Process of University Policies, Procedures or Regulations: Breach of Residence Hall Regulations | 1 | Fire code violation | Verbal warning | Student Residences | Open flame incense | Not sought | None | Not sought | None |
| | 1 | Fire code violation | Verbal warning and removal of hot plate | Student Residences | Hot plate | Not sought | None | Not sought | None |
| | 1 | Fire code violation | Written warning | Student Residences | Open flame candle | Not sought | None | Not sought | None |
| | 8 | Noise complaint | Verbal warning | Student Residences | Minor infraction residents compliant | Not sought | None | Not sought | None |
| | 12 | Guest policy violation | Verbal warning | Student Residences | First violation of not signing in guests | Not sought | None | Not sought | None |
| | 1 | Pet | Verbal warning | Student Residences | Pet was relocated off campus | Not sought | None | Not sought | None |
| | 5 | Suspected smoking in residence | Verbal warning | Student Residences | First infraction | Not sought | None | Not sought | None |
| | 4 | Smoking in residence | Written warning | Student Residences | First infraction | Not sought | None | Not sought | None |
| | 2 | Smoking in room | Written warning and \$50 fine | Student Residences | Roommates and guest were smoking in room | Not sought | None | Not sought | None |
| | 2 | Suspicion of Marijuana | Verbal warning | Student Residences | No evidence of use in room just smell | Not sought | None | Not sought | None |
| | 1 | Hookah pipe found in room | Written warning | Student Residences | No evidence of use in room | Not sought | None | Not sought | None |
| | 2 | Smoking Marijuana | Written warning | Student Residences | Smoking outside of residence and bring back strong smell | Not sought | None | Not sought | None |
| | 5 | Smoking Marijuana | Written warning, residence probation; \$50 fine | Student Residences | Smoking on residence property | Not sought | None | Not sought | None |

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|---|---------------------------|-----------------------|--|------------------------|---|----------------------|-------------|----------------------|-------------|
| Abuse of Process of University Policies, Procedures or Regulations: Breach of Residence Hall Regulations | 1 | Glass alcohol bottles | Verbal warning | Student Residences | First infraction | Not sought | None | Not sought | None |
| | 2 | Open alcohol | Verbal warning | Student Residences | First infraction | Not sought | None | Not sought | None |
| | 3 | Open alcohol | Written warning | Student Residences | Resident was compliant | Not sought | None | Not sought | None |
| | 6 | Over intoxication | Verbal warning | Student Residences | First infraction co-operation of resident | Not sought | None | Not sought | None |
| | 12 | Over intoxication | Written warning | Student Residences | First infraction; additional assistance required | Not sought | None | Not sought | None |
| | 2 | Over intoxication | Written warning; \$50 fine | Student Residences | Cleaning charges | Not sought | None | Not sought | None |
| | 2 | Over intoxication | Written warning; alcohol probation | Student Residences | Under-age drinking | Not sought | None | Not sought | None |
| | 1 | Over intoxication | Written warning; 5 hours community service; residence probation; required meetings with addiction counsellor | Student Residences | Multiple alcohol issues | Not sought | None | Not sought | None |
| | 1 | Over intoxication | Written warning; \$50 fine; damage to residence property (\$275); residence probation; meetings with addictions counsellor | Student Residences | Extreme intoxication causing disruption and self injury | Not sought | None | Not sought | None |

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| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|---|---------------------------|--------------------------------|--|------------------------|--|----------------------|-------------|----------------------|-------------|
| Abuse of Process of University Policies, Procedures or Regulations: Breach of Residence Hall Regulations | 1 | Over intoxication | Written warning; \$50 fine; damage to residence property (\$580); residence probation; meetings with addictions counsellor | Student Residences | Multiple infractions | Appeal to Director | Denied | Not sought | None |
| | 1 | Over intoxication | Eviction | Student Residences | Multiple infractions causing danger to many fellow residents; danger to community | Not sought | None | Not sought | None |
| | 2 | Drinking games | Written warning; alcohol probation | Student Residences | Multiple alcohol issues | Not sought | None | Not sought | None |
| | 1 | Residence banned space | \$100 fine | Student Residences | Student and guest smoking in banned outdoor areas | Not sought | None | Not sought | None |
| | 1 | Multiple issues | Eviction | Student Residences | Meetings with case workers and staff over long period of time unsuccessful; student not able to adapt to community living causing frequent disruptions | Not sought | None | Not sought | None |
| | 2 | Harassment | Mediation with Residence Life Coordinator | Student Residences | Constant unwanted texting and room visits | Not sought | None | Not sought | None |
| | 1 | Possession of suspected weapon | Written warning and removal of BB gun | Student Residences | Posted picture of real looking BB gun in Student Residence on social media | Not sought | None | Not sought | None |

PART 2: NON-ACADEMIC MISCONDUCT AND CONCERNING BEHAVIOUR

Notes: Where large numbers of students are noted, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.
[Definitions are available in the Student Non-Academic Misconduct and Concerning Behaviour Procedure.](#)

| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|---|---------------------------|---|---|-------------------------|---|----------------------|-------------|----------------------|-------------|
| Inappropriate or Disruptive Behaviour: Achohol or Substance Abuse | 1 | Failed breathalyzer | Not reinstated in program | Dean | Multiple instances of alcohol abuse | LDC | Denied | UDC | Denied |
| Inappropriate or Disruptive Behaviour: Disorderly Behaviour | 2 | Inappropriate public social media comments | Meet with Conflict Management Advisor | Vice-Provost (Students) | | Not sought | None | Not sought | None |
| | 2 | Disrespectful chants | Verbal warning | Student Residences | Loud chanting with profanity | Not sought | None | Not sought | None |
| Inappropriate or Disruptive Behaviour: Unprofessional Conduct | 1 | Student regularly exhibited unprofessional behaviour towards fellow students and practicum supervisors. | Mandatory counselling session and attendance at professional development session on Health and Wellness; required to prove completion to register for next term | Department Head | Lack of awareness; no remorse or understanding of implications of actions | Not sought | None | Not sought | None |
| | 2 | Students made immature comments during a presentation | Meeting with each student required to apologize formally to professor; letter describing incident and actions placed in student file to be accessed if further discipline matters arise | Associate Dean | Students complied with the required actions and continue to behave appropriately in class | Not sought | None | Not sought | None |
| Property Related Misconduct: Theft | 2 | Possession of stolen shopping cart | Verbal Warning | Student Residence | First infraction | Not sought | None | Not sought | None |

PART 2: NON-ACADEMIC MISCONDUCT AND CONCERNING BEHAVIOUR

Notes: Where large numbers of students are noted, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.
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| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|--|---------------------------|---|---|-------------------------------|--|----------------------|-------------|----------------------|-------------|
| Threats of Harm or Actual Harm: Harassment | 1 | Student sent a series of text messages causing the recipient distress | Meet with complainant various times to create a plan forward; student insisted on no action being taken; situation was monitored and no further action was necessary | Associate Dean | The complainant received an apology from the individual regarding the behaviour which was accepted | Not sought | None | Not sought | None |
| Threats of Harm or Actual Harm: Sexual Assault | 1 | Sexual contact without consent | Reprimand on academic transcript; can apply for removal after March 2018; no contact with other party; meet with Conflict Management Advisor; compliance with RWLE Policy, Sexual Assault Policy, RWLE and Sexual Assault procedure, Student Discipline Bylaw and related procedures, and Violent or Threatening Behaviour policy and procedure | Vice-President Administration | Breached RWLE policy by committing sexual assault | Not sought | None | Not sought | None |
| Threats of Harm or Actual Harm: Stalking Behaviour | 1 | Multiple incidents of making staff and others uncomfortable | Attend Student Counselling and Student Advocacy | Vice-Provost (Students) | Multiple reports of concerning behaviour | Not sought | None | Not sought | None |
| | 1 | Multiple reports of taking up inordinate amounts of staff members' time | Suspension; ban from campus; work with Student Support Case Manager | Vice-Provost (Students) | Multiple reports of concerning behaviour | Not sought | None | Not sought | None |

PART 2: NON-ACADEMIC MISCONDUCT AND CONCERNING BEHAVIOUR

Notes: Where large numbers of students are noted, it is normally a result of combining similar disciplinary matters that resulted in similar disciplinary actions.
[Definitions are available in the Student Non-Academic Misconduct and Concerning Behaviour Procedure.](#)

| Disciplinary Matter | # of Students Disciplined | Detail | Disciplinary Action | Disciplinary Authority | Factors Impacting Disciplinary Action | Next Level of Appeal | Disposition | Next Level of Appeal | Disposition |
|---|---------------------------|--|--|-------------------------------|--|----------------------|-------------|----------------------|-------------|
| Threats of Harm or Actual Harm: Threatening Conduct | 1 | Physical assault and threats | Eviction | Student Residence | Found to be a danger to Residence community | Not sought | None | Not sought | None |
| Threats of Harm or Actual Harm: Violence | 1 | Verbally abusive, complained profanely, angrily, and loudly on the phone about a hold on student account which was perceived to be a failure on the part of the Faculty and Department to assist with the issue; threatened to walk over to "handle situation" | Letter of apology to Faculty receptionist; meet with an individual from the Office of Human Rights and Conflict Management to review the Respectful Work and Learning Environment Policy | Dean | Student admitted to being angry and screamed, yelled and used inappropriate language on the phone; claimed he/she did not make any threats | Not sought | None | Not sought | None |
| | 1 | Violent and threatening behaviour on campus | Banned from attending campus pending further review of matter | Vice-President Administration | Threatening behaviour towards students and staff; damaged University property; physically assaulted a staff member | Not sought | None | Not sought | None |
| | 1 | Violent and threatening behaviour on campus | Banned from attending campus on an indefinite basis | Vice-President Administration | Threatening behaviour towards students and staff; damaged University property; physically assaulted a staff member | Not sought | None | Not sought | None |



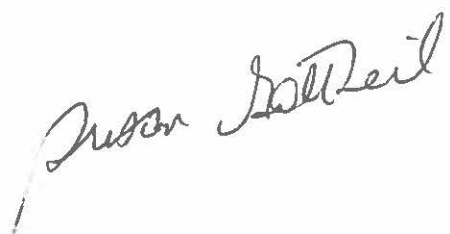
UNIVERSITY
OF MANITOBA

Office of the Provost & Vice-President (Academic)

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MEMORANDUM

TO: Jeff Leclerc, University Secretary
FROM: Susan Gottheil, Vice-Provost (Students)
DATE: January 10, 2018
RE: Proposed Admission Targets 2018/2019



Attached please find the proposed Undergraduate Admission Targets for undergraduate programs for Fall 2018.

You will note that no substantive changes have been made to the admissions targets from last year. There has been one deletion - the Faculty of Education's Weekend program target. You will recall that last year the Faculty of Education reported that although historically there had been one intake for the program every three years, they are no longer offering this intake as an option.

Please forward this document to the members of Senate and the Board of Governors for their information.

SMG:md
attachment

Summary of Undergraduate Admission Targets

December 8-2017

| Program | 2017-18 target | 2018-19 Target |
|--|---|---|
| Faculty of Agricultural & Food Sciences | | |
| Agricultural & Food Science (Degree)* | 165 | 165 |
| Human Nutritional Sciences (Degree) | 90 | 90 |
| Agriculture (Diploma)* | 85 | 85 |
| Internationally Educated Agrologists | 15 | 15 |
| Faculty of Architecture | | |
| Environmental Design | 100 | 100 |
| Faculty of Arts* | | |
| Arts (Degree) | open | open |
| Arts (Degree) - Integrated Studies | open | open |
| Asper School of Business* | | |
| Management (Degree) | 420 | 420 |
| Faculty of Education | | |
| Education After Degree (Early) | 70 | 70 |
| Education After Degree (Middle) | 70 | 70 |
| Education After Degree (Senior) | 140 | 140 |
| Faculty of Engineering | | |
| Engineering* | 364 | 364 |
| Engineering - Internationally Educated Engineers | 25 | 25 |
| CHR Environment, Earth & Resources* | | |
| Environment, Earth & Resources (Degree) | 135 | 135 |
| School of Art | | |
| School of Art: Diploma* | 15 | 15 |
| School of Art: Degree* | 100 | 100 |
| School of Art: Art History | 15 | 15 |
| Faculty of Health Sciences | | |
| Health Studies (Degree) | 25 | 25 |
| Health Sciences (Degree) | 25 | 25 |
| College of Dentistry | | |
| Dentistry (Degree) | 29 | 29 |
| Dentistry - International Dentist Degree | 6 | 6 |
| School of Dental Hygiene | | |
| Dental Hygiene* | 26 | 26 |
| Dental Hygiene - Degree Completion | 3 | 3 |
| College of Rehabilitation Sciences | | |
| Respiratory Therapy (Degree) | 16 | 16 |
| College of Medicine | | |
| Medicine | 110 | 110 |
| Family Social Sciences | 80 | 80 |
| College of Nursing | | |
| Nursing (Degree) | 240 | 240 |
| College of Pharmacy | | |
| Pharmacy (Degree) | 55 | 55 |
| Faculty of Kinesiology & Rec Management | | |
| B Kin (AT) | 24 | 24 |
| B Kin* | 65 | 65 |
| B P E* | 35 | 35 |
| B RM & CD* | 40 | 40 |
| Faculty of Law | | |
| Law (Degree) | 106 | 106 |
| Marcel Desautels Faculty of Music | | |
| Music* | 60 | 60 |
| Music - Jazz Studies* | 15 | 15 |
| Faculty of Science* | | |
| Science (Degree) | Target under consideration - See note 1 | Target under consideration - See note 1 |
| Faculty of Social Work | | |
| Social Work (on campus) | 75 | 75 |
| Social Work - Distance Delivery | 100 | 100 |
| Social Work - Inner City | 60 | 60 |
| Social Work - Northern External | 10 | 10 |
| Social Work - Northern Program | 35 | 35 |

Programs with an asterisk have a direct entry option

Notes:

1. Science does have a cap of between 1200 & 1500; however, this is an older figure and discussions are required prior to finalizing the target.



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Office of the President

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Date: December 7, 2017

To: Jeff Leclerc
University Secretary

From: Dr. David Barnard
President and Vice-Chancellor

Re: Suspension of Admissions to the Baccalaureate Program for Registered Nurses (BPRN)

The recommendation to suspend admissions to the Baccalaureate Program for Registered Nurses (BPRN) was brought forward for consultation with Senate on November 1, 2017 and the Board of Governors on November 21, 2017, with no significant concerns being raised. Under the Admissions Targets Policy, it is the President who approves changes to, or the introduction of, enrolment limits following consultation and discussion with the dean or director, Senate and the Board of Governors.

As a result, admissions to the BPRN should be suspended for the Fall 2019 intake pending approval by the province under the provincial Program of Study Regulations. I would request that you proceed accordingly.

Cc: Dr. Janice Ristock, Provost and Vice-President (Academic)
Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs)
Dr. Brian Postl, Vice-Provost (Health Sciences) and Dean, Rady Faculty of Health Sciences
Dr. Christine Ateah, Acting Dean, College of Nursing
Mr. Jeff Adams, Executive Director, Enrolment Services
Mr. Neil Marnoch, Registrar
Mr. Randy Roller, Executive Director, Office of Institutional Analysis
Ms. Cassandra Davidson, Academic Programs Specialist




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January 3, 2018

To: Jeff Leclerc, University Secretary

From: Janice Ristock, Provost and Vice-President (Academic) 

Re: **Consideration of academic freedom issues when reviewing international Articulation Agreement Proposals**

At the Senate Executive meeting on October 18, 2017, the committee considered several proposals to either renew or establish Articulation Agreements between the University of Manitoba and various post-secondary institutions in China. The Articulation Agreements would give students from those partner institutions advanced standing (i.e. transfer credit) in specific degree programs offered by the Faculty of Agricultural and Food Sciences.

A concern was raised that the review of proposals to establish/renew these Articulation Agreements, as well as a number of other international Articulation Agreements recently approved by Senate, had not considered questions about the academic freedom of faculty teaching courses at the partner institutions; including courses that had been reviewed for equivalency with University of Manitoba courses and for which students would receive transfer credit. The concern was that any restrictions on faculty members' academic freedom at the partner institutions might affect the content of courses taught at those places, particularly with respect to range of intellectual inquiry that was possible/permitted, for both instructors and students.

It was suggested that the Provost might strike a committee to consider how concerns regarding academic freedom at partner institutions might be considered in the process of reviewing Articulation Agreement proposals.

A committee was established consisting of the Provost; the Chairs of the Senate Committee on Admissions, the Senate Committee on Curriculum and Course Changes, and the Senate Planning and Priorities Committee (Susan Gottheil, Greg Smith, Ada Ducas), one faculty member with knowledge/experience of issues concerning academic freedom internationally (Tina Chen); Dean of Graduate Studies (Todd Mondor) and a representative of the Office of the Vice-President (Research and International) (Jay Doering).

The committee met and recommended that the Articulation Agreement Form be revised to add 2 questions under the section on **quality assurance**.

What is the partner institution's policy on academic freedom?

What are the implications of this (if any) on course content?

It was felt that these additional questions would help to address the concerns that had been discussed. Chairs of the Senate Committees will be able to comment on the effectiveness of these additions as we move forward to review new or renewable articulation agreements under the revised form.

cc: Dr. David Barnard, President and Vice-Chancellor



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Date: December 21, 2017
To: Christine Ateah, Vice-Dean, Education, Rady Faculty of Health Sciences
From: David Collins, Vice-Provost (Integrated Planning and Academic Programs)
Subject: **Program Approval – Concentrations in *Health Policy, Planning, and Evaluation; Health Promotion and Education; and Family Health***

At its meeting of December 6, 2017, the University of Manitoba Senate approved the proposal by the Rady Faculty of Health Sciences to offer three 18-credit hour concentrations in the *Bachelor of Health Studies* degree program. Moving forward, students new to the program will be required to complete one of the three concentrations. The concentrations are as follows:

- Health Policy, Planning, and Evaluation Concentration
- Health Promotion and Education Concentration
- Family Health Concentration

I hereby approve the implementation of the concentrations effective the Fall 2018 term. As stipulated in the Senate proposal, this implementation will involve no additional resources.

cc. Janice Ristock, Provost and Vice-President (Academic)
Jeff Adams, Executive Director, Enrolment Services
Cassandra Davidson, Academic Programs Analyst
Jeff Leclerc, University Secretary
Neil Marnoch, Registrar
Randy Roller, Executive Director, Office of Institutional Analysis




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Date: December 21, 2017
To: Jonathan Beddoes, Dean, Faculty of Engineering
From: David Collins, Vice-Provost (Integrated Planning and Academic Programs)
Subject: **Program Approval – Aerospace Stream**



At its meeting of December 6, 2017, the University of Manitoba Senate approved the proposal by the Faculty of Engineering to offer a new Aerospace Stream in the Bachelor of Science in Engineering (Mechanical). The new concentration would be elective and would complement the existing Aerospace Option. Students would not be eligible to receive both the Aerospace Option and the new Aerospace Stream.

I hereby approve the implementation of the concentration effective the Fall 2018 term. As stipulated in the Senate proposal, this implementation will involve no additional resources.

cc. Janice Ristock, Provost and Vice-President (Academic)
Jeff Adams, Executive Director, Enrolment Services
Cassandra Davidson, Academic Programs Analyst
Jeff Leclerc, University Secretary
Neil Marnoch, Registrar
Randy Roller, Executive Director, Office of Institutional Analysis



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Date: January 15, 2018

To: Dr. Stefi Baum, Dean, Faculty of Science

From: Dr. David Collins, Vice-Provost (Integrated Planning and Academic Programs)

Re: Suspension of Admissions to the Biotechnology Major – B.Sc. (Hons.), B.Sc. (Maj.)

Please find attached Manitoba Education and Training's approval of the UM proposal to temporary cease the Biotechnology major program for a period of two years. This follows Dr. Barnard's decision of October 10, 2017 to approve the request to suspend admissions to the program, following consultation with Senate and the Board.

Accordingly, suspension of admissions to this program is effective beginning the Fall 2018 term and will be in place for the 2018/19 and 2019/20 academic years. The decision to suspend admissions to this program should be raised for review no later than February 1, 2020. It is my understanding that during this period, the Faculty of Science will undergo a review of the Biotechnology major to determine whether or not it is viable to restructure the program and continue with the offering. My office will be in contact directly to discuss review plans and schedules.

Cc.: Dr. David Barnard, President and Vice-Chancellor
Dr. Janice Ristock, Provost and Vice-President (Academic)
Mr. Jeff Leclerc, University Secretary
Mr. Jeff Adams, Director, Enrolment Services
Mr. Neil Marnoch, Registrar
Mr. Randy Roller, Executive Director, OIA
Ms. Cassandra Davidson, Academic Program Specialist



Education and Training

Post-Secondary Education and Workforce Development Division
405 – 800 Portage Avenue, Winnipeg, Manitoba, Canada R3G 0N4
T 204-945-3990 F 204-945-1557
www.manitoba.ca

January 8, 2018

Dr. David Barnard
President and Vice-Chancellor
University of Manitoba
Email: david.barnard@umanitoba.ca

Dear Dr. Barnard:

I am pleased to inform you that Manitoba Education and Training has approved the University of Manitoba's proposal to temporarily suspend admissions to the Biotechnology program for the two academic years of 2018/19 and 2019/20, as submitted.

As I understand from the proposal, during the temporary cessation, the University of Manitoba will evaluate the viability and sustainability of this program. Please note that as per Section 9.7(1) of The Advanced Education Administration Act, any further change to the suspension of the program or permanent cessation of the program will need approval from Manitoba Education and Training.

Should you have any questions regarding this approval please contact Ms Colleen Kachulak, Executive Director, Post-Secondary Education and Labour Market Outcomes at 204-945-7584 or at Colleen.Kachulak@gov.mb.ca.

Sincerely,

Jan Forster
Assistant Deputy Minister

- c. Dr. David Collins, Vice-Provost, University of Manitoba
Ms Colleen Kachulak, Manitoba Education and Training

January 25, 2018

Report of the Senate Committee on University Research Re: The establishment of a Food Systems Research Group

Preamble:

1. The terms of reference for the Senate Committee on University Research (SCUR) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/510.html
2. At its meeting on January 18, SCUR received for information a decision from the Vice-President (Research and International) regarding a proposal for the Food Systems Research Group.
3. The University of Manitoba Policy for Research centres, Institutes and groups specifies (section 2.9) “research groups are established under the authority of the Vice-President (Research and International), normally on the recommendation of the department head (where appropriate) and dean/director”.

Observations:

1. The Faculties of Agricultural and Food Sciences; Arts; Environment, Earth and Resources; and Science proposed a research group in Food Systems, which will report to the Vice-President (Research and International).
2. Objective of the research group is “develop new multidisciplinary and inter-faculty research collaborations among University of Manitoba researchers within the broad area of Food Systems, and more specifically the strategic research theme of *Safe, Healthy, Just and Sustainable Food Systems*.”

Respectfully submitted,

Digvir Jayas, Chair
Senate Committee on University Research.

Proposal to establish a University of Manitoba Food Systems Research Group

August 16, 2017

A. Name of Research Group: Food Systems

The Food Systems Research Group is an umbrella group fostering the creation of nodes of multi/trans-disciplinary collaborative research activity to advance the signature research theme of Safe, Healthy, Just and Sustainable Food Systems.

B. Objectives and Rationale for Formation of the Research Group:

i. Overall Objective

To develop new multidisciplinary and inter-faculty research collaborations among University of Manitoba researchers within the broad area of Food Systems, and more specifically the strategic research theme of *Safe, Healthy, Just and Sustainable Food Systems*. The ongoing focus will be on building research teams, research programs and student training. The overarching long term goal is to amass the necessary research expertise and research performance excellence such that this strategic theme becomes a University of Manitoba Signature Area.

ii. Rationale

Numerous individual researchers and research programs at the University of Manitoba are already addressing a number of facets of Food Systems, as represented by the breadth of inquiry encompassed in the strategic research theme title. What is currently lacking is a coordinated approach towards establishing new research partnerships and strengthening existing research collaborations through the exchange of information and pursuit of funding opportunities. The Food Systems research group will provide structure, support and defined avenues for exchanging ideas and information, pursuing new research initiatives, and training graduate students in this area. The establishment of the FSRG will not detract from existing academic programs. Rather, our vision is that the activities of the FSRG would complement existing programs, adding new dimensions.

iii. Scope of Activities

The initial activity will be to convene a workshop of founding members to determine short, medium and long term goals of the research group, as well as to establish group procedure and a process for assessing progress towards meeting these goals. Early activities will include i) establishing a web presence that includes a data sharing portal, ii) implementing avenues for knowledge exchange and engagement opportunities, including a bi-monthly seminar series, and iii) introducing graduate student training events, such as an annual research colloquium.

C. Description of the Constitution of the Research Group in terms of:

i. Organization structure

The Food Systems research group members will consist of researchers from multiple Faculties at the University of Manitoba. One member will serve as Director for a three-year term. The Director will be elected by FSRG members following an open nomination, based on a majority vote, and will report to the Vice-President (Research and International). The Director will chair the Steering Committee, comprised of a subset of the membership. It is the responsibility of the Steering Committee to report ongoing activities back to their Faculty and ADRs with the goal of increasing faculty and graduate student involvement with the research group. The expectation is that ADRs who have contributed a letter formally indicating their support will champion the research group internally and externally. Associate Deans (Research) of the represented Faculties (i.e., Agricultural and Food Sciences, Arts, Earth, Environment and Resources, and Science) are invited to participate as Standing Members. A Standing Member is defined as one who can choose to attend and contribute to membership discussion but is not obligated to do so. Representation as a Standing Member is optional, but is open only to ADRs of the represented Faculties. The Director may form committees having specific role(s) and responsibilities as needed with member approval by majority vote. All members with the exception of Standing Members are eligible to vote. The organization structure will be revisited at each scheduled review to ensure its ongoing suitability for achieving the defined goals and scope of activities. Current member Faculties are, in alphabetical order: Agricultural and Food Sciences, Faculty of Arts, Clayton H. Riddell Faculty of Earth, Environment and Resources and Faculty of Science. It is envisioned that the number of Faculties involved will grow over time, corresponding with growth of FSRG membership.

ii. Conditions of Membership

Members of the University of Manitoba community, including students, are eligible to become members of the FSRG. The primary condition of membership is an ongoing commitment to constructively engage and act in a manner that advances the University's *Safe, Healthy, Just and Sustainable Food Systems* strategic research theme, with the ultimate goal to focus on building research collaborations through securing transdisciplinary research grants. The Director of the research group is responsible for appointment and administration of membership. Membership composition is subject to review during the scheduled review periods.

iii. Reporting procedures

Once annually the Director will submit a written report to a committee comprised of the Standing Members, chaired by the Vice President (Research and International), or designate, on progress towards addressing the goals and meeting the overall objective of the research group, as well as any new goal(s) identified for the upcoming year. Food System Research Group members will meet at least twice yearly to report on individual activities and progress that will be used in the building of this report. .

iv. Mechanisms for regular review and assessment

The group will undergo an initial internal review after 18 months, and every three years thereafter, to i) review progress towards meeting goals, ii) review membership composition, and iii) to adjust goals and associated activities towards advancing the overall objective.

D. List of Members and Abbreviated Curriculum Vitae

The proposed research group is currently comprised of eight founding members (research faculty) representing four Faculties, plus a research development coordinator. Associate Deans (Research) of the represented Faculties are Standing Members. These eight founding members will serve as the Inaugural Steering Committee. It is envisioned that membership will grow over time. Group members and research group activities will foster engagement with additional researchers, graduate students, post docs, research associates, internal research support personnel, as well as external community stakeholders. CVs are provided for these eight founding members.

i. Steering Committee:

1. Dr. Iain Davidson-Hunt (Interim **Director**)
Professor
Natural Resources Institute
Clayton H. Riddell Faculty of Earth, Environment and Resources
2. Mark Belmonte
Associate Professor
Department of Biological Sciences
Faculty of Science
3. Teresa de Kievit
Professor/ Associate Head
Department of Microbiology
Faculty of Science
4. Annette Desmarais
Associate Professor
Canada Research Chair in Human Rights, Social Justice and Food Sovereignty
Department of Sociology
Faculty of Arts
5. James D. House
Professor and Department Head
Departments of Human Nutritional Sciences and Food Sciences
Faculty of Agricultural and Food Sciences
6. Derek Johnson
Associate Professor/Associate Department Head
Department of Anthropology
Faculty of Arts
7. Kim Ominski
Professor/Associate Department Head
Department of Animal Science
Faculty of Agricultural and Food Sciences

8. Joyce Slater
Associate Professor
Department of Human Nutritional Sciences
Faculty of Agricultural and Food Sciences

ii. Standing Members

1. Martin Scanlon
Associate Dean (Research), Faculty of Agricultural and Food Sciences
Professor, Department of Food Science
2. David Barber
Associate Dean (Research), Faculty of Environment, Earth, and Resources
Professor and CRC in Arctic System Science
3. Rob Hoppa
Associate Dean (Research), Faculty of Arts
Professor, Department of Anthropology
4. Ivan Oresnik
Associate Dean (Research), Faculty of Science
Professor, Department of Microbiology

iii. Other:

1. Christine Rawluk (Inaugural Coordinator, FS Research Group)
Research Development Coordinator
NCLE - National Centre for Livestock and the Environment

E. Statements of Support and Commitment Letters

Deans/ADRs of the following Faculties have provided letters detailing the nature of their support and commitment towards the proposed Food Systems Research Group:

1. Norman Halden, Dean, Clayton H. Riddell Faculty of Environmental, Earth and Resources
2. Martin Scanlon, ADR, Faculty of Agricultural and Food Sciences and Chair, National Centre for Livestock and the Environment
3. Ivan Oresnik, ADR, Faculty of Science
4. Rob Hoppa, Acting Dean, Faculty of Arts

Attachments:

1. Abbreviated CVs of Steering Committee members
2. Statements of Support and Commitment Letters

PRESIDENT'S REPORT: March 7, 2018

GENERAL

The University of Manitoba was the presenting sponsor of the Royal Society of Canada's annual Celebration of Excellence (COE) in Winnipeg from November 23-26. In conjunction with the COE, a day long symposium entitled "*Climate Change: From Challenges to Opportunities*" was held at the Fort Garry campus, with some 300 attendees hearing keynotes presented by: Dr. David Barber (Environment and Geography), Mr. Michael Spence (Mayor, Town of Churchill), and two panels, addressing the 'challenges' and 'opportunities' afforded by our changing climate.

The University of Manitoba once again has been named one of Manitoba's Top Employers by the editors of Canada's Top 100 Employers. The University was selected as a result of its commitment to celebrating its employees' achievements, a range of employee benefits and supports, its work in national reconciliation efforts and its commitment to diversity and inclusion, among other factors.

Arianna Huffington, founder of *The Huffington Post*, founder and CEO of Thrive Global, is the recipient of the 2018 International Distinguished Entrepreneur Award (IDEA), hosted by the Associates of the Asper School. Ms. Huffington will receive the award at the gala dinner at Winnipeg's Royal Bank of Canada (RBC) Convention Centre.

On February 6, 2018, the University of Manitoba will be hosting *Reconciliation through Recognition*, a public lecture by Phil Fontaine and Kathleen Mahoney, followed by a reception. The lecture will take place at 6:30 p.m. in the Robert Schultz Theatre, St. John's College, and will focus on a new project that is seeking to alter the narrative of Canada as a country of two founding nations (English and French) to one that reflects the foundational contributions of Indigenous peoples to the formation of Canada and in so doing, will improve the context for discussion and action on commitments already made to reconciliation, building nation-to-nation relationships and rights to self-determination.

The University of Manitoba speaker series, Visionary Conversations, will mark Black History Month by exploring the question of whether Black Canadians are equitably represented in positions of power and influence. This event will take place on Tuesday, February 13 at 7:00 p.m. at the Canadian Museum for Human Rights.

The 2018 Distinguished Alumni Award winners were announced Friday, January 12. Winners are: Paul Soubry [BComm/84] Lifetime Achievement Award; Dr. Lorrie Kirshenbaum's [BSc/86, MSc/88, PhD/92] Professional Achievement Award; Tina Jones [BEd/89] Community Service Award; Jan Lederman [BA/74, LLB/77] Service to the University of Manitoba Award; and Dr. Shayne Reitmeier [BSc/13, MD/17] Outstanding Young Alumni Award. We hope all members of the Board of Governors will be able to attend The Distinguished Alumni Awards Celebration of Excellence on Tuesday, May 10, 2018 and help us celebrate the achievements of our Alumni.

ACADEMIC MATTERS

- Jitendra Paliwal, biosystems engineering, was presented with the 2017 Technical Excellence Award by Engineers Geoscientists Manitoba, given in recognition of outstanding leadership, mentorship, service to the profession and technical contributions to the field of engineering.

- Johnathan Payton, environment and geography, was awarded Prairie Division of the Canadian Association of Geographers (PCAG) Early Career Distinction Award.
- Feiyue Wang, environment and geography, was awarded the Stairs Lectureship in Chemistry in November 2016 by Trent University. The Stairs Lecture in Chemistry is a biennial lecture series where Trent University invites a distinguished scientist to speak on their research and to showcase the field of Chemistry.
- Gary Stern, environment and geography, received the Governor General of Canada's Polar medal. The Ceremony will happen sometime in early 2018.
- David Barber, environment and geography, was awarded the Officer to the Order of Canada and Honorary Degree in Science from Université Laval.
- Jake Ayre, agribusiness student, was one of two Canadian students to win the Canadian Seed Trade Association Future Influencer competition.
- Four Asper students received Manitoba Aboriginal Youth Achievement Awards (MAYAA) in November 2017. The annual awards recognize academic accomplishment, community involvement, culture, business and athletics. The Manitoba Aboriginal Youth Achievement Awards (MAYAA) selection process is unique in that recipients are chosen by committees consisting of Aboriginal youth from the community. The students, Lila Yarechewski, Antoine Allard, Kara Thorvaldson and Kristi Perrin, are all members of Indigenous Business Education Partners, a community of Indigenous students at the Asper School.
- Alyssa Archibald, medicine student, was awarded the Canadian Medical Hall of Fame (CMHF) Award. The awards are given annually to one student at each of Canada's 17 medical schools. They recognize students who demonstrate leadership through community involvement, superior communication skills, academic excellence and interest in advancing knowledge.
- The University of Manitoba's renowned Indigenous Health Collection is marking its 20th anniversary. Housed in the Neil John Maclean Health Sciences Library on the Bannatyne campus, it's the only stand-alone collection devoted solely to Indigenous health at an academic health sciences library in Canada.

RESEARCH MATTERS

- Dr. Catherine Cook (First Nations, Metis, Inuit Health), Vice-Dean, Indigenous Health, Rady Faculty of Health Sciences, and Dr. Samar Safi-Harb (Physics and Astronomy), Canada Research Chair in Supernova Remnants Astrophysics were named Women's Executive Network 2017 Canada's Most Powerful Women: Top 100 Award winners in the 'trailblazers and trendsetters' category. This award recognizes and celebrates the extraordinary accomplishments of women in Canada who are proven achievers and strong contributors to their organizations, their fields of endeavour and their communities.

- Dean of Science, Dr. Stefi Alison Baum has been named a Fellow of the American Association for the Advancement of Science (AAAS). AAAS is the world's largest general scientific society and publisher of several academic journals including Science, the largest paid circulation of any peer-reviewed general science journal in the world. Election as an AAAS Fellow is an honour bestowed upon AAAS members by their peers. This year 396 members were recognized for their scientifically or socially distinguished efforts to advance science or its applications.
- Dr. Pourang Irani (Computer Science), Canada Research Chair in Ubiquitous Analytics and his team of collaborators received \$1.65 million in funding from the Natural Sciences and Engineering Research Council of Canada's CREATE program (Collaborative Research and Training Experience) to fund the Visual Automated Disease Analytics (VADA) program. Upwards of 86 graduate students in the VADA program will create interactive visualization and automated tools that process data, helping policy makers to manage chronic disease, and quickly detect and prevent infectious disease outbreaks.
- The Churchill Marine Observatory (CMO) consists of two parts: the oil in sea ice mesocosm (OSIM) and the estuary corridor (EC). The EC part of the CMO project, which is led by Dr. Gary Stern (Environment & Geography), received funding of \$1,571,567 through the Western Diversification Program (WDP). The EC will be used to supply seawater to the OSIM as well as provide a cable connection that is required to transmit continuous physical and chemical oceanographic data from a tethered observatory located at the mouth of the Churchill Estuary. When complete, CMO will employ 4 to 6 technicians and train 20 to 30 highly qualified personnel (summer students, graduate students and postdoctoral fellows) each year.
- The 13th Annual Undergraduate Research Poster Competition was held on October 27, 2017. The event gave 100+ students the opportunity to practice their presentation skills and present the discoveries they are making. The competition showcased the work of more than 100 students. Judges assess each project based on official judging criteria determining winners for cash prizes in five different categories: Social sciences/humanities; health sciences, natural sciences; creative works and applied sciences.
- Manitobans challenged themselves to think in new ways, from new perspectives, and to work together to find solutions to the biggest problems they can imagine in the final stage of the Game Changer competition, with winners announced on November 14. Team Hour Off captured the grand prize of \$10,000 with their winning idea. They answered the question, "With technology filling all our free time, how can we reclaim boredom as a productive or creative force?" Their solution was to create a societal movement to encourage people to be "screen free" for one hour a day to make a daily incremental change. They were also the People's Choice award winners (\$500). Team members were: Kira Pearson (Asper School of Business), Piesebel Berlane Pasco (Faculty of Science), and Indigo Adam-Grant (Asper School of Business). Second place went to Team Just A Warm Sleep (\$5,000) and Team Degreezy took third place (\$2,500).

The competition, in its third year, was open to students and post-doctoral fellows from all disciplines and at all post-secondary institutions in Manitoba as well as all Manitobans over the age of 16. An initiative of the Office of the Vice-President (Research and International), the competition is co-organized by the Stu Clarke Centre for Entrepreneurship and the Technology Transfer Office. For more details on the competition, visit umanitoba.ca/gamechanger.

- Distinguished Professor Dr. Cheryl Rockman-Greenberg (Pediatrics and Child Health, Children's Hospital Research Institute of Manitoba) was inducted into the Canadian Medical Hall of Fame in the category of Leadership in Health Promotion, Illness Prevention and Care. Greenberg's research on the treatment of hypophosphatasia has attracted international attention. She is currently the Canadian leader in this field, conducting clinical trials of a novel enzyme replacement therapy, and is also active and the lead for Canada in the International hypophosphatasia registry.
- Dr. Lysa Porth, (Guy Carpenter Research Chair in Agriculture Risk Management and Insurance) Director of the Warren Centre in the Asper School of Business, is leading an interdisciplinary and international research team that received \$988,000 from Agriculture and Agri-Food Canada's Agriculture Risk Management and Insurance AgriRisk program, a Growing Forward 2 Business Risk Management initiative. This project led by Saskatchewan Cattlemen's Association and Alberta Beef Producers involves an interdisciplinary research team with members from the University of Manitoba, University of Waterloo, Nanyang Technological University (Singapore), SCOR reinsurance company and Airbus Defence and Space (France), along with cooperation from Saskatchewan Crop Insurance Corporation and Agriculture Financial Services Corporation.
- Five delegations of international visitors were hosted in September to November 2017.
- Ten Memoranda of Understanding (MOU) and/or agreements were signed with international partners in Sept-Nov 2017.

| Date/Reporting Period | Activity/Project | Who (students, partners, faculties) | Participation and/or Awards |
|--------------------------------|--|--|------------------------------------|
| October 16 - November 30, 2017 | Intercultural Development and Leadership Program | International and Domestic Students | 8 |
| October 16 - November 30, 2017 | Volunteer Language Exchange Program | International and Domestic Students | 54 |
| October 16 - November 30, 2017 | International Student Mentorship Program | International and Domestic Students | 56 (mentors) 68 (mentees) |

- Sixty-five research projects led by fifty-seven investigators were awarded a total of \$10,467,400. Those projects awarded \$25,000 or more are:

| PI | Sponsor | Title | Awarded |
|---|---------------------------|--|----------------|
| Belmonte, Mark (Biological Sciences) | Bayer CropScience | Protecting plants against fungal pathogens | \$25,300 |
| Collins, Benjamin (Anthropology) | SSHRC Insight Development | Refining the middle-to-later stone age transition: The perspective from Grassridge Rockshelter, South Africa | \$74,900 |

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| Cui, Victor (Business Admin) | SSHRC Insight | Inter-firm collaboration, competition and firm innovation performance | \$145,917 |
| Delay, David (Social Work) | SSHRC Insight Development | Exploring the narrative constructions of men as perpetrators/victims of intimate partner violence: Comparing police, probation officers and service user narratives of men's reporting experiences | \$34,027 |
| Desmarais, Annette (Sociology) | SSHRC Insight | Changing farmland tenure and food sovereignty on the Canadian Prairies | \$252,243 |
| Dolinsky, Vernon (Pharmacology and Therapeutics) | Children's Hospital Foundation of Manitoba Inc. | Epigenetic biomarkers and the mechanistic basis of childhood obesity | \$36,750 |
| Domaratzki, Michael (Computer Science) | NSERC | Use of probabilistics graphical models in bioinformatics | \$25,000 |
| Dow, Karen (Civil Engineering) | NSERC | CFD validation of nozzle performance for chilled beam design | \$25,000 |
| Dubois, Danielle (Religion) | SSHRC Insight Development | Marguerite Porete in the French, English and Italian historical record, 15th-20th century | \$41,771 |
| Elias, Brenda (Community Health Sciences) | SSHRC Partnership | Looking after each other: A dignity promotion project partnership for those living with FASD | \$2,500,000 |
| Fayek, Mostafa (Geological Sciences) | NSERC | Developing new tools for assessing the regional tectonic setting of uranium deposits as a driver for exploration | \$167,024 |

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|--|--------------------------------|--|-----------|
| Fayek, Mostafa (Geological Sciences) | AREVA Resources Canada Inc. | Assessing the geochronology, geochemistry and regional tectonic setting of uranium deposits as drivers for exploration | \$90,000 |
| Forget, Evelyn (Community Health Sciences) | SSHRC Insight Development | The labour market and its alternatives: Investigating Manitoba's minimum income experiment | \$34,347 |
| Gole, Aniruddha (Electrical and Computer Engineering) | Mitacs Inc. | GPU platforms for highly parallel EM simulations | \$58,000 |
| Hoppa, Robert (Anthropology) | SSHRC Insight | Reconsidering growing old in the past: New palaeodemographic reconstructions | \$166,617 |
| Jafari Jozani, Mohammad (Statistics) | Mitacs Inc. | Wind turbine power curve modelling for reliable power prediction using isotonic regression and different loss functions | \$45,000 |
| Jiang, Changmin (Supply Chain Management) | SSHRC Insight | Assessment of the International Civil Aviation Organization's basket of measures to reduce aviation CO2 emissions | \$108,126 |
| Kelly, Debbie (Psychology) | Research Manitoba | Do age-related declines in inhibitory control and memory impair cognitive functioning? | \$73,500 |
| King, Regine (Social Work) | SSHRC Insight Development | True healing is healing together: Lessons about reconciliation processes in post-genocide Rwanda | \$59,001 |

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| Komenda, Paul (Internal Medicine) | Manitoba Renal Program (MRP) | Optimal approaches to chronic kidney disease case funding in Indigenous communities: A cluster randomized clinical trial | \$200,000 |
| Komenda, Paul (Internal Medicine) | Research Manitoba | Optimal approaches to chronic kidney disease case funding in Indigenous communities: A cluster randomized clinical trial | \$200,000 |
| Komenda, Paul (Internal Medicine) | Seven Oaks Chronic Disease Innovation Centre | Optimal approaches to chronic kidney disease case funding in Indigenous communities: A cluster randomized clinical trial | \$50,000 |
| Komenda, Paul (Internal Medicine) | University of British Columbia | Optimal approaches to chronic kidney disease case funding in Indigenous communities: A cluster randomized clinical trial | \$450,000 |
| Liao, Chi (Accounting & Finance) | SSHRC Insight Development | The impact of peer effects on financial risk taking | \$49,695 |
| Main, Kelley (Marketing) | SSHRC Partnership Development | Distinguishing the types of flow | \$130,632 |
| McKinnon, Lyle (Medical Microbiology) | Research Manitoba | The role of integrin $\alpha 4\beta 7$ in HIV acquisition and pathogenesis | \$73,500 |
| Milne, Brooke (Anthropology) | SSHRC Insight | The analytical quandry of chert quarries: A multi-scalar approach using GIS modeling, archaeo-geophysics. lithic provenance and debitage analysis to understand Palaeo- Eskimo lithic | \$283,666 |

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| | | technological organization and novice skill on southern Baffin Island | |
| Mizzi, Robert (Physiology & Pathophysiology) | SSHRC Insight | Out There: A Study of LGBTQ Educators Working Overseas | \$30,566 |
| Moussavi, Zahra (Electrical and Computer Engineering) | Mitacs Inc. | Visual enhancement in normal and abnormal visual system | \$90,000 |
| Mundy, Christopher (Centre for Earth Observation Science) | Dalhousie University | Observing and responding to pressures on arctic marine ecosystems services - Project #4 (Cycle 2) | \$40,000 |
| Namaka, Michael (Pharmacy) | Mitacs Inc. | Testing of cannabinoid oil extracts in an experimental autoimmune encephalomyelitis (EAE) animal model of multiple sclerosis (MS)-induced neuropathic pain (NPP) | \$30,000 |
| Ng, Koi Yu Adolf (Supply Chain Management) | SSHRC Insight | Climate change adaptation planning for ports | \$256,015 |
| Ng, Marcus (Internal Medicine) | Health Sciences Centre | Rapid eye movement sleep in the evaluation of epilepsy surgery | \$70,000 |

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| Perry, Raymond (Psychology) | SSHRC Insight | Attribution-based motivation treatments and mind mapping: A curriculum intervention program to facilitate academic engagement for college students in online learning environments | \$173,328 |
| Rajapakse, Athula (Electrical and Computer Engineering) | Mitacs Inc. | IEC 61850-based centralized intelligent station-level protection for power systems with multi-technology distributed energy resources | \$60,000 |
| Rosen, Nicole (Linguistics) | SSHRC Insight | Mapping linguistic variation on the Canadian Prairies | \$224,333 |
| Shkandrij, Myroslav (German & Slavic Studies) | SSHRC Insight | The Ukrainian "Galicia" division: Framing the narratives | \$81,099 |
| Shooshtari, Shahin (Community Health Sciences) | Mitacs Inc. | Evidence-informed planning and evaluation of community transitions: Impact on health and quality of life | \$133,333 |
| Sinclair, John (Natural Resources Institute) | SSHRC Insight | Creating a sustainable society: Understanding the interrelations among participatory governance, learning and social action | \$237,032 |
| Sorensen, John (Chemistry) | NSERC | Development of a procedure for the extraction and purification of rutin from buckwheat forage: A laboratory study required for the | \$25,000 |

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|--|---------------------------|--|-------------|
| | | industrial production of rutin | |
| Starzyk, Katherine (Psychology) | SSHRC Insight | The reconciliation barometer: A tool for tracking reconciliation between Indigenous peoples and others in Canada | \$192,430 |
| Thiyam-Hollander, Usha (Food and Human Nutritional Sciences) | NSERC | Valorization of brewer's spent grain and Canadian beer through the identification of antioxidant characteristics | \$25,000 |
| Thompson, Shirley (Natural Resources Institute) | SSHRC Partnership | Northern sustainability teaching lodges in remote First Nation Communities | \$2,500,000 |
| Wang, Luming (Marketing) | SSHRC Insight Development | Choice architecture: The effect of cross-classification on consumer choice | \$49,460 |
| Waterman, Jane (Biological Sciences) | Mitacs Inc. | Novel applications of technology to Arctic wildlife research and management | \$80,000 |
| Wilkinson, Lori (Sociology) | SSHRC Insight | Finding home: The secondary migration of refugee children, youth and their families in Canada | \$166,720 |

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| Wittmeier, Kristy (Pediatrics and Child Health) | Research Manitoba | BRIGHT coaching: A health system to empower families of preschoolers with developmental disabilities | \$136,397 |
| Yuan, Qiuyan (Civil Engineering) | NSERC | Development of operational enhancements for biological nutrient removal to an SBR wastewater treatment system using pH-ORP-T sensor | \$25,000 |
| Yuan, Wenlong (Business Admin) | SSHRC Insight | The impact of narcissistic CEOs and the CEO-TMT interface on corporate entrepreneurship strategy and firm performance | \$106,482 |

ADMINISTRATIVE MATTERS

- Human Resources launched an online toolkit to assist employees with managerial responsibilities.
- UM Careers, the University's new electronic recruitment system, was launched on November 6, allowing for the online posting of and application for employment opportunities.
- The University and UNIFOR reached a four-year collective agreement.
- The *Pedestrian and Cycling Plan* for the Fort Garry campus has been finalized in alignment with the University of Manitoba's *Sustainable Transportation Strategy*. This multi-year plan for pedestrian and cycling infrastructure improvements builds on Visionary (re)Generation and the Sustainability Strategy 2016-2018 goals to create a pedestrian and cycling-friendly environment, and support and enhance transportation access to campus. It is based on the results of transportation surveys, field studies, pedestrian and cycling traffic counts and input from the University community with approximately 500 faculty, staff and students participating in open houses during July and December of 2017. The Plan identifies gaps in the existing network and provides priorities and recommendations for upgrades and new segments of pedestrian cycling pathways. Based on the Plan, identified pedestrian and cycling infrastructure improvements can be scheduled and phased to coincide with other infrastructure projects such as road renewal.

- Parking Services, the Office of Sustainability and Marketing Communications Office (MCO) have launched a Transportation Hub at umanitoba.ca/transportation which features all things transportation at the University. This site brings together information that in the past was housed on various University web pages or provided via MCO communications. This one-stop-shop makes it easier for students, staff, faculty and visitors to find up-to-date information on how to get to campus by busing, biking, walking and carpooling as well as parking options for vehicles, carpoolers and cyclists. The site also includes information on how to get around campus using the pathway system, the tunnels or the campus shuttle, and other related information such as the Safe Walk Program. Temporary changes to routes or service disruptions due to construction or special events are also reported at this site.
- The University of Manitoba has reached its six-month goal of 250+ campus users on the GoManitoba online ride-matching site. In addition, GoManitoba users were encouraged to track their travel through the month of November for a chance to win prizes. Participants were asked to track at least ten days' worth of trips in their Commute Calendar for the month of November. Green Action Centre selected dozens of prize winners from the successful participants of the challenge, several of which were affiliated with the University of Manitoba. The increasing number of carpoolers to campus has led to the addition of ten carpool stalls in B Lot on the Fort Garry campus and two carpool stalls in E Lot on the Bannatyne campus.
- The Biodiversity Study of the University of Manitoba's riparian areas has been completed and provides a baseline of the current state of the University's 53.4 hectares of river bottom forest found at Fort Garry campus and the research stations. The forests contain important vegetative species that support the integrity of the riverbanks, provides habitat for a wide range of wildlife species and represents a significant carbon sink. Field investigations found the river bottom forests at Glenlea Research Station and Ian N. Morrison Research Farm to be healthy, with the Fort Garry campus forest areas including Southwood lands to be in varying states. The biodiversity study along with the campus tree inventory will provide a baseline from which to assess the impacts of disease and invasive species such as the green ash bore and buckthorn, form the basis of a future conservation plan, and factor into the University's upcoming Climate Action Strategy.
- Elder Marlene Kayseas hosted a traditional feast and blessing ceremony in Migizii Agamik during the fall equinox. The blessing ceremony acknowledged all upcoming campus projects for the next year. Representatives from the Associate Vice-President (Administration) unit responsible for facilities planning and development participated in the event.
- The construction of Churchill Marine Observatory (CMO) commenced in May 2017, has been delayed due to the closure of the rail line in June 2017 as construction material could not be transported to site. The University has negotiated an agreement with the contractor to use a Cat Train (modified winter road) for the transport of material to Churchill. This has increased the overall cost of the project but it does allow for work to recommence in the spring of 2018 rather than be subject to even more lengthy delays.
- All University of Manitoba employees (full time, part time, term, faculty and staff) were required to complete Accessibility Training (Customer Service) by November 1, 2017 to be compliant with the Customer Service Standard and the Accessibility for Manitobans Act. By the deadline, 90% of UM employees were trained. As new employees are hired, training will continue. To date 6151 people have completed the training.

- After extensive consultation and review, the travel and business expense claims procedures were revised in December 2017. Highlights of the changes include:
 - Users are no longer required to send in paper receipts – they need only upload the receipts to Concur, the University’s travel and expense management tool
 - Users have more flexibility in airfare booking methods and airfare classes
 - Per diem and mileage rates have been increased
 These changes are in addition to changes made in April to decentralize approvals over hospitality expenses and to remove daily meal claim restrictions.
- On January 4, 2018, multiple vendors and media outlets began extensive reporting on a security vulnerability in the main chip, or CPU, in most modern computers around the world. The University developed a patch management program, based on what patches are available from vendors, with a completion target of Sunday January 14, 2018. The University will continue to monitor and install patches as they become available from any vendors that did not distribute patches by the target completion date.
- As at December 31, 2017, the market value of the University Investment Trust (endowment fund) reached \$715.5 million, compared to \$660.2 million a year ago at this time. The growth was due to an annual investment return of 8.94%, and \$17.3 million in new donations received over the calendar year.

EXTERNAL MATTERS

- For the period of April 1, 2017 to December 31, 2017, the University has raised \$25,406,439.96 towards the 2017/2018 fiscal year.
- As of December 31, 2017 we have raised \$308,740,734.53 in philanthropic gifts, exceeding our cumulative campaign goal for 2017/2018 of \$305 million. We are continuing discussions with the provincial government regarding a \$150 million commitment towards our \$500 million goal for the Front and Centre campaign.
- Examples of gifts in the last reporting period include:
 - On December 8, Chancellor Emeritus Arthur Mauro [BA/49, LLB/53, LLM/56, LLD/87] announced a \$5 million gift from the Mauro Family Foundation, to endow a cross-faculty Chair in Human Rights and Social Justice and support local and international peace-building initiatives. The Mauro Family Foundation’s history of generosity with the UM is extensive. Dr. Mauro and the Mauro Family Foundation previously donated \$2.7 million to establish the Arthur V. Mauro Centre for Peace and Justice and numerous scholarship funds.
 - The late Inga Storgaard [BA/1959, BEd/1962] made a gift in her will to the University of Manitoba for \$1.7 million in support of both the Faculty of Education and the Department of Plant Science, Faculty of Agricultural and Food Sciences.

- Bruce D. Campbell [BSA/1958, LLD/2007] and Lesley Campbell's ongoing support of the Faculty of Agricultural and Food Sciences was renewed with a gift of \$250,000 to the Bruce D. Campbell Farm & Food Discovery Centre.
- The late Barbara R. Chase [BA/1982] has made a gift in her will of more than \$231,000 to establish an endowed bursary in Fine Arts.
- The College of Pharmacists of Manitoba has provided a gift of \$160,700, representing the amount pharmacists have donated through their annual licensing renewal, to enhance the undergraduate program in the College of Pharmacy.
- Stan T. K. Cheung [BSA/1969, MSc/1971, PhD/1975, LLD/1991] has made a further contribution in support of the Department of Animal Sciences with a gift of \$150,000.
- Deloitte LLP has supported I.H. Asper School of Business classroom refurbishments with a gift of \$150,000.
- Julia Liu has made an endowed gift of \$100,000 in support of the Transport Institute.
- The Concord Projects Foundation has given \$100,000 to support both the Stanley Pauley Engineering Building and classroom refurbishment in the I.H. Asper School of Business.
- Significant events and activities in the last reporting period include:
 - The Alumni Forum was held on November 4, for graduates to share their thoughts on how best to define the University of Manitoba story. Approximately 60 people attended and expressed their appreciation for being asked to contribute to the UM story. A follow-up event will be held in 2018 to examine further the outcomes.
 - The Alumni Winter Forum was held December 1, bringing together past Alumni Association Board members, University Board of Governors' representatives, UM leadership and special guests. Approximately 80 people attended.
 - The National Centre for Truth and Reconciliation (NCTR) hosted MP for Saint Boniface – Saint Vital and Manitoba Liberal Caucus Chair Dan Vandal for a tour.
 - The Honourable Navdeep Bains, Minister of Innovation, Science and Economic Development visited the Fort Garry campus and participated in an open-invitation, moderated question and answer event with students on January 8.
- Upcoming events and activities include the following:
 - The Seniors Alumni Learning for Life Program's winter session will run February 14 – March 7th.
 - The President, Vice-President (External), and Acting Associate Vice-President, Donor Relations, will be travelling to Hong Kong and Shanghai February 24-March 3 to meet with donors and to host an Alumni event.

Report of the Senate Executive Committee

Preamble

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

Observations

1. Cancellation of February 2018 Senate Meeting

The Senate Executive Committee cancelled the February 2018 Senate meeting. The Committee determined that, given the limited number of agenda items that would require consideration by Senate and/or the Board of Governors, it would be reasonable to defer consideration of these items to the March 7, 2018 Senate meeting rather than have Senators convene for a short meeting.

The Senate Meeting Rules specify that:

...the Executive Committee of Senate shall have the authority to cancel a meeting of Senate if it determines that the amount and nature of the agenda items make it practicable to defer consideration, and provided that notice of such cancellation is given to members of Senate at least seven (7) days prior to the date Senate is scheduled to meet.

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. David Barnard, Chair
Senate Executive Committee

Terms of Reference:

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

February 14, 2018

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

Professor Mark Gabbert will be the Speaker for the Executive Committee for the March 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. David Barnard, Chair
Senate Executive Committee

Terms of Reference:

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

REPORT OF THE SENATE COMMITTEE ON AWARDS – Part B

Preamble

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

On behalf of Senate, to approve and inform Senate of all new offers and revised offers of awards that meet the published guidelines presented to Senate on November 3, 1999, and as thereafter revised by Senate. Where, in the opinion of the Committee, acceptance is recommended for new offers and revised offers which do not meet the published guidelines or which otherwise appear to be discriminatory under the policy on the *Non-Acceptance of Discriminatory Awards*, such offers shall be submitted to Senate for approval. (Senate, October 7, 2009)

Observations

At its meeting of December 19, 2017, the Senate Committee on Awards reviewed three revised offers that appear to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated April 4, 2017).

Recommendations

The Senate Committee on Awards recommends that Senate and the Board of Governors approve three new offers, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated December 19, 2017).

Respectfully submitted,

Dr. Phil Hultin
Chair, Senate Committee on Awards

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

SENATE COMMITTEE ON AWARDS

Appendix A December 19, 2017

1. AMENDED OFFERS

Indigenous Leader of Tomorrow Entrance Scholarships

The following amendments were made to the terms of reference for the Indigenous Leader of Tomorrow Entrance Scholarships:

- The selection committee paragraph was revised to:

The Indigenous Students Awards Committee will act as the selection committee for this award.

(Attachment I)

Indigenous Master's Excellence Award

The following amendment was made to the Indigenous Master's Excellence Award:

- The minimum grade point average was changed from 3.75 to 3.0, based on the last 60 credit hours (or equivalent) of study.
- The paragraph relating to the structure of the student selection committee has been removed from the terms of reference and will be advertised internally.
- The following paragraph was revised to:

The recipient of the prize will normally be expected to present a seminar in RIOH at a suitable time, in the current award year. The Cell Biology section of RIOH will be responsible for organizing the seminar.

- The selection committee paragraph was revised to:

The Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) will ask the Senior Scientists from RIOH to name the selection committee for this award.

- The standard Board of Governors statement was added.

(Attachment II)

Indigenous Doctoral Excellence Award (IDEA)

The following amendments were made to the Indigenous Doctoral Excellence Award:

- The selection committee paragraph was revised to:

The selection committee will be named by the Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies (or designate) and will include the Vice-Provost (Indigenous Engagement) (or designate).

- The standard Board of Governors statement was updated

(Attachment III)



UNIVERSITY
OF MANITOBA
December 1, 2017

Enrolment Services

Financial Aid & Awards
422 University Centre
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9531
Fax (204) 474-7543
awards@umanitoba.ca

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Pamela Gareau, Awards Establishment Coordinator
420 University Centre
University of Manitoba

RE: Indigenous Leader of Tomorrow Entrance Scholarship

Dear Dr. Hultin,

Financial Aid and Awards supports the amendments to the **Indigenous Leader of Tomorrow Scholarship**.

In the Fall Term of 2017, the University of Manitoba's Indigenous undergraduate student population was 8.3% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

| Year (Fall Term) | Number of Indigenous Students | Total Students | % Indigenous Students |
|------------------|-------------------------------|----------------|-----------------------|
| 2017 | 2,455 | 29,498 | 8.3 |
| 2016 | 2,400 | 29,987 | 8.0 |
| 2015 | 2,180 | 29,929 | 7.3 |
| 2014 | 2,168 | 29,657 | 7.3 |
| 2013 | 2,140 | 29,759 | 7.2 |

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This scholarship will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so; will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Jane Lastra
Director, Financial Aid and Awards
University of Manitoba

¹ Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001, <http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-011-x/2011001/tbl/tbl02-eng.cfm>.



UNIVERSITY
OF MANITOBA

Faculty of Graduate Studies

500 University Centre
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9377
Fax (204) 474-7553

June 9, 2017

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Adrienne Domingo, Awards Establishment Coordinator
422 University Centre
University of Manitoba

RE: Indigenous Master's Excellence Award

Dear Dr. Hultin,

The Faculty Graduate Studies supports the establishment of the **Indigenous Master's Excellence Award**. In the Fall Term of 2016, the self-declared Indigenous graduate student population was 5.6% of graduate enrolment, compared to Manitoba's Indigenous population of 16.7%.¹ The Indigenous student enrolment data for the past five years at the graduate level is provided for context in the table below.

| Year (Fall Term) | Number of Graduate Indigenous Students at the U of M ² | Total Graduate Student Population at the U of M | % Indigenous Students |
|------------------|---|---|-----------------------|
| 2016 | 208 | 3700 | 5.6% |
| 2015 | 183 | 3800 | 4.8% |
| 2014 | 158 | 3719 | 4.2% |
| 2013 | 158 | 3748 | 4.2% |
| 2012 | 147 | 3580 | 4.1% |

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships, and awards for Indigenous students contributes to this commitment. This award will provide the Faculty of Graduate Studies the opportunity to recruit, support, and retain Indigenous students at the University of Manitoba and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Dr. Todd A. Mondor
Acting Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies

¹ Statistics Canada. *Number and distribution of the population reporting an Aboriginal identity and percentage of Aboriginal people in the population, Canada, provinces and territories, 2011*, Catalogue no. 99-011-X2011001 [cited November 18, 2016 on Statistics Canada website: <https://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-011-x/2011001/tbl/tbl02-eng.cfm>].

² The University of Manitoba's Office of Institutional Analysis. Cited December 13, 2016



UNIVERSITY
OF MANITOBA

Office of the Dean
Faculty of Graduate Studies

500 University Centre
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9377
Fax (204) 474-7553

December 1, 2017

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Pamela Gareau,
Awards Establishment/Selection Coordinator
422 University Centre
University of Manitoba

RE: Indigenous Doctoral Excellence Award (IDEA)

Dear Dr. Hultin,

The Faculty of Graduate Studies supports the amendments passed at the December 19, 2017 meeting of SCOA to the Indigenous Doctoral Excellence Award (IDEA). In the Fall Term of 2017, the self-declared Canadian Indigenous graduate student population was 5.8% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. The Indigenous student enrolment data for the past five years in the Faculty of Graduate Studies is provided for context in the table below.

| Year (Fall Term) | Number of Canadian Indigenous Graduate Students at the U of M | Total U of M Graduate Student Population | % Indigenous students |
|------------------|---|--|-----------------------|
| 2017 | 214 | 3,721 | 5.8 |
| 2016 | 208 | 3,700 | 5.6 |
| 2015 | 183 | 3,800 | 4.8 |
| 2014 | 158 | 3,719 | 4.2 |
| 2013 | 158 | 3748 | 4.2 |

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of scholarships, bursaries, and awards for Indigenous students contributes to this commitment. This scholarship will provide the Faculty of Graduate Studies with the opportunity to recruit, recognize and retain Indigenous students at the University of Manitoba, and, in doing so, will also contribute to the success of individual Indigenous students.

Sincerely,

Dr. Todd A. Mondor
Vice-Provost (Graduate Education) and Dean of the Faculty of Graduate Studies

¹ Statistics Canada. *Number and distribution of the population reporting an Aboriginal identity and percentage of Aboriginal people in the population, Canada, provinces and territories, 2011*, Catalogue no. 99-011-X2011001 [cited November 18, 2016 on Statistics Canada website: <https://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-011-x/2011001/tbl/tbl02-eng.cfm>].

REPORT OF THE SENATE COMMITTEE ON AWARDS – Part B

Preamble

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

On behalf of Senate, to approve and inform Senate of all new offers and revised offers of awards that meet the published guidelines presented to Senate on November 3, 1999, and as thereafter revised by Senate. Where, in the opinion of the Committee, acceptance is recommended for new offers and revised offers which do not meet the published guidelines or which otherwise appear to be discriminatory under the policy on the *Non-Acceptance of Discriminatory Awards*, such offers shall be submitted to Senate for approval. (Senate, October 7, 2009)

Observations

At its meeting of January 16, 2018, the Senate Committee on Awards reviewed one new offer that appear to be discriminatory according to the policy on the *Non-Acceptance of Discriminatory Awards*, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated January 16, 2018).

Recommendations

The Senate Committee on Awards recommends that Senate and the Board of Governors approve one new offers, as set out in Appendix A of the *Report of the Senate Committee on Awards - Part B* (dated January 16, 2018).

Respectfully submitted,

Dr. Phil Hultin
Chair, Senate Committee on Awards

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

SENATE COMMITTEE ON AWARDS

Appendix A

January 16, 2018

1. NEW OFFER

Marjorie Blankstein Indigenous Leadership Scholarship

Dr. Marjorie Blankstein, C.M., O.M. has established an endowment fund at the University of Manitoba with an initial gift of \$350,000 in 2016. The purpose of the fund is to recognize and reward Indigenous students who are participating in leadership and/or mentorship programs at the University of Manitoba. Beginning in the 2018-2019 academic year, the available annual income from the fund will be used to offer scholarships with a minimum value of \$5,000 each to students who:

- (1) are Canadian Indigenous (Status, non-Status, Métis, Inuit);
- (2) are enrolled full-time (minimum 60% course load) in any faculty, college, or school at the University of Manitoba;
- (3) have achieved a minimum degree grade point average of 3.0;
- (4) are participating in an Indigenous leadership and/or mentorship program at the University of Manitoba (including, but not limited to: *Indigenous Circle of Empowerment*, *Neechiwaken Indigenous Peer Mentor Program*, *Rec and Read Mentorship Program*, etc.).

Nominations for this award will be invited from students, faculty, and staff of the University of Manitoba. Nominations must be accompanied by a description and explanation of the candidate's leadership and/or mentorship qualities (maximum 250 words).

The Indigenous Students Awards Committee will act as the selection committee for this award.

The selection committee will have the discretion to determine the number and value of the scholarships, based on the available funds.

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.

(Attachment I)



UNIVERSITY
OF MANITOBA
January 8, 2018

Enrolment Services

Financial Aid & Awards
422 University Centre
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9531
Fax (204) 474-7543
awards@umanitoba.ca

Dr. Philip Hultin
Chair, Senate Committee on Awards
c/o Pamela Gareau, Awards Establishment Coordinator
420 University Centre
University of Manitoba

RE: Marjorie Blankstein Indigenous Leadership Scholarship

Dear Dr. Hultin,

Financial Aid and Awards supports the establishment of the **Marjorie Blankstein Indigenous Leadership Scholarship**.

In the Fall Term of 2017, the University of Manitoba's Indigenous undergraduate student population was 8.3% of total enrolment, compared to Manitoba's Indigenous population of 16.7%¹. Indigenous student enrolment data for the past five years at the University of Manitoba is provided for context in the table below.

| Year (Fall Term) | Number of Indigenous Students | Total Students | % Indigenous Students |
|------------------|-------------------------------|----------------|-----------------------|
| 2017 | 2,455 | 29,498 | 8.3 |
| 2016 | 2,400 | 29,987 | 8.0 |
| 2015 | 2,180 | 29,929 | 7.3 |
| 2014 | 2,168 | 29,657 | 7.3 |
| 2013 | 2,140 | 29,759 | 7.2 |

As an institution, our commitment is to increase the number of Indigenous students on our campuses. Increasing the number of bursaries, scholarships and awards for Indigenous students contributes to this commitment. This scholarship will provide the opportunity to recruit, support and retain Indigenous students at the University of Manitoba and, in doing so; will also contribute to the success of individual Indigenous students.

Sincerely,

Ms. Jane Lastra
Director, Financial Aid and Awards
University of Manitoba

¹ Statistics Canada. *Aboriginal Peoples in Canada: First Nations People, Metis and Inuit, National Household Survey, 2011*, Catalogue no. 99-011-X2011001, <http://www12.statcan.gc.ca/nhs-enm/2011/as-sa/99-011-x/2011001/tbl/tbl02-eng.cfm>.



Desautels
FACULTY of MUSIC

65 Dafoe Road
Winnipeg, Manitoba
Canada R3T 2N2
Telephone: (204) 474-9310
Facsimile: (204) 474-7546
music@umanitoba.ca

October 21, 2017

To: Mr. Jeff Leclerc, University Secretary

From: Dr. Edmund Dawe, Dean, Desautels Faculty of Music

Subject: Bachelor of Music (Music Education)

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.

I support the enclosed proposal for a Bachelor of Music (Music Education) degree program to replace the existing Integrated Bachelor of Music/Bachelor of Education Program. This proposal is a restructuring of the Integrated program and addresses its challenges as well as contemporary demands of the music teaching profession reflected in the Government of Manitoba's revised music curriculum.

The current 5-year Integrated program was introduced in 1984. Over the past decade, this program has presented significant challenges with increased degree credits hours due to Government-mandated requirements for a non-music teachable minor, a breadth requirement for early and middle years, as well as aboriginal and indigenous education, special needs and diversity, and recent math requirements. As a result, the Integrated program now has an unreasonable workload and has become a 6-year degree for many students. Consistently, over 50% of our students are taking 6 years to complete all requirements yet, upon graduation, are entering the teaching profession with a classification 5 teaching certification.

Furthermore, the music teaching profession has changed considerably in recent years and music educators must now have a breadth of expertise to meet the realities they often face with teaching multiple grade levels and/or a combination of instrumental (band), choral and possibly guitar within one or multiple schools. Our program must also address recent changes in the Manitoba music curriculum. The proposed new model offers training in the areas of creativity, improvisation, technology, and cultural diversity – all fundamental to the modern music teaching profession, and important pillars of the Government of Manitoba's music curriculum.

In the proposed 4-year Bachelor of Music (Music Education) program, students will complete core Music and Music Education courses, required and elective Music Education courses in their chosen Concentration, a non-music teachable minor, and breadth requirement (early/middle years only). This will be followed by the current 2-year after-degree in Education where music students will join a cohort of future educators in early/middle or senior years' Concentrations. The after-degree will fulfill Government of Manitoba aboriginal and indigenous education, special needs and diversity, and math requirements. Furthermore, the new 4+2 model will ensure that our graduates are fairly compensated for the education they have completed. The result will be a better structured program with both Faculties continuing to work collaboratively to ensure an outstanding student experience, a more reasonable professional classification after graduation, and music educators who are better prepared for the professional demands of the 21st century.

Comments of the Senate Executive Committee:

The Senate Executive Committee endorses the report to Senate.



UNIVERSITY
of MANITOBA

An extensive consultation process was carried out and included: administration and staff in the Faculty of Education; current music students, faculty, and music alumni; the Manitoba Music Educators' Association and its affiliated organizations (Manitoba Band Association; Manitoba Orff Chapter; Manitoba Music Administrators' Association; Manitoba Classroom Guitar Association), and the Manitoba Teachers' Society. There is broad support for a new program.

A motion for the temporary cessation of the current Integrated Program effective September 2018 was approved by the Desautels Faculty of Music and Faculty of Education Faculty Councils, the President, and the Government of Manitoba.

My colleagues and I look forward to the implementation of this new program. Please contact me if you have any questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Ed Dawe". The signature is fluid and cursive, with a large initial "E" and a long, sweeping underline.

Dr. Edmund Dawe, Dean

NEW PROGRAM OF STUDY

Under The Advanced Education Administration Act

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

UM INTERNAL REQUIREMENTS:
**UNIVERSITY
OF MANITOBA**

1. Following unit approval, please submit the complete proposal electronically (.pdf single file) both to the Office Provost & Vice-President (Academic) and, for:
 - Undergraduate Programs: Office of the University Secretary (for Senate submission deadlines visit <http://umanitoba.ca/admin/governance/meetings/index.html>. Please submit a **hard copy** to their office as well.
 - Graduate Programs: Faculty of Graduate Studies (for timelines visit http://umanitoba.ca/faculties/graduate_studies/admin/program_approval_timeline.html.
 - All Programs: as preparation for submission to ALD, please submit a .docx file of the proposal, a .xlsx file of the Financial Support Form and .pdf file of all other supporting documents (letters of support, external reviews, etc.). Please date stamp these files for ease of tracking should any changes result from the Senate approval process and submit directly to the Provost's Office.
2. Along with the information requested below, please **append** details on the following:
 - a) ALD Financial Support Form [*available through the Office of the Provost & Vice-President (Academic)*]
 - b) Admission and/or transfer criteria for the proposed program.
 - c) Course details for required coursework, including title, course number, credit hours and calendar description. Highlight any proposed new courses and attach:
 - Undergraduate Programs: for SCCCC Program and Course Change forms, as applicable, visit <http://umanitoba.ca/admin/governance/forms/index.html>
 - Graduate Programs: for course change forms visit http://umanitoba.ca/faculties/graduate_studies/admin/course_changes.html
 - d) Any new academic regulations for the program that are not currently addressed in existing faculty/college/school requirements.
 - e) Letters of support from internal units that may be impacted by the proposed new program and any external letters of support as outlined below.
 - f) Library statement of support.
 - g) Where applicable, a transition plan for current students entering the new program.
3. Please direct questions to Cassandra Davidson, Program Analyst at Cassandra.Davidson@umanitoba.ca in the Office of the Provost and Vice-President (Academic).

SECTION A – PROPOSAL DETAILS

Institution: **UNIVERSITY OF MANITOBA**

Applicable faculties/department with responsibility for the program: **Desautels Faculty of Music**

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

Program name: **Bachelor of Music**

Major: **Music Education**

Concentrations: **Early/Middle Years
Senior Years Choral
Senior Years Instrument
Guitar/Strings**

Credential awarded: **Bachelor of Music (Music Education)**

Funding request: **None**

Office Use Only

One-time funding: _____

On-going funding: _____

Proposed start date: **September 2018**

List any critical issues that may impact the start date of the program: **None**

UM INTERNAL REQUIREMENT: Name of Person(s) responsible for the Program internally (please include contact information):

**Dr. Edmund Dawe, Dean
Desautels Faculty of Music
Room: T307 Taché Arts Complex
University of Manitoba
136 Dafoe Road
Winnipeg MB R3T 2N2**

Edmund.Dawe@umanitoba.ca

Tel: 204-474-9465

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

The proposed new program will replace the current 5-year Integrated Bachelor of Music/Bachelor of Education degree which has been temporarily suspended effective September 2018. The Integrated program was established in 1984 and, over time, the degree requirements have increased to the point where it is no longer a reasonable expectation for students to complete the program in 5 years. Consistently, over 50% of our Integrated students are taking an additional year to complete the degree. Students graduate with a classification 5 teaching certificate when they have completed the equivalent of 6 years of post-secondary study. Furthermore, the current model does not address recent changes in the Manitoba music curriculum stemming from contemporary demands facing music educators with respect to technology, creativity and diversity in the classroom. Application for closure of the current Integrated program will be made pending approval of this new program.

The new Bachelor of Music (Music Education) will enable students to complete core Music and Music Education courses for the various concentrations, the Government-mandated teachable minor, and breadth (Early/Middle years only) requirements in the 4-year program. This will be followed by the current 2-year after-degree in Education.

To meet both longstanding professional demands for public school music educators and changes reflected in the new provincial curriculum, students will also be required to complete one of four possible Concentrations in the new model: Early/Middle Years; Senior Years Instrumental; Senior Years Choral; Guitar/Strings.

The proposed Bachelor of Music (Music Education) program will include a first-year core common to all Bachelor of Music students comprised of core Music courses and courses that fulfill the University of Manitoba's Math and Written requirements. While the majority of Music Education courses in the new model already exist in the Desautels Faculty of Music, three new courses will be required in all Concentrations:

MUSC 2100 Introduction to Music Teaching and Learning Cr.Hrs. 3: This course provides an introduction to philosophical, sociological, and psychological perspectives relevant to music teaching and learning, including reflective practice, development of music teacher identity, and critical analysis of pedagogical principles. This course includes fieldtrips.

MUSC 3102 Composition, Technology, and Improvisation for Music Educators Cr.Hrs. 3: This course explores the development of musical creativity through active participation in composition, improvisation, and informal music learning. Students will engage with a variety of activities, strategies and tools appropriate for numerous music education contexts.

MUSC 4896 Cultural Perspectives for Music Educators Cr.Hrs. 3: A study of non-Western musical practices and approaches to learning music, and implications for music teaching. This course is intended to prepare students for the diversity of the 21st century music classroom and studio.

The following new courses will be available as electives in Concentrations as specified below:

Electives in Early/Middle Years and Senior Years Choral Concentrations:

MUSC 3106 Orff Schulwerk 1 Cr.Hrs. 3: The philosophy, techniques and materials in Orff-Schulwerk, including practical activities in the areas of Basic Orff, creative movement, recorder, aural skills, choral techniques, and a laboratory component.

MUSC 3108 Kodály Music Education Cr.Hrs. 3: An introduction to contemporary Kodály-inspired pedagogy for preschool and early-years contexts. In addition to exploring philosophy, practice, and materials for music teaching and learning, course participants will have opportunities to develop their personal vocal, musicianship, and conducting skills.

Elective in Guitar/Strings Concentration:

MUSC 4894 Advanced Guitar Techniques Cr.Hrs. 3: This course offers experiences in and an exploration of informal music pedagogy which is one of the main ways people learn music. Traditionally, this is not addressed within a Music degree. This course also offers the opportunity to address the growth in public school guitar programs by giving Bachelor of Music (Music Education) students an option to broaden their experiences with guitar pedagogy.

Concentrations:

The **Early/Middle Years Concentration** provides both specialized training for early/middle years' teachers plus sufficient breadth to prepare Bachelor of Music (Music Education) graduates for positions that might involve teaching in multiple schools or in a rural school with a wider grade span.

The **Senior Years Instrumental Concentration** prepares graduates with specialized training to serve longstanding band programs throughout the province. A conducting course and a full range of instrumental techniques courses prepare graduates to effectively teach in all areas of a school band program.

The **Senior Years Choral Concentration** offers specialized training in conducting, choral and vocal techniques, and choral repertoire for graduates who will work in schools with choral programs. Furthermore, elective room in the program will enable students to take other courses that provide sufficient breadth of instrumental or early years training to enable graduates to teach in multiple schools or a school with a wider grade span.

The **Guitar/Strings Concentration** addresses the need to train future music educators to meet the demands of growing guitar programs in public schools. This Concentration offers specialized training and significant breadth in Music electives to prepare graduates for a wide range of career possibilities in general music and guitar programs.

B-2 Length of Program: *(Define the length of the proposed program using measures appropriate to the schedule and delivery format. This will include total course credits and weeks/months, and, where relevant, hours and semesters of instruction)*

4 years (8 semesters)

Total credit hours: 132

B-3 Intended outcomes of the program:

B-3.1 Describe how this program serves and advances the academic, cultural, social and economic needs and interests of students and the province:

Manitoba is respected nationally for its public school music programs. The proposed new Bachelor of Music (Music Education) degree program maintains the longstanding training that has helped foster excellence in the provincial public school system. Our graduates will continue to acquire these specialized music education skills, the required non-music teachable minor (all Concentrations) and breadth (Early/Middle Years only). However, to address modern academic, cultural and social needs of the province, the curriculum of the new model is expanded to include training in the areas of technology and creativity, and cultural diversity. Our graduates will further strengthen the public school education system with a breadth of training that includes these important contemporary issues.

B-3.2 Describe the existing and anticipated post-secondary learning needs of students in Manitoba that this program addresses and responds to:

Universities are faced with the challenge of balancing the old with the new. Post-secondary programs for training music educators have been tested and proven to be effective for many decades. However, given the rapid expansion of technology in recent years, the emphasis on individual creativity and a more holistic approach to the study of music, and the reality of growing cultural diversity in our communities, our students now require greater breadth in their education to prepare them as future music educators. The new Bachelor of Music (Music Education) provides a better balance and breadth of training that will more effectively address the post-secondary learning needs of students in Manitoba.

B-4 Mode of Delivery

B-4.1 Provide the total program length through one of the following measures:

132 Total credit hours

Total contact hours

Total courses

B-4.2 What proportion of the total program length (as indicated above) can be completed through the two following modes of delivery? *(Note that one or both selections can be offered up to the total program length.)*

Currently 100% in-person, online options may be incorporated in the future.

Online

B-5 Provide an overview of the suggested progression of courses on a year-by-year basis for the program from start to maturity. *(Course level detail is not necessary, however, please include credit hours/contact hours, proportion of upper level courses, clinical placements or practicums, or subject area requirements where applicable).*

Students will be admitted to the program under existing academic regulations. There is a common first year, three new required Music Education courses, and the option of one of four Concentrations. The four-year model will enable all students to complete the Government of Manitoba's mandated teachable minor, and breadth (Early/Middle Years only) requirements prior to the 2-year after-degree in Education.

Please see Appendix c) for progression of courses on a year-by-year basis (first-year core program and second-, third-, and fourth-year requirements for all Concentrations)

UM INTERNAL REQUIREMENT: please complete the chart below to provide an overview of suggested progression through the program (indicate pre-requisites and related credit hours). Outline options for specializations within this program [minor(s) and/or concentration(s)].

| 2018-19 | 2019-20 | 2020-21 | 2021-22 |
|---|---|--|--|
| <p>Year 1 is a common Core program in all Concentrations:</p> <p>Early/Middle Years Senior Years Instrumental Senior Years Choral Guitar/Strings</p> <p>As part of the common Core program in Year 1, all students must complete University of Manitoba English (W) and Mathematics (M) requirements. The W and M requirements may also be used to fulfill the teachable minor (all Concentrations) and breath requirements (Early/Middle Years only). Total: 32 cr.</p> | <p>Early/Middle Years Core: 20 cr. Concentration: 6 cr. Breadth: 3 cr. Elective: 6 cr. Total: 35 cr.</p> <hr/> <p>Senior Years Instrumental Core: 20 cr. Concentration: 6 cr. Teachable Minor: 3 cr. Elective: 6 cr. Total: 35 cr.</p> <hr/> <p>Senior Years Choral Core: 20 cr. Concentration: 6 cr. Teachable Minor: 3 cr. Elective: 6 cr. Total: 35 cr.</p> <hr/> <p>Guitar/Strings Core: 20 cr. Concentration: 6 cr. Teachable Minor: 3 cr. Elective: 6 cr. Total: 35 cr.</p> | <p>Early/Middle Years Core: 10 cr. Concentration: 12 cr. Teachable Minor: 6 cr. Breadth: 6 cr. Total: 34 cr.</p> <hr/> <p>Senior Years Instrumental Core: 10 cr. Concentration: 12 cr. Teachable Minor: 9 cr. Elective: 3 cr. Total: 34 cr.</p> <hr/> <p>Senior Years Choral Core: 10 cr. Concentration: 12 cr. Teachable Minor: 9-12 cr.* Elective: 0-3 cr. Total: 34 cr.</p> <hr/> <p>Guitar/Strings Core: 10 cr. Concentration: 12 cr. Teachable Minor: 9 cr. Elective: 3 cr. Total: 34 cr.</p> | <p>Early/Middle Years Core: 7-10 cr. Concentration: 9 cr. Teachable Minor: 3-6 cr.* Breadth: 9 cr. Elective: 0-3 cr.* Total: 31 cr.</p> <hr/> <p>Senior Years Instrumental Core: 7-10 cr. Concentration: 12 cr. Teachable Minor: 3-6 cr.* Elective: 3-6 cr. Total: 31 cr.</p> <hr/> <p>Senior Years Choral Core: 7-10 cr. Concentration: 12 cr. Teachable Minor: 3 cr. Elective: 6-9 cr. Total: 31 cr.</p> <hr/> <p>Guitar/Strings Core: 7-10 cr. Concentration: 9-12 cr. Teachable Minor: 3-6 cr.* Elective: 3-9 cr. Total: 31 cr.</p> |
| TOTAL CR. HRS: 32 | TOTAL CR. HRS: 35 | TOTAL CR. HRS: 34 | TOTAL CR. HRS: 31 |

*Teachable minor requirements vary in years 3 and 4 of the program depending on whether or not the student is using the University or Manitoba English (W) or Mathematics (M) requirement to fulfill the teachable minor. If the student chooses (W) or (M) as a teachable minor, this also creates more Elective room in Years 3 and 4.

B-6 Will the program be available for part-time study?

YES.

B-7 Indicate if this program will have a cooperative education, work placement, internship or practicum component and provide any relevant details:

No

B-8 Intake Information

B-8.1 Projected enrolment for the first intake: 12

B-8.2 Maximum seat capacity (*Defined as first-year enrolment capacity*):15

B-8.3 Anticipated date of maturity: 2022 (Year 4)

The program could handle a maximum capacity of 15. Based on enrolment trends for the current Integrated Program, 12 students per year would be a reasonable expectation for planning and budgeting.

UM INTERNAL REQUIREMENT: please indicate the projected enrolment and graduates for the first 5 years of the program.

| | 2018-19 | 2019-20 | 2020-21 | 2021-22 | 2022-23 |
|------------|---------|---------|---------|---------|---------|
| Enrolments | 12 | 24 | 36 | 48 | 48 |
| Graduates | | | 12* | 12 | 12 |

* Students who completed the required first-year core in 2017-18 (all current Bachelor of Music core courses) would enter year 2 of the curriculum in 2018-19 and graduate in May 2021.

SECTION C – INFORMATION REGARDING PROGRAM DEVELOPMENT PHASE

C-1 Describe how this new program aligns with the strategic plans of your institution:

This new program is strongly linked to the strategic priorities of the University of Manitoba and directly impacts four pillars:

Inspiring Minds: Create exceptional learning opportunities for students enhanced through new technological resources.

A new required course, MUSC 3102 Composition, Technology and Improvisation for Music Educators, provides students in all Concentrations with training in the use of new technologies to enhance creativity in the classroom – one of the core areas of the Manitoba music curriculum. New state-of-the-art facilities for the Desautels Faculty of Music opened in September 2017, and provide exceptional rehearsal, teaching, multimedia, and recording facilities to greatly enhance course content and delivery with new technological resources.

Creating Pathways: Recognize cultural diversity in our province. The new program incorporates cultural content for all future music educators and includes a new required course, MUSC 4896 Cultural Perspectives in Music Teaching and Learning. This course is being introduced in response to the diversity of music learners in the Manitoba school system and society at large. It provides an opportunity to introduce music educators to the music of non-Western cultural groups.

Building Community: Make the University of Manitoba the institution of first choice for potential students, staff and faculty. The combined breadth and specialized offerings of the proposed new program with the added core music education courses to address contemporary realities in the field, the new Bachelor of Music (Music Education) degree will be unique to this region and will help the Desautels Faculty of Music become a primary destination for students.

Forging Connections: Establish, strengthen and support meaningful connections between the University and the wider community and key stakeholders. The new program will strengthen connections to the wider education and music education communities, and better prepare our students for success after graduation. The Desautels Faculty of Music will continue to develop partnerships that will enhance our students' educational opportunities.

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

The program model was developed and unanimously approved by the Desautels Faculty of Music's Music Education Committee. Subsequently, it was unanimously approved by the Faculty's Curriculum Committee. Finally, it was reviewed and approved by Faculty Council. The models with the yearly course requirements for the Bachelor of Music (Music Education) Concentrations were approved at the September 9th Faculty Council meeting. The complete package with all required documentation was approved by Faculty Council on October 18th, 2017.

UM INTERNAL REQUIREMENTS: Please note date(s) of Faculty/College/School Approval. Approval dates through the governing bodies will be inserted by the Provost's Office prior to submission to government.

UM Undergraduate Programs:

| <u>Decision-Making Body</u> | <u>Date of Approval</u> |
|--------------------------------|-------------------------|
| Faculty/College/School | October 18, 2017 |
| SCCCC | _____ |
| SPPC | _____ |
| SCADM (<i>if applicable</i>) | _____ |
| SCIE (<i>if applicable</i>) | _____ |
| Senate Executive | _____ |
| Senate | _____ |
| Board of Governors | _____ |

UM Graduate Programs:

| <u>Decision-Making Body</u> | <u>Date of Approval</u> |
|-----------------------------------|-------------------------|
| APC (<i>preliminary review</i>) | _____ |
| External Review | _____ |
| APC | _____ |
| FGS Executive | _____ |
| FGS Faculty Council | _____ |
| SPPC | _____ |
| Senate Executive | _____ |
| Senate | _____ |
| Board of Governors | _____ |

C-3 Responsibility to consult

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

N/A

c-3.2 What agencies, groups, or institutions have been consulted regarding the development of this program?
 University of Manitoba Faculty of Education; Faculty of Music Students' Association; Manitoba Music Educators' Association; Manitoba Band Association; Manitoba Orff Chapter; Manitoba Classical Guitar Association; Association of Music Administrators of Manitoba; Manitoba Teachers' Society; Manitoba School Boards Association.

c-3.3 How have students and faculty been informed of the intent to establish this program?
 Student and faculty were informed through information sessions. The Committees that approved the proposed model included student representatives, and these Committees were comprised of a diverse group of faculty representing all areas of the Desautels Faculty of Music.

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

While Brandon University offers a Bachelor of Music (Specialist in Music Education) program, ours is distinct in several areas:

1. Brandon's Bachelor of Music (Specialist in Music Education) is a 141 credit hour program. Our proposed Bachelor of Music (Music Education) is 132 credit hours.
2. Students get significant training in their Concentration in our proposal:
 - Students in the Senior Years Instrumental Concentration complete 5 Techniques courses (Brass, Woodwinds, Percussion, Band/Orchestral Techniques 1 and 2), and Conducting.
 - Students in the Senior Years Choral Concentration complete courses in Vocal Techniques, Conducting, Choral Techniques 1 and 2, and Choral Repertoire.
 - Students in the Early/Middle Years Concentration complete two courses on Early Years pedagogy, Conducting and Orff or Kodaly pedagogy.
 - A new Concentration in Guitar/Strings will provide an option that addresses the growth in guitar programs throughout the province and nationally.
3. We have developed specific course work in response to the new Manitoba Music Curriculum.
 - MUSC 3102 Composition, Technology and Improvisation for Music Educators
 - MUSC 4896 Cultural Perspectives for Music Educators
4. We offer electives and breadth that would potentially prepare graduates to teach music in more than one context if needed in a specific community.
5. Students may participate in an education-focused second ensemble (EduLab) to further develop their musicianship and pedagogical thinking.

C-4.1 Describe any specific ladder, articulation and/or credit transfer options for students that are anticipated in this program in Manitoba.

N/A

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

Western University (London, ON). Western's program is a 132 credit hour degree but students do not receive credit for their participation in university music ensembles (choirs, bands, orchestra, etc.). In our model, students receive 2 academic credits for each music ensemble.

The features stated above in C – 4 will make ours distinct in western Canada.

C-5.1 Describe any specific laddering, articulation and/or credit transfer options for students that are anticipated in this program in Canada.

N/A

C-6 Describe the current and projected labour market demands in Manitoba for graduates of this Program:

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

The following data has been provided by Association of Music Administrators of Manitoba. There are currently 650 music educators in Manitoba. Many teachers teach in more than one music discipline, so the numbers/percentage below will be greater than 650/100%.

57% teach some or all of their workload in Early Years

41% teach some or all of their workload in Senior Years Instrumental Music

23% teach some or all of their workload in Middle Years or Senior Years Choral

11% teach some or all of their workload in Guitar

The average career expectancy for music educators is 25 years. The province would need approximately 26 new music educators to come on stream each year to maintain current levels. The proposed Bachelor of Music (Music Education) program will graduate approximately 12 students per year. Typically, the University of Manitoba and Brandon University graduate 15-24 music educators each year.

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

N/A

SECTION D – REQUIRED RESOURCES AND FINANCIAL IMPLICATIONS

D-1 If one-time or pilot funding are being requested to support this new program of study, please identify the amount of funding being requested:

N/A

D-2 If ongoing funding being requested to support this new program of study, please identify the amount of funding being requested:

N/A

D-3 If new funding is not being requested, how will the program be funded?

This is a restructuring of an existing program. The program will be funded through the unit's tuition and course fee revenue as well as internal allocation of faculty monies.

D-4 List any external sources of funding that will be used to support the implementation or delivery of this new program (*anticipated length of time for each agreement.*)

N/A

D-5 What are the resource implications to the institution (budget, IT, library, laboratory, computer, space, practicum liability insurance, student services, etc) in delivering this new program of study?

What is proposed here is a new degree model to replace a longstanding one with no significant changes in enrolment anticipated. There will be budget implications with respect to hiring sessional instructors to teach 5 of the 6 new 3-credit hour courses. There are no additional implications in the areas of IT, library, computer, or space. A new position in the unit, a Student Advising Assistant, will be filled in the fall of 2017, providing additional resources in the area of student services.

D-6 Please describe new and existing staffing resources needed to provide this new program of study. *Include reallocation of existing faculty, hiring of new faculty, administrative and support services and any other considerations.*

One new course, MUSC 2100 Introduction to Music Teaching and Learning, will be taught by an existing full-time faculty member. Additional sessional instructors will be required to teach the other **new courses** listed below. All other courses in the list are taught by sessional instructors in the current Integrated program, and this practice will continue.

MUSC 3102 Composition, Technology and Improvisation for Music Educators

MUSC 3106 Orff-Schulwerk

MUSC 3108 Kodály Music Education

MUSC 3690 Percussion Techniques

MUSC 3780 Woodwind Techniques

MUSC 3790 Brass Techniques

MUSC 3800 String Techniques

MUSC 3884 Introduction to Jazz for Music Educators

MUSC 3894 Guitar Techniques

MUSC 4154 Choral Repertoire

MUSC 4894 Advanced Guitar Techniques

MUSC 4896 Cultural Perspectives for Music Educators

As stated above, a new support staff position, a Student Advising Assistant, will be filled in the fall of 2017 and will increase academic support services to all students in the Faculty.

D-7 Provide a program implementation plan for the new program of study by academic year (start to maturity) that includes any elements to be phased in (e.g., new faculty hires, distribution of existing faculty and support staff) from launch to maturity:

The majority of courses required in the proposed new program are taught yearly or in rotation in the current Integrated program. This practice will continue. This significantly facilitates the implementation plan of the new program.

Year 1 (2018-19): Implementation of program. Core program required of all students.

If necessary to facilitate the transition process for students who have completed the core program required of all Bachelor of Music students in 2017-18, and plan to enter the proposed Bachelor of Music (Music Education) program in 2018-19: a current full-time faculty member can teach the only new second-year course required in all Concentrations of the proposed program: MUSC 2100 Introduction to Music Teaching and Learning.

Year 2 (2019-20): If needed for the transition process, a sessional instructor will be hired to teach the new third-year course required in all Concentrations: MUSC 3102 Composition, Technology and Improvisation for Music Educators. Sessional instructors will be hired to teach two Summer Session 2020 electives for the Early/Middle Years Concentration: MUSC 3106 Orff Schulwerk 1, and MUSC 3108 Kodály Music Education.

Year 3 (2020-21): If needed for the transition process, a sessional instructor will be hired to teach the new course required in all Concentrations: MUSC 4896 Cultural Perspectives for Music Educators.

Year 4 (2021-22): The new degree model will be fully operational.

D-8 Please describe the effect of this new program on existing capital infrastructure and equipment:

No additional facilities are required as new state-of-the-art facilities opened in September 2017. These include: large acoustically-designed rehearsal/teaching spaces for concert band, wind ensemble, jazz orchestra, symphony orchestra, choirs, opera, and musical theatre. All large rehearsal rooms have 16-track recording capabilities. The facilities also include a recording studio with an isolation booth, an electro-acoustic composition studio, and a multimedia lab. With the most modern post-secondary music facilities in Canada, the Desautels Faculty of Music will be positioned to offer outstanding training opportunities for future music educators.

In terms of equipment, there will be annual costs associated with purchasing or renting musical instruments for the specialized instrumental Techniques courses. These costs will be covered through student course-related fees. The new program would also require a one-time purchase of musical instruments (\$55,000) for Techniques courses. These instruments are not available through manufacturer or retail rental programs, and will be purchased out of the unit's operating budget.

| | |
|--|----------|
| 5 Yamaha student model oboes @ \$2400 each | \$12,000 |
| 5 Fox Renard bassoons @ \$7500 each | \$37,500 |
| Remo World Music Drumming Drum Pack | \$ 5,400 |
| Total: | \$54,900 |

D-9 If capital funding is being requested to support additional specialized program materials such as infrastructure or equipment required to provide this new program of study, please provide a detailed description of the use of this capital:

N/A

SECTION E– TUITION

E-1 What are the proposed tuition fees?

Canadian/Permanent Residents: \$127 per credit hour for music courses, and comparable fee per credit hour for non-music courses for an annual tuition of approximately \$4100.00.

International Students are assessed at \$495 per credit hour. Note: we have not had an international student in the existing program and international tuition revenue is not included in planning assumptions.

E-2 Please provide a rationale for the tuition fee proposed. *(For example, are these tuition fees comparable to tuition for existing programs within the academic unit or to tuition for similar programs offered at other institutions?)*

These tuition fees are comparable to tuition for existing undergraduate programs in the academic unit.

E-3 What course-related fees would apply to a student in this program?

Existing fees that would apply to all students in the proposed program:

2018-19: \$114.10

Major Practical Study Fee (MUSC 1400): \$55.00

Musicianship Lab Fees (MUSC 1384 and 1394 @ \$29.55/course) \$59.10

2019-20: \$114.10

Major Practical Study Fee (MUSC 2400): \$55.00

Musicianship Lab Fees (MUSC 2384, 2394 @ \$29.55/course): \$59.10

2020-21: \$55.00

Major Practical Study Fee (MUSC 3470): \$55.00

2021-22: \$55.00

Major Practical Study Fee (MUSC 4160 or 4470 – only one course required): \$55.00

Existing course-related fees apply to the following courses. These courses are required in some Concentrations in the proposed new program or may be used as electives in other Concentrations. These courses are also open to all Bachelor of Music students.

Percussion Techniques (MUSC 3690): \$26.90

Woodwind Techniques (MUSC 3780): \$64.59

Choral Techniques 1 and 2 fees (MUSC 4750, 4760): \$21.52 per course.

All fees listed above may be increased in the future.

New Course-Related Fees:

We are proposing a new \$100 course-related fee for each of the following 3000-level instrumental Techniques courses:

2021-22:

| | |
|------------------|---------------------|
| MUSC 3780 (3 cr) | Woodwind Techniques |
| MUSC 3790 (3 cr) | Brass Techniques |
| MUSC 3800 (3 cr) | String Techniques |
| MUSC 3894 (3 cr) | Guitar Techniques |

A new \$100 course-related fee for the following 4000-level instrumental Techniques course:

2021-22:

| | |
|------------------|----------------------------|
| MUSC 4894 (3 cr) | Advanced Guitar Techniques |
|------------------|----------------------------|

E-4 Please provide a rationale for the course-related fee(s) proposed. (For example, are these fees comparable to fees for existing programs within the academic unit or for similar programs offered at other institutions?)

The existing Major Practical Study and Musicianship Lab fees are the current course-related fees for all Bachelor of Music students. These courses will also apply to all students in the proposed Bachelor of Music (Music Education) program.

The specialized instrumental Techniques courses listed in E-3 above are required in the Senior Years Instrumental or Guitar/Strings Concentrations. These courses may also be used as electives by students in other Concentrations in the proposed program, or students in other Bachelor of Music programs. These courses require the rental and maintenance of some musical instruments and the maintenance of the Faculty's inventory of instruments. The annual instrument rental/maintenance cost is approximately \$1000 per course. With a registration of approximately 10 students per course per year and a course-related fee of \$100, these fees would generate sufficient revenues to cover the rental/maintenance costs.

E-5 Please describe any specific supports to encourage affordability and accessibility to the program:

The Desautels has a generous endowment to support renewable and one-time scholarships and awards for students in the proposed program.

SECTION F – SIGNATURES

(A second signature section is provided for joint programs only)

SUBMITTED BY:

President:

Name:

Signature:

Date:

Vice-President/Academic:

Name:

Signature:

Date:

For use by joint programs only:

President:

Name:

Signature:

Date:

Vice-President/Academic:

Name:

Signature:

Date:

SUBMIT COMPLETED FORM

PROVOST'S OFFICE ONLY: Once completed and signed, please submit this application form to the Advanced Learning Division at ald@gov.mb.ca with the following attachments (*double-click to engage check box*):

- | | |
|--------------------------|---|
| <input type="checkbox"/> | Cover letter |
| <input type="checkbox"/> | Advanced Learning Division Financial Form |
| <input type="checkbox"/> | Any supporting documentation (<i>reviews, letters of support, etc.</i>) |

If you have any questions or require further information, please contact:

Advanced Learning Division
Manitoba Education and Advanced Learning
608-330 Portage Avenue Winnipeg MB R3C 0C4
(204) 945-1833
ald@gov.mb.ca

Bachelor of Music (Music Education)

Appendix a)

Advanced Learning Division (ALD) Program Proposal Financial Form
(Manitoba Advanced Learning and Education)

SPPC New Program Approval - Financial Forms

Manitoba

Education and Advanced Learning

ADVANCED LEARNING DIVISION Program Proposal Financial Form

Form Instructions:

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

| Overview | | | | | | | | | | |
|-----------------------------|---|--|--|--|--|--|--|--|--|--|
| Institution: | University of Manitoba | | | | | | | | | |
| Program Name: | Bachelor of Music - Music Education | | | | | | | | | |
| Contact Information: | Dr. Edmund Dawe, Dean, Desautels Faculty of Music, University of Manitoba | | | | | | | | | |
| Date: | November 30-2017 | | | | | | | | | |

| | Current Fiscal Year | Fiscal Year 1 | Increment | Fiscal Year 2 | Increment | Fiscal Year 3 | Increment | Fiscal Year 4 | Increment | Ongoing Program Funding |
|---|----------------------------|---------------|--------------------------------------|---------------|--------------------------------|---------------|--------------------------------|---------------|--------------------------------|-------------------------|
| | (Enter 0's if new program) | Budget Yr. 1 | (change from current year to year 1) | Budget Yr. 2 | (change from year 1 to year 2) | Budget Yr. 3 | (change from year 2 to year 3) | Budget Yr. 4 | (change from year 3 to year 4) | |
| REVENUE INFORMATION | | | | | | | | | | |
| Contribution from Institution | | \$ 9,661 | \$ 9,661 | \$ 20,228 | \$ 10,567 | \$ 30,492 | \$ 10,265 | \$ 39,851 | \$ 9,359 | \$ 39,851 |
| Tuition | | \$ 48,768 | \$ 48,768 | \$ 108,745 | \$ 59,977 | \$ 174,584 | \$ 65,839 | \$ 243,001 | \$ 68,416 | \$ 243,001 |
| Student Fees | | \$ 1,368 | \$ 1,368 | \$ 2,736 | \$ 1,368 | \$ 6,836 | \$ 4,100 | \$ 8,766 | \$ 1,930 | \$ 8,766 |
| Other | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Contribution from Unit (Existing Resources) | | \$ 39,312 | \$ 39,312 | \$ 44,957 | \$ 5,645 | \$ 181,308 | \$ 136,351 | \$ 309,652 | \$ 128,343 | \$ 309,652 |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| Total Revenue (A) | \$ - | \$ 99,109 | \$ 99,109 | \$ 176,666 | \$ 77,557 | \$ 393,221 | \$ 216,555 | \$ 601,270 | \$ 208,049 | \$ 601,270 |

| | |
|-----------------------------|---|
| Institution: | University of Manitoba |
| Program Name: | Bachelor of Music - Music Education |
| Contact Information: | Dr. Edmund Dawe, Dean, Desautels Faculty of Music, University of Manitoba |
| Date: | November 30-2017 |

| | Current Fiscal Year | Fiscal Year 1 | Increment | Fiscal Year 2 | Increment | Fiscal Year 3 | Increment | Fiscal Year 4 | Increment | Ongoing Program Funding |
|---|----------------------------|---------------|--------------------------------------|---------------|--------------------------------|---------------|--------------------------------|---------------|--------------------------------|-------------------------|
| | (Enter 0's if new program) | Budget Yr. 1 | (change from current year to year 1) | Budget Yr. 2 | (change from year 1 to year 2) | Budget Yr. 3 | (change from year 2 to year 3) | Budget Yr. 4 | (change from year 3 to year 4) | |
| EXPENDITURE INFORMATION | | | | | | | | | | |
| New Academic Salaries - Direct | | \$ - | \$ - | \$ 7,200 | \$ 7,200 | \$ 18,000 | \$ 10,800 | \$ 25,200 | \$ 7,200 | \$ 25,200 |
| Existing Academic Salaries - Direct | | \$ 22,579 | \$ 22,579 | \$ 23,369 | \$ 790 | \$ 24,187 | \$ 818 | \$ 25,034 | \$ 847 | \$ 25,034 |
| Reallocated Academic Salaries - Direct | | \$ 39,936 | \$ 39,936 | \$ 82,668 | \$ 42,732 | \$ 249,779 | \$ 167,111 | \$ 431,481 | \$ 181,702 | \$ 431,481 |
| New Professional/Support Salaries - Direct | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Existing Professional/Support Salaries - Direct | | \$ 14,746 | \$ 14,746 | \$ 15,262 | \$ 516 | \$ 15,796 | \$ 534 | \$ 16,349 | \$ 553 | \$ 16,349 |
| Operating Expenses | | \$ 6,600 | \$ 6,600 | \$ 6,600 | \$ - | \$ 6,600 | \$ - | \$ 6,600 | \$ - | \$ 6,600 |
| Student Support | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Indirect Salary Expenses | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Administrative Overhead | | \$ 15,248 | \$ 15,248 | \$ 33,767 | \$ 18,519 | \$ 53,860 | \$ 20,092 | \$ 74,506 | \$ 20,647 | \$ 74,506 |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| Total Expenditures (B) | \$ - | \$ 99,109 | \$ 99,109 | \$ 168,866 | \$ 69,757 | \$ 368,222 | \$ 199,356 | \$ 579,170 | \$ 210,948 | \$ 579,170 |

| | | | | | | | | | | |
|--|---|----------------------|--------------------------------------|----------------------|--------------------------------|----------------------|--------------------------------|----------------------|--------------------------------|--------------------------------|
| Institution: | University of Manitoba | | | | | | | | | |
| Program Name: | Bachelor of Music - Music Education | | | | | | | | | |
| Contact Information: | Dr. Edmund Dawe, Dean, Desautels Faculty of Music, University of Manitoba | | | | | | | | | |
| Date: | November 30-2017 | | | | | | | | | |
| | Current Fiscal Year | Fiscal Year 1 | Increment | Fiscal Year 2 | Increment | Fiscal Year 3 | Increment | Fiscal Year 4 | Increment | Ongoing Program Funding |
| | (Enter 0's if new program) | Budget Yr. 1 | (change from current year to year 1) | Budget Yr. 2 | (change from year 1 to year 2) | Budget Yr. 3 | (change from year 2 to year 3) | Budget Yr. 4 | (change from year 3 to year 4) | |
| CAPITAL INFORMATION | | | | | | | | | | |
| Major Equipment | | \$ - | \$ - | \$ 7,800 | \$ 7,800 | \$ 25,000 | \$ 17,200 | \$ 22,100 | \$ (2,900) | \$ 22,100 |
| Vehicles | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Renovations | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Furniture | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| | | | \$ - | | \$ - | | \$ - | | \$ - | \$ - |
| Total Capital (C) | \$ - | \$ - | \$ - | \$ 7,800 | \$ 7,800 | \$ 25,000 | \$ 17,200 | \$ 22,100 | \$ (2,900) | \$ 22,100 |
| | | | | | | | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Revenue less Expenditures and Capital (A-(B+C)) | \$ - | \$ 0 | \$ 0 | \$ 0 | \$ (0) | \$ (0) | \$ (0) | \$ 0 | \$ 0 | \$ 0 |
| Funding Request | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

SENATE PLANNING AND PRIORITY COMMITTEE (SPPC)

New Program Approval - Financial Form

FACULTY / SCHOOL Faculty of Music

PROGRAM Bachelor of Music(Music Education)

| 1. STAFFING REQUIREMENTS (FTE) | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|---|-------------|-------------|-------------|-------------|-------------|
| New Academic Positions (FTE) (Appendix A) | | 1.00 | 3.00 | 4.00 | 4.00 |
| Reallocated Academic Positions (FTE) (Appendix A) | 0.50 | 0.80 | 2.50 | 4.15 | 4.15 |
| Existing Academic Positions (FTE) (Appendix A) | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 |
| New Professional/Support Positions (FTE) (Appendix A) | | | | | |
| Existing Professional/Support Positions (Appendix A) | 0.20 | 0.20 | 0.20 | 0.20 | 0.20 |
| New Indirect Staff (FTE) (Appendix A) | | | | | |
| Existing Indirect Staff (FTE) (Appendix A) | | | | | |
| Subtotal Staffing Requirements (FTE) | 0.90 | 2.20 | 5.90 | 8.55 | 8.55 |

2. PROGRAM COSTS

Direct Program Costs

| | | | | | |
|---|---------------|---------------|----------------|----------------|----------------|
| New Academic Salaries (incl bpl) (Appendix A) | \$ - | \$ 7,200 | \$ 18,000 | \$ 25,200 | \$ 26,082 |
| Existing Academic Salaries (incl bpl) (Appendix A) | 22,579 | 23,369 | 24,187 | 25,034 | 25,910 |
| Reallocated Academic Salaries - Direct - (Incl bpl) Appendix A | 39,936 | 82,668 | 249,779 | 431,481 | 446,583 |
| New Professional/Support Salaries (incl bpl) (Appendix A) | | | | | |
| Existing Professional/Support Salaries (incl bpl) (Appendix A) | 14,746 | 15,262 | 15,796 | 16,349 | 16,921 |
| Operating Expenses (Appendix B) | 6,600 | 6,600 | 6,600 | 6,600 | 6,600 |
| Student (Graduate/Undergraduate) Support (Appendix C) | - | - | - | - | - |
| Major Equipment (Appendix D) | - | 7,800 | 25,000 | 22,100 | - |
| Vehicles (Appendix D) | - | - | - | - | - |
| Renovations (Appendix D) | - | - | - | - | - |
| Furniture (Appendix D) | - | - | - | - | - |
| Other Capital (Appendix D) | - | - | - | - | - |

SPPC Form

| | | | | | |
|--------------------------------------|-----------|------------|------------|------------|------------|
| Subtotal Direct Program Costs | \$ 83,861 | \$ 142,899 | \$ 339,362 | \$ 526,764 | \$ 522,096 |
|--------------------------------------|-----------|------------|------------|------------|------------|

Indirect Program Costs

| | | | | | |
|--|-----------|-----------|-----------|-----------|-----------|
| New Indirect Salary Expenses (incl bpl) (Appendix A) | \$ - | \$ - | \$ - | \$ - | \$ - |
| Existing Indirect Salary Expenses (incl bpl) (Appendix A) | - | - | - | - | - |
| Tax on Grant and Tuition Revenue | 10,371 | 22,893 | 36,401 | 50,206 | 53,010 |
| Administrative Overhead | 4,877 | 10,875 | 17,458 | 24,300 | 25,880 |
| Subtotal Indirect Program Costs | \$ 15,248 | \$ 33,767 | \$ 53,860 | \$ 74,506 | \$ 78,889 |

| | | | | | |
|---|-----------|------------|------------|------------|------------|
| Total Program Costs (Direct & Indirect) | \$ 99,109 | \$ 176,666 | \$ 393,222 | \$ 601,270 | \$ 600,985 |
|---|-----------|------------|------------|------------|------------|

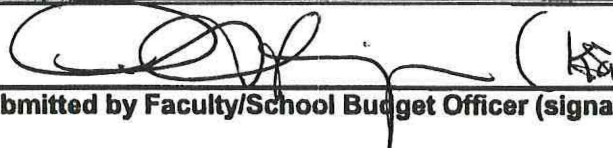
| | | | | | |
|-----------------------------------|---------------|---------------|---------------|---------------|---------------|
| 3. ENROLMENT | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
| Expected Enrolment (headcount) | 12 | 24 | 36 | 48 | 48 |
| Expected Enrolment (credit hours) | 384 | 804 | 1,212 | 1,584 | 1,584 |

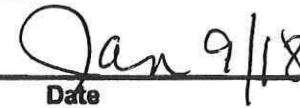
| | | | | | |
|---|-----------|------------|------------|------------|------------|
| 4. PROGRAM REVENUE ALLOCATED TO FACULTY/SCHOOL | | | | | |
| Operating Grant Revenue (see note) | \$ 9,661 | \$ 20,228 | \$ 30,492 | \$ 39,851 | \$ 39,851 |
| Tuition Revenue (Appendix E) | | | | | |
| • Credit Hour Based | | | | | |
| Undergraduate | 48,768 | 108,745 | 174,584 | 243,001 | 258,796 |
| Graduate | - | - | - | - | - |
| • Program Based | - | - | - | - | - |
| • Program/Course Specific Fees | 1,368 | 2,736 | 6,836 | 8,766 | 8,766 |
| • Other Compulsory Student Fees | - | - | - | - | - |
| Other revenue | - | - | - | - | - |
| Total Program Revenue | \$ 59,797 | \$ 131,709 | \$ 211,913 | \$ 291,618 | \$ 307,413 |

| | | | | | |
|---|-----------|-----------|------------|------------|------------|
| 5. EXISTING RESOURCES | | | | | |
| From Operations: | | | | | |
| Academic Salaries (Appendix A) | \$ 22,579 | \$ 23,369 | \$ 24,187 | \$ 25,034 | \$ 25,910 |
| Professional and Support Salaries (Appendix A) | 14,746 | 15,262 | 15,796 | 16,349 | 16,921 |
| Indirect Salaries (Appendix A) | - | - | - | - | - |
| Current/prior years surplus (carryover) | | | | | |
| From Other Sources: from other sources within faculty | 1,987 | 6,326 | 141,325 | 268,269 | 250,741 |
| Subtotal Existing Resources | \$ 39,312 | \$ 44,957 | \$ 181,308 | \$ 309,652 | \$ 293,572 |

SPPC Form


| | | | | | |
|---|------|------|------|------|------|
| 6. Program shortfall (surplus) (Program Costs - Program Revenue - Existing Resources) | \$ - | \$ - | \$ - | \$ - | \$ - |
| Internal Funds Requested through Strategic Allocation | | | | | |
| Funds Requested of the Provincial Government | | | | | |
| Balance (should be zero) | \$ - | \$ - | \$ - | \$ - | \$ - |

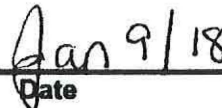

Submitted by Faculty/School Budget Officer (signature)


Date

Reviewed by Graduate Studies Business Manager
(For graduate program submissions only)

Date


Reviewed by University Budget Officer (signature)


Date

Appendix A - Salary Expenses

**SENATE PLANNING AND PRIORITY COMMITTEE
NEW PROGRAM APPROVAL PROCESS**

| NEW | Year 1 | | Year 2 | | Year 3 | | Year 4 | | Year 5 | |
|--|--------|--------------|--------|--------------|--------|--------------|--------|--------------|--------|--------------|
| | FTE | Total Salary | FTE | Total Salary | FTE | Total Salary | FTE | Total Salary | FTE | Total Salary |
| Academic | | | | | | | | | | |
| Excluded Academic Admin | - | - | - | \$ - | - | \$ - | - | \$ - | - | \$ - |
| Professor | - | - | - | - | - | - | - | - | - | - |
| Assoc/Asst Professor or Senior Instructor | - | - | 1.00 | 6,000 | 3.00 | 15,000 | 4.00 | 21,000 | 4.00 | 21,735 |
| Lecturer/Instructor/Sessionals | - | - | - | - | - | - | - | - | - | - |
| Librarians | - | - | - | - | - | - | - | - | - | - |
| Teaching Assistants | - | - | - | - | - | - | - | - | - | - |
| Subtotal New Academic Salaries | - | - | 1.00 | 6,000 | 3.00 | 15,000 | 4.00 | 21,000 | 4.00 | 21,735 |
| Benefits and Pay Levy | - | - | - | 1,200 | - | 3,000 | - | 4,200 | - | 4,347 |
| Total New Academic Salaries (Including BPL) | - | \$ - | 1.00 | \$ 7,200 | 3.00 | \$ 18,000 | 4.00 | \$ 25,200 | 4.00 | \$ 26,082 |
| Reallocated Positions | | | | | | | | | | |
| Academic | 0.50 | \$ 33,280 | 0.80 | \$ 68,890 | 2.50 | \$ 208,149 | 4.15 | \$ 359,567 | 4.15 | \$ 372,152 |
| AESES | - | - | - | - | - | - | - | - | - | - |
| Subtotal Reallocated Positions | 0.50 | 33,280 | 0.80 | 68,890 | 2.50 | 208,149 | 4.15 | 359,567 | 4.15 | 372,152 |
| Benefits and Pay Levy | - | 6,656 | - | 13,778 | - | 41,630 | - | 71,913 | - | 74,430 |
| Total Reallocated positions (Incl. BPL) | 0.50 | \$ 39,936 | 0.80 | \$ 82,668 | 2.50 | \$ 249,779 | 4.15 | \$ 431,481 | 4.15 | \$ 446,583 |
| Indirect Staff (Within your faculty/school) | | | | | | | | | | |
| EMAPS | - | - | - | \$ - | - | \$ - | - | \$ - | - | \$ - |
| AESES | - | - | - | - | - | - | - | - | - | - |
| CUPE TA's | - | - | - | - | - | - | - | - | - | - |
| Subtotal New Indirect Staff | - | - | - | - | - | - | - | - | - | - |
| Benefits and Pay Levy | - | - | - | - | - | - | - | - | - | - |
| Total New Indirect Staff (Including BPL) | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | \$ - |
| Total New and Reallocated Staff | 0.50 | \$ 39,936 | 1.80 | \$ 89,868 | 5.50 | \$ 267,779 | 8.15 | \$ 456,681 | 8.15 | \$ 472,665 |

Appendix A - Salary Expenses

SENATE PLANNING AND PRIORITY COMMITTEE
NEW PROGRAM APPROVAL PROCESS

| EXISTING (Within your faculty/school) | Year 1 | | Year 2 | | Year 3 | | Year 4 | | Year 5 | |
|---|----------|--------------|----------|--------------|-----------|--------------|-----------|--------------|-----------|--------------|
| | FTE | Total Salary | FTE | Total Salary | FTE | Total Salary | FTE | Total Salary | FTE | Total Salary |
| Academic | | | | | | | | | | |
| Excluded Academic Admin | 0.20 | \$ 18,816 | 0.20 | \$ 19,475 | 0.20 | \$ 20,156 | 0.20 | \$ 20,862 | 0.20 | \$ 21,592 |
| Professor | - | - | - | - | - | - | - | - | - | - |
| Assoc/Asst Professor or Senior Instructor | - | - | - | - | - | - | - | - | - | - |
| Lecturer/Instructor/Sessionals | - | - | - | - | - | - | - | - | - | - |
| Librarians | - | - | - | - | - | - | - | - | - | - |
| Teaching Assistants | - | - | - | - | - | - | - | - | - | - |
| Subtotal Existing Academic Salaries | 0.20 | 18,816 | 0.20 | 19,475 | 0.20 | 20,156 | 0.20 | 20,862 | 0.20 | 21,592 |
| Benefits and Pay Levy | - | 3,763 | - | 3,895 | - | 4,031 | - | 4,172 | - | 4,318 |
| Total Existing Academic Salaries (including BPL) | 0.20 | \$ 22,579 | 0.20 | \$ 23,369 | 0.20 | \$ 24,187 | 0.20 | \$ 25,034 | 0.20 | \$ 25,910 |
| Professional and Support Staff | | | | | | | | | | |
| EMAPS | - | - | - | - | - | - | - | - | - | - |
| AESES | 0.20 | 12,288 | 0.20 | 12,718 | 0.20 | 13,163 | 0.20 | 13,624 | 0.20 | 14,101 |
| CUPE TA's | - | - | - | - | - | - | - | - | - | - |
| Subtotal Existing Professional and Support Staff | 0.20 | 12,288 | 0.20 | 12,718 | 0.20 | 13,163 | 0.20 | 13,624 | 0.20 | 14,101 |
| Benefits and Pay Levy | - | 2,458 | - | 2,544 | - | 2,633 | - | 2,725 | - | 2,820 |
| Total Existing Professional and Support Staff (incl. BPL) | 0.20 | \$ 14,746 | 0.20 | \$ 15,262 | 0.20 | \$ 15,796 | 0.20 | \$ 16,349 | 0.20 | \$ 16,921 |
| Indirect Staff | | | | | | | | | | |
| EMAPS | - | - | - | - | - | - | - | - | - | - |
| AESES | - | - | - | - | - | - | - | - | - | - |
| CUPE TA's | - | - | - | - | - | - | - | - | - | - |
| Subtotal Existing Indirect Staff | - | - | - | - | - | - | - | - | - | - |
| Benefits and Pay Levy | - | - | - | - | - | - | - | - | - | - |
| Total Existing Indirect Staff (including BPL) | - | \$ - | - | \$ - | - | \$ - | - | \$ - | - | \$ - |
| Total Existing Staff | 0.40 | \$ 37,325 | 0.40 | \$ 38,631 | 0.40 | \$ 39,983 | 0.40 | \$ 41,383 | 0.40 | \$ 42,831 |
| GRAND TOTAL | 0.90 | \$ 77,261 | 2.20 | \$ 128,499 | 5.90 | \$ 307,762 | 8.55 | \$ 498,064 | 8.55 | \$ 515,496 |
| Total New from ALD | - | - | 7,200 | 7,200 | 18,000 | 18,000 | 25,200 | 25,200 | - | - |
| Total Existing ALD | 37,325 | 37,325 | 38,631 | 38,631 | 39,983 | 39,983 | 41,383 | 41,383 | - | - |
| Total Indirect from ALD | - | - | - | - | - | - | - | - | - | - |
| Total | 37,325 | 37,325 | 45,831 | 45,831 | 57,983 | 57,983 | 66,583 | 66,583 | - | - |
| Difference | (39,936) | (39,936) | (82,668) | (82,668) | (249,779) | (249,779) | (431,481) | (431,481) | - | - |
| Total New from SPPC | - | - | 7,200 | 7,200 | 18,000 | 18,000 | 25,200 | 25,200 | 26,082 | 26,082 |
| Total Existing SPPC | 37,325 | 37,325 | 38,631 | 38,631 | 39,983 | 39,983 | 41,383 | 41,383 | 42,831 | 42,831 |
| Total Indirect from SPPC | - | - | - | - | - | - | - | - | - | - |
| Total | 37,325 | 37,325 | 45,831 | 45,831 | 57,983 | 57,983 | 66,583 | 66,583 | 68,913 | 68,913 |
| Difference | (39,936) | (39,936) | (82,668) | (82,668) | (249,779) | (249,779) | (431,481) | (431,481) | (446,583) | (446,583) |

Notes/Assumptions

| Existing resources | Total Cost | Allocated to this program as a % |
|---|------------|----------------------------------|
| Total Head count with the Music Faculty | 250 | |
| Number of students in the program | 12 | |
| Support staff salary | 256,000 | 12,288 |
| Ex Academics (Dean, Assoc. Dean) | 392,000 | 18,816 |

| Reallocated Resources | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|-----------------------|--------|--------|--------|--------|--------|
| Academics | | | | | |

Appendix A - Salary Expenses

**SENATE PLANNING AND PRIORITY COMMITTEE
NEW PROGRAM APPROVAL PROCESS**

| | | | | | |
|---------------------------------|------|-----------|-----------|------------|------------|
| Number of credit hours | 32 | 67 | 101 | 132 | 132 |
| New courses credit hours- less | - | (3) | (12) | (18) | (18) |
| Net Credit Hours | 32 | 64 | 89 | 114 | 114 |
| Teaching load | 15 | 15 | 15 | 15 | 15 |
| FTE Count Required | 2.13 | 4.27 | 5.93 | 7.60 | 7.60 |
| Salary (average instructor) | | 78,000 | 80,730 | 83,556 | 86,480 |
| Total Salary | | 166,400 | 344,448 | 495,763 | 657,248 |
| Students in this program | 12 | 24 | 36 | 48 | 48 |
| Total number of students | 60 | 120 | 132 | 144 | 144 |
| Costs Allocated to this program | | 33,280.00 | 68,889.60 | 208,148.89 | 359,567.42 |
| | | | | | 372,152.28 |
| New Sessional Costs | | | | | |
| New courses | | 1 | 5,500.00 | 4 | 22,770.00 |
| | | | | 6 | 35,350.43 |
| | | | | 6 | 36,587.69 |

App B - Operating Exp.

Appendix B - Operating Expenses

**SENATE PLANNING AND PRIORITY COMMITTEE
NEW PROGRAM APPROVAL PROCESS**

| | <u>Direct Expenses</u> | <u>Year 1</u> | <u>Year 2</u> | <u>Year 3</u> | <u>Year 4</u> | <u>Year 5</u> |
|----------------------------------|---|-----------------|-----------------|-----------------|-----------------|-----------------|
| 700BGT | Travel - Budget (includes visiting speakers, orientation, research day) | \$ 1,500 | \$ 1,500 | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| 701BGT | Hospitality - Budget | \$ - | \$ - | \$ - | \$ - | \$ - |
| 704BGT | Printing and Duplicating - Budget | \$ - | \$ - | \$ - | \$ - | \$ - |
| 706BGT | Consumable Materials/Supplies Budget (includes computers) | \$ - | \$ - | \$ - | \$ - | \$ - |
| 708BGT | Telecommunications - Budget | \$ 100 | \$ 100 | \$ 100 | \$ 100 | \$ 100 |
| 710BGT | Other Expenses (Nonconsumable) Budget | \$ - | \$ - | \$ - | \$ - | \$ - |
| 713BGT | Insurance - Budget | \$ - | \$ - | \$ - | \$ - | \$ - |
| 716BGT | Externally Contracted Serv - Budget | \$ - | \$ - | \$ - | \$ - | \$ - |
| 740BGT | Equipment rental - Budget | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| 740BGT | Repairs and Maintenance - Budget | \$ - | \$ - | \$ - | \$ - | \$ - |
| Subtotal Direct Operating | | \$ 6,600 | \$ 6,600 | \$ 6,600 | \$ 6,600 | \$ 6,600 |

Notes/Assumptions

- 1 700 BGT- Assuming orientation expenses annually
- 2 Cost of 2 phones
- 3 Professional fees- cost of rental/repairs for the equipment

Appendix C - Student Support

**SENATE PLANNING AND PRIORITY COMMITTEE
NEW PROGRAM APPROVAL PROCESS**

| <u>Graduate / Undergraduate Support Expense</u> | | <u>Year 1</u> | <u>Year 2</u> | <u>Year 3</u> | <u>Year 4</u> | <u>Year 5</u> |
|---|--------------|---------------|---------------|---------------|---------------|---------------|
| 7700 | Scholarships | \$ - | \$ - | \$ - | \$ - | \$ - |
| 7710 | Bursaries | \$ - | \$ - | \$ - | \$ - | \$ - |
| 7720 | Awards | | | | | |
| Subtotal Operating | | \$ - | \$ - | \$ - | \$ - | \$ - |

Notes/Assumptions

Faculty of Music don't have any scholarship/bursary for this Program

Appendix D - Capital Costs

SENATE PLANNING AND PRIORITY COMMITTEE
NEW PROGRAM APPROVAL PROCESS

| Capital Item | Year 1 | | | Year 2 | | | Year 3 | | | Year 4 | | | Year 5 | | |
|---------------------------|--------|-----------|-------------|--------|-----------|-----------------|--------|-----------|------------------|--------|-----------|------------------|--------|-----------|-------------|
| | QTY | Unit Cost | Total | QTY | Unit Cost | Total | QTY | Unit Cost | Total | QTY | Unit Cost | Total | QTY | Unit Cost | Total |
| Major Equipment | - | | \$ - | 1.00 | | \$ 7,800 | 2.00 | | \$ 25,000 | 2.00 | | \$ 22,100 | - | \$ - | \$ - |
| Vehicles | - | \$ - | \$ - | - | \$ - | \$ - | - | \$ - | \$ - | - | \$ - | \$ - | - | \$ - | \$ - |
| Renovations | - | \$ - | \$ - | - | \$ - | \$ - | - | \$ - | \$ - | - | \$ - | \$ - | - | \$ - | \$ - |
| Furniture | - | \$ - | \$ - | - | \$ - | \$ - | - | \$ - | \$ - | - | \$ - | \$ - | - | \$ - | \$ - |
| Other (list) | | | - | | | - | | | - | | | - | | | - |
| ... | | | | | | | | | | | | | | | |
| Subtotal Operating | | | \$ - | | | \$ 7,800 | | | \$ 25,000 | | | \$ 22,100 | | | \$ - |

Notes/Assumptions

1. No music instrument purchased in Year 1 12000
 2. Details of instrument purchased: 37500
 5400

| | | | | | | | | | | | |
|--------------------------------|------|------|------|---|-------|-------|-------|---|-------|-------|-------|
| Yamaha Student Model | 1 | 2400 | 2400 | | | | | 4 | 2400 | 9600 | |
| Fos Renard bassons | | | | 2 | 12500 | 25000 | | 1 | 12500 | 12500 | |
| Remo World Music Drumming pack | 1.00 | 5400 | 5400 | | | | | | | | |
| Total | | | 7800 | 0 | - | 0 | 25000 | 0 | - | 0 | 22100 |

Appendix E - Tuition

Fee Increase 6.5%

SENATE PLANNING AND PRIORITY COMMITTEE
NEW PROGRAM APPROVAL PROCESS

| 1. EXPECTED ENROLMENT | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 |
|----------------------------|--------|--------|--------|--------|--------|
| Headcount | | | | | |
| Undergraduate | 12 | 24 | 36 | 48 | 48 |
| Graduate | | | | | |
| Graduate (continuing only) | | | | | |
| Credit Hours | | | | | |
| Undergraduate | 384 | 804 | 1,212 | 1,584 | 1,584 |
| Graduate | | | | | |

| 2. TUITION REVENUE GENERATED BY THE PROGRAM | | | | | |
|--|------------------|-------------------|-------------------|-------------------|-------------------|
| • Credit Hour Based - (enter credit hour rate in yr 1) | \$ 127 | \$ 135 | \$ 144 | \$ 153 | \$ 163 |
| Undergraduate | 48,768 | 108,745 | 174,584 | 243,001 | 258,796 |
| Graduate | - | - | - | - | - |
| • Program Based - (enter annual program fee in yr 1) | \$ - | \$ - | \$ - | \$ - | \$ - |
| Undergraduate | - | - | - | - | - |
| Graduate | - | - | - | - | - |
| Total Tuition Fees | \$ 48,768 | \$ 108,745 | \$ 174,584 | \$ 243,001 | \$ 258,796 |
| • Continuing Fee - (enter annual continuing fee in yr 2) | | | | | |
| Graduate | - | - | - | - | - |
| • Program/Course Specific Fees | | | | | |
| Lab Fees - (enter amount in applicable years) | | | | | |
| Field Trip Fees - (enter amount in applicable years) | | | | | |
| MUSC 1400 (\$55) (First yr. core, 12 students/yr) | 660 | 660 | 660 | 660 | 660 |
| MUSC 1384/1394 (\$59) (First yr. core, 12 students/yr) | 708 | 708 | 708 | 708 | 708 |
| MUSC 2400 (\$55) (2nd Yr. core, 12 students/yr) | | 660 | 660 | 660 | 660 |
| MUSC 2384/2394 (\$59) (2nd yr. core, 12 students/yr.) | | 708 | 708 | 708 | 708 |
| MUSC 3470 (\$55) (3rd yr. core, 12 students/yr) | | | 660 | 660 | 660 |
| MUSC 4160/4470 (\$55) (4th yr. core, 12 students/yr) | | | | 660 | 660 |
| MUSC 3690 (Percussion) (\$27) (S/I, 4th year) | | | | 270 | 270 |
| MUSC 4750 (Choral Tech.) (\$22) (E/M, S/C, G/S, 3rd year) | | | 220 | 220 | 220 |
| MUSC 4760 (Choral Tech 2) (\$22) (S/C, 3rd yr, G/S 4th yr.) | | | 220 | 220 | 220 |
| MUSC 3780 (Woodwind) (\$100) (E/M, 3rd year, 3 students/yr) | | | 1,000 | 1,000 | 1,000 |
| MUSC 3790 (Brass) (\$100) (E/M, 3rd year) | | | 1,000 | 1,000 | 1,000 |
| MUSC 3800/3894 (String/Guitar) (\$100) (G/S, 3rd yr.) | | | 1,000 | 1,000 | 1,000 |
| MUSC 4894 (Adv. Guitar) (\$100) (G/S, 4th yr) | | | | 1,000 | 1,000 |

Bachelor of Music (Music Education)

Appendix b)

Admission and/or transfer criteria

There are no new admission regulations or transfer criteria. Students are admitted under existing regulations.

Bachelor of Music (Music Education)

Appendix c)

I. Course details for required/elective courses (Indicates new course)

II. Yearly course requirements for all Concentrations

1. Early/Middle Years

2. Early/Middle Years with W or Math requirement as teachable minor

Early/Middle Years Concentration requires 12 credit hours in a non-music teachable minor.

Early/Middle Years Concentration requires 24 credit hours of breadth component. University of Manitoba English (W) and Mathematics (M) requirements can be used to fulfill the breadth component. Breadth component effective 2018-19:

- 6 credit hours of English Literature and/or French Literature
- 6 credit hours of Social Studies (History and/or Geography)
- 12 credit hours of Mathematics & Science comprised of:
 - 6 credit hours of Mathematics or Statistics
 - 6 credit hours from Science: Biology, Chemistry, Environmental Science, Geological Science or Physics

3. Senior Years Instrumental

4. Senior Years Instrumental with W or Math requirement as teachable minor

Senior Years Instrumental Concentration requires 18 credit hours in a non-music teachable minor.

5. Senior Years Choral

6. Senior Years Choral with W or Math requirement as teachable minor

Senior Years Choral Concentration requires 18 credits in a non-music teachable minor.

7. Guitar/Strings

8. Guitar/Strings with W or Math requirement as teachable minor

Guitar/Strings Concentration requires 18 credits in a non-music teachable minor.

III. For the Senate Committee on Curriculum and Course Changes:

Summary Sheet

Course Deletion Form (18 Cr. Hrs. deleted)

Course Introduction Forms (18 Cr. Hrs. introduced)

Course Outlines

Bachelor of Music (Music Education)

Required/Elective Coursework

Indicates New Course

MUSC 1004 Introduction to Music in History 1 Cr.Hrs 3

A survey of Western music from early monophony to c. 1750 through an examination of genres and aesthetic foundations. The course will include comparison to non-Western musical traditions.

MUSC 1014 Introduction to Music in History 2 Cr.Hrs. 3

A continuation of MUSC 1004, covering the eras from c. 1750 to the present. A survey of Western music from c. 1750 to the present through an examination of genres and aesthetic foundations. The course will include contemporary art music and comparison to non-Western musical traditions. Prerequisite: MUSC 1004 or consent of the Faculty of Music.

MUSC 1110 Music Theory 1 Cr.Hrs. 3

(Formerly 033.111) This course is designed to develop fluency in the writing and recognition of the elements of music: melodic and harmonic intervals, modes and scales, rhythm and metre, triads and inversions, and the principles of melodic and homophonic design. Prerequisite: Knowledge of music rudiments as demonstrated by a Placement Test given during the first week of classes, or by completing MUSC 1930 (or 033.193) with a mark of "C" or better.

MUSC 1120 Music Theory 2 Cr.Hrs. 3

(Formerly 033.112) An examination of the idioms of vocal melody through the writing and analysis of duple paraphrase, duple- and syncopated-rhythm counter-point in two parts, and tonal homophony leading to the Chorale phrase and Bar form. Prerequisite: a grade of "C" or better in MUSC 1110 (or 033.111).

MUSC 1180 Ensemble Cr.Hrs. 2

(Formerly 033.118) Participation in University Symphony Orchestra, University Wind Ensemble, Women's Choir, Concert Choir, University Jazz Orchestra, University Concert Band or University Singers, as is appropriate to the student's background and/or major applied area (placement to be determined by ensemble committee).

MUSC 1190 Ensemble Cr.Hrs. 2

(Formerly 033.119) Participation in a Faculty of Music Ensemble other than the one designated in MUSC 1180 (or 033.118) (placement to be determined by the Ensemble Committee).

MUSC 1384 Musicianship 1 Cr.Hrs. 2

A practical approach to the cultivation of critical aural perception, specifically, to develop the student's sight-singing, transcription and keyboard skills. Not to be held with MUSC 1380. For music students only.

MUSC 1394 Musicianship 2 Cr.Hrs. 2

A continuation of MUSC 1384. Prerequisite: MUSC 1384. Not to be held with MUSC 1390. For music students only.

MUSC 1400 Major Practical Study 1 Cr.Hrs. 6

(Formerly 033.140) Individual instruction in one of the following: any of the standard orchestral instruments (strings, woodwinds, brasses, percussion), classical guitar, harp, harpsichord, lute, organ, piano, recorder composition or voice. An important constituent of the grading procedure for this course is performance in, and attendance at, the recitals/concerts of the Faculty of Music. For Music students only.

MUSC 2100 Introduction to Music Teaching and Learning Cr.Hrs. 3

This course provides an introduction to philosophical, sociological, and psychological perspectives relevant to music teaching and learning, including reflective practice, development of music teacher identity, and critical analysis of pedagogical principles. This course includes fieldtrips.

MUSC 2110 Music Theory 3 Cr.Hrs. 3

(Formerly 033.211) An examination of the idioms of instrumental melody through the writing and analysis of triple paraphrase, triple- and quadruple-rhythm counterpoint in two parts, and chromatic homophony leading to the Minuet and binary form. Prerequisite: MUSC 1120 (or 033.112) or the consent of the Faculty of Music.

MUSC 2120 Music Theory 4 Cr.Hrs. 3

(Formerly 033.212) An examination of the diffusion of tonality in instrumental textures through the writing and analysis of chromatic paraphrase, florid counterpoint in two parts and chromatically-extended homophony leading to the Cavatina and ternary form. Prerequisite: MUSC 2110 (or 033.211) or consent of the Faculty of Music.

MUSC 2180 Ensemble Cr.Hrs. 2

(Formerly 033.218) Participation in University Symphony Orchestra, University Wind Ensemble, Women's Choir, Concert Choir, University Jazz Orchestra, University Concert Band or University Singers, as is appropriate to the student's background and/or major applied area (placement to be determined by ensemble committee). Prerequisite: MUSC 1180 or consent of the Faculty of Music.

MUSC 2190 Ensemble Cr.Hrs. 2

(Formerly 033.219) Participation in a Faculty of Music Ensemble other than the one designated in MUSC 2180 (placement to be determined by Ensemble Committee). Prerequisite: MUSC 1190 or consent of the Faculty of Music.

MUSC 2384 Musicianship 3 Cr.Hrs. 2

A continuation of MUSC 1394. Prerequisite: MUSC 1394. Not to be held with MUSC 2380. For music students only.

MUSC 2394 Musicianship 4 Cr.Hrs. 2

A continuation of MUSC 2384. Prerequisite: MUSC 2384. Not to be held with MUSC 2390. For music students only.

MUSC 2400 Major Practical Study Cr.Hrs. 6

(Formerly 033.240) Individual instruction, normally in the area chosen in MUSC 1400 (or 033.140). An important constituent of the grading procedure for this course is performance in and attendance at the recitals/concerts of the Faculty of Music. For Music students only. Prerequisite: MUSC 1400 or MUSC 1414.

MUSC 2460 Conducting Cr.Hrs. 3

(Formerly 033.246) The principles and development of baton technique and expressive gestures. Fundamentals of vocal and instrumental score reading, preparation and interpretation. Prerequisites: MUSC 1120 (or 033.112) or equivalent, or consent of the Faculty of Music.

**MUSC 3102 Composition, Technology and Improvisation for Music Educators
Cr.Hrs. 3**

This course explores the development of musical creativity through active participation in composition, improvisation, and informal music learning. Students will engage with a variety of activities, strategies and tools appropriate for numerous music education contexts.

MUSC 3106 Orff-Schulwerk 1 Cr.Hrs. 3

The philosophy, techniques and materials in Orff-Schulwerk, including practical activities in the areas of Basic Orff, creative movement, recorder, aural skills, choral techniques, and a laboratory component. Applicants should have a knowledge of music rudiments. Prerequisite: A grade of "C" or better in MUSC 1930 (or 033.193), or consent of the Faculty of Music.

MUSC 3108 Kodály Music Education Cr.Hrs. 3

An introduction to contemporary Kodály-inspired pedagogy for preschool and early-years contexts. In addition to exploring philosophy, practice, and materials for music teaching and learning, course participants will have opportunities to develop their personal vocal, musicianship, and conducting skills. Prerequisite: a grade of "C" or better in MUSC 1930 (or 033.193), or consent of the Faculty of Music.

MUSC 3180 Ensemble Cr.Hrs. 2

(Formerly 033.318) Participation in University Symphony Orchestra, University Wind Ensemble, Women's Choir, Concert Choir, University Jazz Orchestra, University Concert Band or University Singers, as is appropriate to the student's background and/or major applied area (placement to be determined by ensemble committee). Prerequisite: MUSC 2180 or consent of the Faculty of Music.

MUSC 3190 Ensemble Cr.Hrs. 2

(Formerly 033.319) Participation in a Faculty of Music Ensemble other than the one designated as appropriate to MUSC 3180 (or 033.318) (placement to be determined by Ensemble Committee). Prerequisite: MUSC 2190 or consent of the Faculty of Music.

MUSC 3360 Topics in Music Education Cr.Hrs. 3

(Formerly 033.336) This course may vary from year to year depending on the needs and interests of instructors and students.

MUSC 3470 Major Practical Study Cr.Hrs. 6

(Formerly 033.347) Individual instruction, normally in the area chosen in MUSC 2400 (or 033.240). An important constituent of the grading procedure for this course is performance in and attendance at the recitals/concerts of the Faculty of Music. Prerequisite: MUSC 1014, MUSC 1120, MUSC 1394, MUSC 2400 and MUSC 3230. For Music students only.

MUSC 3690 Percussion Techniques Cr.Hrs. 3

(Formerly 033.369) Class instruction in percussion instruments. Development of basic playing techniques and examination of materials and procedures for individual and group instruction. Prerequisite: MUSC 2460 or consent of the Faculty of Music.

MUSC 3780 Woodwind Techniques Cr.Hrs. 3

(Formerly 033.378) Class instruction in woodwind instruments. Development of music playing techniques and examination of materials and procedures for individual and group instruction. Prerequisite: MUSC 2460 or consent of the Faculty of Music.

MUSC 3790 Brass Techniques Cr.Hrs. 3

(Formerly 033.379) Class instruction in brass instruments. Development of basic playing techniques and examination of materials and procedures for individual and group instruction. Prerequisite: MUSC 2460 or consent of the faculty of Music.

MUSC 3730 Early Music Development Cr.Hrs. 3

(Formerly 033.373) Procedures and materials for the development of musicality in children through listening activities, movement, creativity, singing and classroom instruments. Prerequisite: MUSC 2460 and MUSC 3770 or consent of the Faculty of Music.

MUSC 3770 Vocal Techniques Cr.Hrs. 3

(Formerly 033.377) Class instruction in vocal technique. Development of good vocal and choral sound and examination of materials and procedures for individual and group instruction. Prerequisite or Co-requisite: MUSC 2460 or the consent of Faculty of Music.

MUSC 3800 String Techniques Cr.Hrs. 3

(Formerly 033.380) Class instruction in string instruments. Development of basic playing techniques and examination of materials and procedures for individual and group instruction. Prerequisite: MUSC 2460 or consent of the Faculty of Music.

MUSC 3884 Introduction to Jazz for Music Educators Cr.Hrs. 3

Procedures for organizing, rehearsing, and directing small and large group jazz ensembles. Study of repertoire and performance materials, with emphasis on personal understanding of jazz improvisation and style. Prerequisites: MUSC 2460 or consent of the Faculty of Music. Not to be held with MUSC 3880.

MUSC 3894 Guitar Techniques Cr.Hrs. 3

Class instruction in guitar technique. Development of basic techniques and examination of materials and procedures for individual and group instruction. Prerequisite: MUSC 2460 or consent of the Faculty of Music.

MUSC 4154 Choral Repertoire Cr.Hrs. 3

A study and examination of choral repertoire for various types of choral ensembles. Prerequisites: MUSC 2460 or consent of the Faculty of Music. Not to be held with MUSC 4150.

MUSC 4160 Major Practical Study Cr.Hrs. 6

(Formerly 033.416) Individual instruction, normally in the area chosen in MUSC 3470 (or 033.347). An important constituent of the grading procedure for this course is performance in and attendance at the recitals/concerts of the Faculty of Music. For Music students only.

MUSC 4180 Ensemble Cr.Hrs. 2

(Formerly 033.418) Participation in University Symphony Orchestra, University Wind Ensemble, Women's Choir, Concert Choir, University Jazz Orchestra, University Concert Band or University Singers, as is appropriate to the student's background and/or major applied area (placement to be determined by ensemble committee). Prerequisite: MUSC 3180 or consent of the Faculty of Music.

MUSC 4190 Ensemble Cr.Hrs. 2

(Formerly 033.419) Participation in a Faculty of Music Ensemble other than the one designated in MUSC 4180 (or 033.418) (placement to be determined by Ensemble Committee). Prerequisite: MUSC 3190 or consent of the Faculty of Music.

MUSC 4470 Major Practical Study Cr.Hrs. 6

(Formerly 033.447) Individual instruction, normally in the area chosen in MUSC 3470. An important constituent of the grading procedure for this course is performance in and attendance at the recitals/concerts of the Faculty of Music. Prerequisites: MUSC 2120, MUSC 2394 and MUSC 3470. For Music students only.

MUSC 4750 Choral Techniques 1 Cr.Hrs. 3

(Formerly 033.475) Procedures for organizing, rehearsing and conducting various types of choral ensembles. Examination of performance materials. Prerequisite: MUSC 2460 and MUSC 3770 or consent of the Faculty of Music.

MUSC 4760 Choral Techniques 2 Cr.Hrs. 3

(Formerly 033.476) Continued study in rehearsing and conducting standard choral ensembles. Study of repertoire and related literature. Prerequisite: MUSC 4750 (or 033.475).

MUSC 4770 Band and Orchestral Techniques 1 Cr.Hrs. 3

(Formerly 033.477) The historical development and present instrumentation of standard instrumental ensembles. Procedures for organizing, rehearsing and conducting bands and orchestras. Examination of performance and instructional materials. Prerequisite: MUSC 2460, MUSC 3790, MUSC 3780 and MUSC 3690 or MUSC 3800 or MUSC 3894 or consent of the faculty of Music.

MUSC 4780 Band and Orchestral Techniques 2 Cr.Hrs. 3

(Formerly 033.478) Continued study in rehearsing and conducting standard instrumental ensembles. Study of repertoire and related literature. Prerequisite: MUSC 4770 (or 033.477).

MUSC 4894 Advanced Guitar Techniques Cr.Hrs. 3

This course is an extension of MUSC 3894 with a particular focus on developing curricular resources for creative composition, diverse musical styles, and informal music learning. This course provides a brief introduction to electric guitar and ukulele. Pre-requisite: MUSC 3894 Guitar Techniques or consent of the Faculty of Music.

MUSC 4896 Cultural Perspectives for Music Educators Cr.Hrs. 3

A study of non-Western musical practices and approaches to learning music, and implications for music teaching. This course is intended to prepare students for the diversity of the 21st century music classroom and studio.

II. Yearly Course Requirements for all Concentrations

First-Year Core Program

Common to all Bachelor of Music students and all Concentrations in the proposed new degree

First Year

| | | |
|-----------|------------------------------------|-------|
| MUSC 1004 | Introduction to Music in History 1 | 3 cr |
| MUSC 1014 | Introduction to Music in History 2 | 3 cr |
| MUSC 1110 | Music Theory 1 | 3 cr |
| MUSC 1120 | Music Theory 2 | 3 cr |
| MUSC 1180 | Ensemble | 2 cr |
| MUSC 1190 | Ensemble | 2 cr |
| MUSC 1384 | Musicianship 1 | 2 cr |
| MUSC 1394 | Musicianship 2 | 2 cr |
| MUSC 1400 | Major Practical Study | 6 cr |
| | MATH Requirement | 3 cr |
| | W requirement | 3 cr |
| TOTAL: | | 32 cr |

Bachelor of Music (Music Education)
1. Early/Middle Years Concentration
132 Credit Hours

First Year Core

| | | |
|---------------|------------------------------------|--------------|
| MUSC 1004 | Introduction to Music in History 1 | 3 cr |
| MUSC 1014 | Introduction to Music in History 2 | 3 cr |
| MUSC 1110 | Music Theory 1 | 3 cr |
| MUSC 1120 | Music Theory 2 | 3 cr |
| MUSC 1180 | Ensemble | 2 cr |
| MUSC 1190 | Ensemble | 2 cr |
| MUSC 1384 | Musicianship 1 | 2 cr |
| MUSC 1394 | Musicianship 2 | 2 cr |
| MUSC 1400 | Major Practical Study | 6 cr |
| | MATH Requirement* | 3 cr |
| | W requirement* | 3 cr |
| TOTAL: | | 32 cr |

***Can be used to fulfill the breadth component**

Requirements for breadth component effective 2018-19:

- 6 credit hours of English Literature and/or French Literature
- 6 credit hours of Social Studies (History and/or Geography)
- 12 credit hours of Mathematics & Science comprised of:
 - 6 credit hours of Mathematics or Statistics
 - 6 credit hours from Science: Biology, Chemistry, Environmental Science, Geological Science or Physics

Second Year

| | | |
|---------------|---|--------------|
| MUSC 2100 | Introduction to Music Teaching and Learning | 3 cr |
| MUSC 2110 | Music Theory 3 | 3 cr |
| MUSC 2120 | Music Theory 4 | 3 cr |
| MUSC 2180 | Ensemble | 2 cr |
| MUSC 2190 | Ensemble | 2 cr |
| MUSC 2384 | Musicianship 3 | 2 cr |
| MUSC 2394 | Musicianship 4 | 2 cr |
| MUSC 2400 | Major Practical Study | 6 cr |
| MUSC 2460 | Conducting | 3 cr |
| | Breadth Requirement | 3 cr |
| | Music History Elective | 3 cr |
| | Music History Elective | 3 cr |
| TOTAL: | | 35 cr |

Third Year

| | | |
|-----------|--|-------|
| MUSC 3102 | Composition, Technology and Improvisation for Music Educators | 3 cr |
| MUSC 3106 | Orff-Schulwerk 1 (summer session) | 3 cr |
| or | | |
| MUSC 3108 | Kodály Music Education (summer session) | 3 cr |
| MUSC 3180 | Ensemble | 2 cr |
| MUSC 3190 | Ensemble | 2 cr |
| MUSC 3470 | Major Practical Study | 6 cr |
| MUSC 3770 | Vocal Techniques | 3 cr |
| MUSC 4750 | Choral Techniques 1 | 3 cr |
| | Teachable Minor | 6 cr |
| | Breadth Requirement | 6 cr |
| | TOTAL: | 34 cr |

Fourth Year

| | | |
|-----------|---|-------|
| MUSC 3360 | Topics in Music Education | 3 cr |
| MUSC 3730 | Early Music Development | 3 cr |
| MUSC 4160 | Major Practical Study | 3 cr |
| MUSC 4180 | Ensemble | 2 cr |
| MUSC 4190 | Ensemble | 2 cr |
| MUSC 4896 | Cultural Perspectives for Music Educators | 3 cr |
| | Teachable Minor | 6 cr |
| | Breadth Requirement | 9 cr |
| | TOTAL: | 31 cr |

Bachelor of Music (Music Education)
2. Early/Middle Years Concentration
(With W or MATH Requirement as Teachable Minor)
132 Credit Hours

First Year Core

| | | |
|---------------|------------------------------------|--------------|
| MUSC 1004 | Introduction to Music in History 1 | 3 cr |
| MUSC 1014 | Introduction to Music in History 2 | 3 cr |
| MUSC 1110 | Music Theory 1 | 3 cr |
| MUSC 1120 | Music Theory 2 | 3 cr |
| MUSC 1180 | Ensemble | 2 cr |
| MUSC 1190 | Ensemble | 2 cr |
| MUSC 1384 | Musicianship 1 | 2 cr |
| MUSC 1394 | Musicianship 2 | 2 cr |
| MUSC 1400 | Major Practical Study | 6 cr |
| | MATH Requirement* | 3 cr |
| | W requirement* | 3 cr |
| TOTAL: | | 32 cr |

***Can be used to fulfill the breadth component**

Breadth component effective 2018-19:

- 6 credit hours of English Literature and/or French Literature
- 6 credit hours of Social Studies (History and/or Geography)
- 12 credit hours of Mathematics & Science comprised of:
 - 6 credit hours of Mathematics or Statistics
 - 6 credit hours from Science: Biology, Chemistry, Environmental Science, Geological Science or Physics
 -

Second Year

| | | |
|---------------|---|--------------|
| MUSC 2100 | Introduction to Music Teaching and Learning | 3 cr |
| MUSC 2110 | Music Theory 3 | 3 cr |
| MUSC 2120 | Music Theory 4 | 3 cr |
| MUSC 2180 | Ensemble | 2 cr |
| MUSC 2190 | Ensemble | 2 cr |
| MUSC 2384 | Musicianship 3 | 2 cr |
| MUSC 2394 | Musicianship 4 | 2 cr |
| MUSC 2400 | Major Practical Study | 6 cr |
| MUSC 2460 | Conducting | 3 cr |
| | Breadth Requirement | 3 cr |
| | Music History Elective | 3 cr |
| | Music History Elective | 3 cr |
| TOTAL: | | 35 cr |

Third Year

| | | |
|-----------|--|-------|
| MUSC 3102 | Composition, Technology and Improvisation for Music Educators | 3 cr |
| MUSC 3106 | Orff-Schulwerk 1 (summer session) | 3 cr |
| or | | |
| MUSC 3108 | Kodály Music Education (summer session) | 3 cr |
| MUSC 3180 | Ensemble | 2 cr |
| MUSC 3190 | Ensemble | 2 cr |
| MUSC 3470 | Major Practical Study | 6 cr |
| MUSC 3770 | Vocal Techniques | 3 cr |
| MUSC 4750 | Choral Techniques 1 | 3 cr |
| | Teachable Minor | 6 cr |
| | Breadth Requirement | 6 cr |
| | TOTAL: | 34 cr |

Fourth Year

| | | |
|-----------|---|-------|
| MUSC 3360 | Topics in Music Education | 3 cr |
| MUSC 3730 | Early Music Development | 3 cr |
| MUSC 4470 | Major Practical Study | 6 cr |
| or | | |
| MUSC 4160 | Major Practical Study | 3 cr |
| and | MUSC Elective | 3 cr |
| MUSC 4180 | Ensemble | 2 cr |
| MUSC 4190 | Ensemble | 2 cr |
| MUSC 4896 | Cultural Perspectives for Music Educators | 3 cr |
| | Teachable Minor | 3 cr |
| | Breadth Requirement | 9 cr |
| | TOTAL: | 31 cr |

Bachelor of Music (Music Education)
3. Senior Years Instrumental Concentration
132 Credit Hours

First Year Core

| | | |
|-----------|------------------------------------|-------|
| MUSC 1004 | Introduction to Music in History 1 | 3 cr |
| MUSC 1014 | Introduction to Music in History 2 | 3 cr |
| MUSC 1110 | Music Theory 1 | 3 cr |
| MUSC 1120 | Music Theory 2 | 3 cr |
| MUSC 1180 | Ensemble | 2 cr |
| MUSC 1190 | Ensemble | 2 cr |
| MUSC 1384 | Musicianship 1 | 2 cr |
| MUSC 1394 | Musicianship 2 | 2 cr |
| MUSC 1400 | Major Practical Study | 6 cr |
| | MATH Requirement | 3 cr |
| | W requirement | 3 cr |
| TOTAL: | | 32 cr |

Second Year

| | | |
|-----------|---|-------|
| MUSC 2100 | Introduction to Music Teaching and Learning | 3 cr |
| MUSC 2110 | Music Theory 3 | 3 cr |
| MUSC 2120 | Music Theory 4 | 3 cr |
| MUSC 2180 | Ensemble | 2 cr |
| MUSC 2190 | Ensemble | 2 cr |
| MUSC 2384 | Musicianship 3 | 2 cr |
| MUSC 2394 | Musicianship 4 | 2 cr |
| MUSC 2400 | Major Practical Study | 6 cr |
| MUSC 2460 | Conducting | 3 cr |
| | Teachable Minor | 3 cr |
| | Music History Elective | 3 cr |
| | Music History Elective | 3 cr |
| TOTAL: | | 35 cr |

Third Year

| | | |
|-----------|--|-------|
| MUSC 3102 | Composition, Technology, and Improvisation in for Music Educators | 3 cr |
| MUSC 3180 | Ensemble | 2 cr |
| MUSC 3190 | Ensemble | 2 cr |
| MUSC 3470 | Major Practical Study | 6 cr |
| MUSC 3780 | Woodwind Techniques | 3 cr |
| MUSC 3790 | Brass Techniques | 3 cr |
| MUSC 4770 | Band and Orchestral Techniques 1 | 3 cr |
| | MUSC Elective | 3 cr |
| | Teachable Minor | 9 cr |
| | TOTAL: | 34 cr |

Fourth Year

| | | |
|-----------|---|-------|
| MUSC 3690 | Percussion Techniques | 3 cr |
| MUSC 3884 | Introduction to Jazz for Music Educators | 3 cr |
| MUSC 4470 | Major Practical Study | 6 cr |
| or | | |
| MUSC 4160 | Major Practical Study | 3 cr |
| and | MUSC Elective | 3 cr |
| MUSC 4180 | Ensemble | 2 cr |
| MUSC 4190 | Ensemble | 2 cr |
| MUSC 4780 | Band and Orchestral Techniques 2 | 3 cr |
| MUSC 4896 | Cultural Perspectives for Music Educators | 3 cr |
| | MUSC Elective | 3 cr |
| | Teachable Minor | 6 cr |
| | TOTAL: | 31 cr |

Bachelor of Music (Music Education)
4. Senior Years Instrumental Concentration
(With W or MATH Requirement as Teachable Minor)
132 Credit Hours

First Year Core

| | | |
|---------------|------------------------------------|--------------|
| MUSC 1004 | Introduction to Music in History 1 | 3 cr |
| MUSC 1014 | Introduction to Music in History 2 | 3 cr |
| MUSC 1110 | Music Theory 1 | 3 cr |
| MUSC 1120 | Music Theory 2 | 3 cr |
| MUSC 1180 | Ensemble | 2 cr |
| MUSC 1190 | Ensemble | 2 cr |
| MUSC 1384 | Musicianship 1 | 2 cr |
| MUSC 1394 | Musicianship 2 | 2 cr |
| MUSC 1400 | Major Practical Study | 6 cr |
| | MATH Requirement | 3 cr |
| | W requirement | 3 cr |
| TOTAL: | | 32 cr |

Second Year

| | | |
|---------------|---|--------------|
| MUSC 2100 | Introduction to Music Teaching and Learning | 3 cr |
| MUSC 2110 | Music Theory 3 | 3 cr |
| MUSC 2120 | Music Theory 4 | 3 cr |
| MUSC 2180 | Ensemble | 2 cr |
| MUSC 2190 | Ensemble | 2 cr |
| MUSC 2384 | Musicianship 3 | 2 cr |
| MUSC 2394 | Musicianship 4 | 2 cr |
| MUSC 2400 | Major Practical Study | 6 cr |
| MUSC 2460 | Conducting | 3 cr |
| | Teachable Minor | 3 cr |
| | Music History Elective | 3 cr |
| | Music History Elective | 3 cr |
| TOTAL: | | 35 cr |

Third Year

| | | |
|-----------|--|-------|
| MUSC 3102 | Composition, Technology, and Improvisation for Music Educators | 3 cr |
| MUSC 3180 | Ensemble | 2 cr |
| MUSC 3190 | Ensemble | 2 cr |
| MUSC 3470 | Major Practical Study | 6 cr |
| MUSC 3780 | Woodwind Techniques | 3 cr |
| MUSC 3790 | Brass Techniques | 3 cr |
| MUSC 4770 | Band and Orchestral Techniques 1 | 3 cr |
| | MUSC Elective | 3 cr |
| | Teachable Minor | 9 cr |
| | TOTAL: | 34 cr |

Fourth Year

| | | |
|-----------|---|-------|
| MUSC 3690 | Percussion Techniques | 3 cr |
| MUSC 3884 | Introduction to Jazz for Music Educators | 3 cr |
| MUSC 4180 | Ensemble | 2 cr |
| MUSC 4190 | Ensemble | 2 cr |
| MUSC 4470 | Major Practical Study | 6 cr |
| or | | |
| MUSC 4160 | Major Practical Study | 3 cr |
| and | MUSC Elective | 3 cr |
| MUSC 4780 | Band and Orchestral Techniques 2 | 3 cr |
| MUSC 4896 | Cultural Perspectives for Music Educators | 3 cr |
| | MUSC Electives | 6 cr |
| | Teachable Minor | 3 cr |
| | TOTAL: | 31 cr |

Bachelor of Music (Music Education)
5. Senior Years Choral Concentration
132 Credit Hours

First Year Core

| | | |
|---------------|------------------------------------|--------------|
| MUSC 1004 | Introduction to Music in History 1 | 3 cr |
| MUSC 1014 | Introduction to Music in History 2 | 3 cr |
| MUSC 1110 | Music Theory 1 | 3 cr |
| MUSC 1120 | Music Theory 2 | 3 cr |
| MUSC 1180 | Ensemble | 2 cr |
| MUSC 1190 | Ensemble | 2 cr |
| MUSC 1384 | Musicianship 1 | 2 cr |
| MUSC 1394 | Musicianship 2 | 2 cr |
| MUSC 1400 | Major Practical Study | 6 cr |
| | MATH Requirement | 3 cr |
| | W requirement | 3 cr |
| TOTAL: | | 32 cr |

Second Year

| | | |
|---------------|---|--------------|
| MUSC 2100 | Introduction to Music Teaching and Learning | 3 cr |
| MUSC 2110 | Music Theory 3 | 3 cr |
| MUSC 2120 | Music Theory 4 | 3 cr |
| MUSC 2180 | Ensemble | 2 cr |
| MUSC 2190 | Ensemble | 2 cr |
| MUSC 2384 | Musicianship 3 | 2 cr |
| MUSC 2394 | Musicianship 4 | 2 cr |
| MUSC 2400 | Major Practical Study | 6 cr |
| MUSC 2460 | Conducting | 3 cr |
| | Teachable Minor | 3 cr |
| | Music History Elective | 3 cr |
| | Music History Elective | 3 cr |
| TOTAL: | | 35 cr |

Third Year

| | | |
|-----------|---|-------|
| MUSC 3102 | Composition, Technology, and Improvisation for Music Educators | 3 cr |
| MUSC 3180 | Ensemble | 2 cr |
| MUSC 3190 | Ensemble | 2 cr |
| MUSC 3470 | Major Practical Study | 6 cr |
| MUSC 3770 | Vocal Techniques | 3 cr |
| MUSC 4750 | Choral Techniques 1 | 3 cr |
| MUSC 4760 | Choral Techniques 2 | 3 cr |
| | Teachable Minor | 12 cr |
| | TOTAL: | 34 cr |

Fourth Year

| | | |
|-----------|---|-------|
| MUSC 3360 | Topics in Music Education | 3 cr |
| MUSC 3730 | Early Music Development | 3 cr |
| or | | |
| MUSC 3884 | Introduction to Jazz for Music Educators | 3 cr |
| MUSC 4154 | Choral Repertoire | 3 cr |
| MUSC 4180 | Ensemble | 2 cr |
| MUSC 4190 | Ensemble | 2 cr |
| MUSC 4470 | Major Practical Study | 6 cr |
| or | | |
| MUSC 4160 | Major Practical Study | 3 cr |
| and | MUSC Elective | 3 cr |
| MUSC 4896 | Cultural Perspectives for Music Educators | 3 cr |
| | MUSC Electives | 6 cr |
| | Teachable Minor | 3 cr |
| | TOTAL: | 31 cr |

Bachelor of Music (Music Education)
6. Senior Years Choral Concentration
(With W or MATH Requirement as Teachable Minor)
132 Credit Hours

First Year Core

| | | |
|---------------|------------------------------------|--------------|
| MUSC 1004 | Introduction to Music in History 1 | 3 cr |
| MUSC 1014 | Introduction to Music in History 2 | 3 cr |
| MUSC 1110 | Music Theory 1 | 3 cr |
| MUSC 1120 | Music Theory 2 | 3 cr |
| MUSC 1180 | Ensemble | 2 cr |
| MUSC 1190 | Ensemble | 2 cr |
| MUSC 1384 | Musicianship 1 | 2 cr |
| MUSC 1394 | Musicianship 2 | 2 cr |
| MUSC 1400 | Major Practical Study | 6 cr |
| | MATH Requirement | 3 cr |
| | W requirement | 3 cr |
| TOTAL: | | 32 cr |

Second Year

| | | |
|---------------|---|--------------|
| MUSC 2100 | Introduction to Music Teaching and Learning | 3 cr |
| MUSC 2110 | Music Theory 3 | 3 cr |
| MUSC 2120 | Music Theory 4 | 3 cr |
| MUSC 2180 | Ensemble | 2 cr |
| MUSC 2190 | Ensemble | 2 cr |
| MUSC 2384 | Musicianship 3 | 2 cr |
| MUSC 2394 | Musicianship 4 | 2 cr |
| MUSC 2400 | Major Practical Study | 6 cr |
| MUSC 2460 | Conducting | 3 cr |
| | Teachable Minor | 3 cr |
| | Music History Elective | 3 cr |
| | Music History Elective | 3 cr |
| TOTAL: | | 35 cr |

Third Year

| | | |
|-----------|---|-------|
| MUSC 3102 | Composition, Technology, and Improvisation for Music Educators | 3 cr |
| MUSC 3180 | Ensemble | 2 cr |
| MUSC 3190 | Ensemble | 2 cr |
| MUSC 3470 | Major Practical Study | 6 cr |
| MUSC 3770 | Vocal Techniques | 3 cr |
| MUSC 4750 | Choral Techniques 1 | 3 cr |
| MUSC 4760 | Choral Techniques 2 | 3 cr |
| | MUSC Elective | 3 cr |
| | Teachable Minor | 9 cr |
| | TOTAL: | 34 cr |

Fourth Year

| | | |
|-----------|---|-------|
| MUSC 3360 | Topics in Music Education | 3 cr |
| MUSC 3730 | Early Music Development | 3 cr |
| or | | |
| MUSC 3884 | Introduction to Jazz for Music Educators | 3 cr |
| MUSC 4154 | Choral Repertoire | 3 cr |
| MUSC 4180 | Ensemble | 2 cr |
| MUSC 4190 | Ensemble | 2 cr |
| MUSC 4470 | Major Practical Study | 6 cr |
| or | | |
| MUSC 4160 | Major Practical Study | 3 cr |
| and | MUSC Elective | 3 cr |
| MUSC 4896 | Cultural Perspectives for Music Educators | 3 cr |
| | MUSC Electives | 6 cr |
| | Teachable Minor | 3 cr |
| | TOTAL: | 31 cr |

Bachelor of Music (Music Education)
7. Guitar/Strings Concentration
132 Credit Hours

First Year Core

| | | |
|---------------|------------------------------------|--------------|
| MUSC 1004 | Introduction to Music in History 1 | 3 cr |
| MUSC 1014 | Introduction to Music in History 2 | 3 cr |
| MUSC 1110 | Music Theory 1 | 3 cr |
| MUSC 1120 | Music Theory 2 | 3 cr |
| MUSC 1180 | Ensemble | 2 cr |
| MUSC 1190 | Ensemble | 2 cr |
| MUSC 1384 | Musicianship 1 | 2 cr |
| MUSC 1394 | Musicianship 2 | 2 cr |
| MUSC 1400 | Major Practical Study | 6 cr |
| | MATH Requirement | 3 cr |
| | W requirement | 3 cr |
| TOTAL: | | 32 cr |

Second Year

| | | |
|---------------|---|--------------|
| MUSC 2100 | Introduction to Music Teaching and Learning | 3 cr |
| MUSC 2110 | Music Theory 3 | 3 cr |
| MUSC 2120 | Music Theory 4 | 3 cr |
| MUSC 2180 | Ensemble | 2 cr |
| MUSC 2190 | Ensemble | 2 cr |
| MUSC 2384 | Musicianship 3 | 2 cr |
| MUSC 2394 | Musicianship 4 | 2 cr |
| MUSC 2400 | Major Practical Study | 6 cr |
| MUSC 2460 | Conducting | 3 cr |
| | Teachable Minor | 3 cr |
| | Music History Elective | 3 cr |
| | Music History Elective | 3 cr |
| TOTAL: | | 35 cr |

Third Year

| | | |
|-----------|---|-------|
| MUSC 3102 | Composition, Technology, and Improvisation for Music Educators | 3 cr |
| MUSC 3180 | Ensemble | 2 cr |
| MUSC 3190 | Ensemble | 2 cr |
| MUSC 3470 | Major Practical Study | 6 cr |
| MUSC 3894 | Guitar Techniques | 3 cr |
| or | | |
| MUSC 3800 | String Techniques | 3 cr |
| MUSC 4750 | Choral Techniques 1 | 3 cr |
| or | | |
| MUSC 4770 | Band and Orchestral Techniques 1 | 3 cr |
| | MUSC Elective | 6 cr |
| | Teachable Minor | 9 cr |
| TOTAL: | | 34 cr |

Fourth Year

| | | |
|-------------------|---|-------|
| MUSC 3730 | Early Music Development | 3 cr |
| MUSC 3884 | Introduction to Jazz for Music Educators | 3 cr |
| MUSC 4470 | Major Practical Study | 6 cr |
| or | | |
| MUSC 4160 | Major Practical Study | 3 cr |
| and | MUSC Elective | 3 cr |
| MUSC 4180 | Ensemble | 2 cr |
| MUSC 4190 | Ensemble | 2 cr |
| MUSC 4750 or 4760 | Choral Techniques 1 or 2 | 3 cr |
| or | | |
| MUSC 4770 or 4780 | Band and Orchestral Techniques 1 or 2 | 3 cr |
| MUSC 4894 | Advanced Guitar Techniques | 3 cr |
| or | MUSC Elective | 3 cr |
| MUSC 4896 | Cultural Perspectives for Music Educators | 3 cr |
| | Teachable Minor | 6 cr |
| TOTAL: | | 31 cr |

Bachelor of Music (Music Education)
8. Guitar/Strings Concentration
(With W or MATH Requirement as Teachable Minor)
132 Credit Hours

First Year Core

| | | |
|---------------|------------------------------------|--------------|
| MUSC 1004 | Introduction to Music in History 1 | 3 cr |
| MUSC 1014 | Introduction to Music in History 2 | 3 cr |
| MUSC 1110 | Music Theory 1 | 3 cr |
| MUSC 1120 | Music Theory 2 | 3 cr |
| MUSC 1180 | Ensemble | 2 cr |
| MUSC 1190 | Ensemble | 2 cr |
| MUSC 1384 | Musicianship 1 | 2 cr |
| MUSC 1394 | Musicianship 2 | 2 cr |
| MUSC 1400 | Major Practical Study | 6 cr |
| | MATH Requirement | 3 cr |
| | W requirement | 3 cr |
| TOTAL: | | 32 cr |

Second Year

| | | |
|---------------|---|--------------|
| MUSC 2100 | Introduction to Music Teaching and Learning | 3 cr |
| MUSC 2110 | Music Theory 3 | 3 cr |
| MUSC 2120 | Music Theory 4 | 3 cr |
| MUSC 2180 | Ensemble | 2 cr |
| MUSC 2190 | Ensemble | 2 cr |
| MUSC 2384 | Musicianship 3 | 2 cr |
| MUSC 2394 | Musicianship 4 | 2 cr |
| MUSC 2400 | Major Practical Study | 6 cr |
| MUSC 2460 | Conducting | 3 cr |
| | Teachable Minor | 3 cr |
| | Music History Elective | 3 cr |
| | Music History Elective | 3 cr |
| TOTAL: | | 35 cr |

Third Year

| | | |
|-----------|---|-------|
| MUSC 3102 | Composition, Technology, and Improvisation for Music Educators | 3 cr |
| MUSC 3180 | Ensemble | 2 cr |
| MUSC 3190 | Ensemble | 2 cr |
| MUSC 3470 | Major Practical Study | 6 cr |
| MUSC 3894 | Guitar Techniques | 3 cr |
| or | | |
| MUSC 3800 | String Techniques | 3 cr |
| MUSC 4750 | Choral Techniques 1 | 3 cr |
| or | | |
| MUSC 4770 | Band and Orchestral Techniques 1 | 3 cr |
| | MUSC Elective | 6 cr |
| | Teachable Minor | 9 cr |
| TOTAL: | | 34 cr |

Fourth Year

| | | |
|-------------------|---|-------|
| MUSC 3730 | Early Music Development | 3 cr |
| MUSC 3884 | Introduction to Jazz for Music Educators | 3 cr |
| or | | |
| MUSC 3360 | Topics in Music Education | 3 cr |
| MUSC 4470 | Major Practical Study | 6 cr |
| or | | |
| MUSC 4160 | Major Practical Study | 3 cr |
| and | MUSC Elective | 3 cr |
| MUSC 4180 | Ensemble | 2 cr |
| MUSC 4190 | Ensemble | 2 cr |
| MUSC 4750 or 4760 | Choral Techniques 1 or 2 | 3 cr |
| or | | |
| MUSC 4770 or 4780 | Band and Orchestral Techniques 1 or 2 | 3 cr |
| MUSC 4894 | Advanced Guitar Techniques | 3 cr |
| or | MUSC Elective | 3 cr |
| MUSC 4896 | Cultural Perspectives for Music Educators | 3 cr |
| | MUSC Elective | 3 cr |
| | Teachable Minor | 3 cr |
| TOTAL: | | 31 cr |

SUMMARY SHEET

Desautels Faculty of Music

Deletions:

| | | |
|-----------|----------------------|------|
| MUSC 3130 | Music for Children 1 | -6.0 |
| MUSC 3140 | Music for Children 2 | -6.0 |
| MUSC 4350 | Music for Children 3 | -6.0 |

Introductions:

| | | |
|-----------|---|------|
| MUSC 2100 | Introduction to Music Teaching and Learning | +3.0 |
| MUSC 3102 | Composition, Technology and Improvisation for Music Educators | +3.0 |
| MUSC 3106 | Orff-Schulwerk 1 | +3.0 |
| MUSC 3108 | Kodály Music Education 1 | +3.0 |
| MUSC 4894 | Advanced Guitar Techniques | +3.0 |
| MUSC 4896 | Cultural Perspectives for Music Educators | +3.0 |

NET CHANGE IN CREDIT HOURS: 0.0

Bachelor of Music (Music Education)

Appendix d)

Any new academic regulations

There are no new academic regulations for the proposed Bachelor of Music (Music Education) program.

Bachelor of Music (Music Education)

Appendix e)

Letters of support (internal and external):

Dean, Faculty of Education

Senior Stick, Faculty of Music Student Association

President, Manitoba Music Educators' Association



UNIVERSITY
OF MANITOBA | Faculty of Education

Office of the Dean
225 Education Building
Winnipeg, Manitoba
Canada R3T 2N2
Telephone (204) 474-9001
Facsimile (204) 474-7551
dean.education@umanitoba.ca

May 26, 2017

Dr. Edmund Dawe, Dean
Desautels Faculty of Music
Winnipeg, MB R3T 2N2

Dear Dr. Dawe:

It is my pleasure to provide a letter of support for the proposed Bachelor of Music (Music Education) program. As our two faculties have been closely linked for the past number of years, it is my belief that this new program coupled with our After-Degree Bachelor of Education will strengthen the Music Education programs at the University of Manitoba and Music education in schools in the province.

As we are currently in a suspension of admission for the Integrated Bachelor of Music/Bachelor of Education, with the intention of discontinuing the program, I am pleased that the Desautels Faculty of Music has developed a proposed program that would address this gap. From my understanding, the proposed program will address some of the concerns with the Integrated B.Mus./B.Ed. program.

For example, when students in the Integrated program graduate, they do so at a Level 5 Classification with the Manitoba Teachers' Society, however, they have essentially completed a 6-year degree (174 required credit hours). The new program would have these students graduate at a Level-6 Classification in recognition of their new 4-year Bachelor of Music degree followed by a 2-year After-Degree Bachelor of Education.

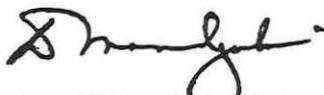
Also of note, given the changes to both the music and education programs over recent years, the pathway through the current Integrated program is very challenging given the degree requirements for specialization in both programs. This new program would allow students to fulfil these requirements much more simply and also alleviate tremendous workload and overlap for staff in regards to scheduling.

Students who choose to pursue a Bachelor of Education following their 4-year Bachelor of Music (Music Education) will then be better integrated into the Bachelor of Education program and will have had the opportunity to complete all of their breadth requirements prior to their Education program. These changes will provide Bachelor of Music students with a stronger foundation to enter into the Education program and also a stronger support once they are admitted to the B.Ed. program. Currently, the straddling of two programs often leads to students struggling to find an identity with the Faculty of Education as teacher candidates.

I also believe that this proposed Bachelor of Music (Music Education) program will provide a better structured and paced program for students wishing to pursue a career in Music Education. With our two faculties working collaboratively, student experience can be improved and students can be classified appropriately following their graduation.

I support this proposed Bachelor of Music (Music Education) program and look forward to working with the Desautels Faculty of Music in its development.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Mandzuk', with a stylized flourish at the end.

David Mandzuk, Ph.D.
Dean
Faculty of Education

Dr. Edmund Dawe
Dean, Desautels Faculty of Music
T307 Tache Arts Complex
University of Manitoba
R3T 2N2

September 24, 2017

Dear Dr. Dawe,

On behalf of the student body, the Faculty of Music Students Association (FMSA) fully supports the creation of the new Bachelors of Music Education program in Fall 2018. The current integrated dual degree program has many shortcomings, including the unreasonable amount of stress resulting from fitting six years of classes into five, and the fact that graduates from the program are not paid as much as their colleagues who do not complete an integrated program. We are confident that the restructuring of the program will fix these problems, as well as add new features that will improve the educational experience for students.

With mandatory classes in music technology and cultural perspectives in music, the new program prepares students for situations they will face as modern music educators. The innovative "Edulab" ensemble turns theory into practice, and allows students to collaborate and try new things. Finally, with more elective choices and an added guitar stream, students can tailor their degree to their individual strengths instead of being forced to take classes that are not relevant to their interests.

While the new degree program will be a great addition to the Desautels Faculty of Music, it will not be possible without strong support from the University, and consistent communication between the music and education faculties. We are optimistic that this program will set students up for a rewarding career in music education.

Sincerely,

A handwritten signature in black ink, appearing to be 'M. Warriner', with a long horizontal line extending to the right.

McKenzie Warriner
Senior Stick
Faculty of Music Students' Association
Desautels Faculty of Music



MANITOBA MUSIC EDUCATORS' ASSOCIATION
L'ASSOCIATION MANITOBAINE DES ÉDUCATEURS DE MUSIQUE
83 CELTIC BAY, WINNIPEG, MB R3T 2W8

Karen Tole-Henderson
President

Eric Marshall
Past President

Jewel Casselman
Manitoba Orff Chapter

Alice Cameron
Manitoba Choral Association

Jennifer Shead
Manitoba Band Association

Jordan Laidlaw
Manitoba Classroom Guitar
Association

Darryl Ferguson
Board Member

Robert Chrol
Board Member

Virginia Helmer
Board Member

Dr. Edmund Dawe, Dean
Desautels Faculty of Music
University of Manitoba
Room T307
136 Dafoe Road
Winnipeg, MB R3T 2N2

September 25, 2017

Dear Dr. Dawe

On behalf of the Manitoba Music Educators' Association (MMEA), I would offer support and recommendations for the proposed Bachelor of Music (Music Education) program that would be followed by a two year After Degree Program in Education.

The MMEA believes that the proposed program with a four-year Bachelor of Music (Music Education) and a two year After Degree in Education (4 + 2) will assist to alleviate many challenges that students have experienced in the Integrated Bachelor of Music/Bachelor of Education program. The Concentration degree models presented to our committee on May 3, 2017, represent a good redesign of the program for future Music Educators.

As the new Bachelor of Music (Music Education) program moves forward, there is a need for ongoing consultation with the broader Music Education community in Manitoba to ensure that the 4 +2 model will continue to properly equip graduates for music teaching in Manitoba classrooms. As the demands of our profession continue to change, we would appreciate the opportunity for representatives from the MMEA, Manitoba Band Association, Manitoba Choral Association, Manitoba Classroom Guitar Association, Manitoba Orff Chapter, and Association of Music Administrators of Manitoba to meet with representatives of the Desautels Faculty of Music and the Faculty of Education to continue our dialogue, offer input and to assist in the development and success of the new program in future years.

Thank you for your time and consideration. The MMEA Board looks forward to working together with you and the University of Manitoba as this project moves forward.

Sincerely,

Karen Tole-Henderson
MMEA President

Bachelor of Music (Music Education)

Appendix f)

Library statement of support



UNIVERSITY
OF MANITOBA

University of Manitoba Libraries

Statement for New Programme

Libraries

Faculty

Desautels Faculty of Music

Programme

Bachelor of Music (Music Education)

Statement

The Libraries' collection can support this new programme, as it was described in the documents provided.

The proposed Bachelor of Music (Music Education) replaces the former integrated Bachelor of Music/Bachelor of Education program. Most of the coursework for students remains the same in the proposed programme, with the addition of six new courses listed below. The Libraries' collections can support these new courses, and it is not expected that the other changes will affect the Libraries' ability to support the programme.

MUSC 2100 Introduction to Music Teaching and Learning

MUSC 3102 Composition, Technology, and Improvisation for Music Educators

MUSC 3108 Orff Schulwerk 1

MUSC 3108 Kodaly Music Education 1

MUSC 4894 Advanced Guitar Techniques

MUSC 4896 Cultural Perspectives for Music Educators

Janneka Guise

Head, Eckhardt-Gramatté Music Library

Kerry Macdonald

Acting AUL Academic Engagement Services

Kristen Kruse

Kristen Kruse

Acting Coordinator, Collections Management

Mary-Jo Romanuk

Mary-Jo Romanuk

University Librarian

23 Jan 17

Date

cc Kyle Feenstra, Education and History Librarian

Nicole Michaud-Ostryk, Head, Elizabeth Dafoe Library

Bachelor of Music (Music Education)

Appendix g)

Transition plan

This proposal is a restructuring of an existing program with the majority of required and elective Music and Music Education courses for the new model being offered in the current Integrated Bachelor of Music/Bachelor of Education program. This helps significantly in facilitating a transition plan.

Current Integrated Bachelor of Music/Bachelor of Education students:

Students enrolled in the current Integrated program, including students admitted to the program for September 2017, will be able to complete their Integrated degree requirements.

Students planning to enrol in the proposed new program:

If there are current first-year Bachelor of Music students who decide to enrol in the proposed new Bachelor of Music (Music Education) degree, they will complete the core program required of all Bachelor of Music students in 2017-18, and enter Year 2 of the new Bachelor of Music (Music Education) program in September 2018 when the program commences. In 2018, the Faculty would therefore offer the only required new second-year course in the proposed program: MUSC 2100 Introduction to Music Teaching and Learning. This would enable uninterrupted progress of current first-year students through the new program. Two summer session courses, MUSC 3106 Orff-Schulwerk and MUSC 3108 Kodály Music Education can be offered if needed in the summer of 2019.

Furthermore, if the new Bachelor of Music (Music Education) program were delayed one year and commenced in September 2019, MUSC 2100 could be taught in 2018-19 as a MUSC 3360 Topics in Music Education course to ensure that students do not fall behind and can enter the third year of the proposed program in the fall of 2019. That year, the Faculty would also introduce the new required third-year course in all Concentrations: MUSC 3102 Composition, Technology and Improvisation for Music Educators.

Given that the majority of courses for the proposed new model are currently offered in the Integrated program, and the relatively small number of new course offerings in the proposed model, there is considerable flexibility to accommodate possible transition scenarios.

Report of the Senate Committee on Course and Curriculum Changes RE: Proposal for a Bachelor of Music (Music Education), Desautels Faculty of Music

Preamble

1. The terms of reference for the Senate Committee on Curriculum and Course Changes (SCCCC) are found on the website at:
http://www.umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/497.htm.
2. At its meeting on November 15, 2017, the SCCCC considered a proposal from the Desautels Faculty of Music to establish a Bachelor of Music (Music Education).
3. The proposed B.Mus.(Mus.Ed.) program would replace the Integrated Bachelor of Music/Bachelor of Education degree, which is a five-year degree that is currently offered by the Faculties of Music and Education. Admissions to the latter program have been temporarily suspended, for the period July 2017 – July 2018 (Senate, October 4, 2017). Pending approval and implementation of the B.Mus.(Mus.Ed.), the Faculty of Music would bring forward a proposal to close the Integrated B.Mus./B.Ed. degree.

Observations

1. The proposed B. Mus.(Mus.Ed.) would be a four-year degree program that would require students to complete 132 credit hours of course work that would include: (i) Year 1 requirements common to all Bachelor of Music degrees in the Faculty; (ii) core Music and Music Education courses, including MUSC 2100 – Introduction to Music Teaching and Learning, MUSC 3102 Composition, Technology, and Improvisation for Music Educators, and MUSC 4896 – Cultural Perspectives for Music Educators; (iii) breadth (Early/Middle Years only) and teachable minor requirements, as mandated by the province; and (iv) a requirement that students complete one of four concentrations in Early/Middle Years, Senior Years Choral, Senior Years Instrument, or Guitar/Strings.
2. The curriculum would prepare graduates for the music teaching profession, which has changed significantly since the Integrated B.Mus./B.Ed. degree was introduced in 1984, by preparing them for the possibilities that they would be teaching multiple grade levels and/or a combination of instrumental, choral, and guitar, in one or more schools. It would also meet the current requirements of the Manitoba music curriculum by providing education in the areas of creativity, improvisation, technology, and cultural diversity.
3. Graduates of the four-year B.Mus.(Mus.Ed.) would subsequently complete the two-year Bachelor of Education degree in the Faculty of Education, where they would complete the provincial requirements for Aboriginal and Indigenous education, special needs and diversity education, and mathematics. These individuals would be required to apply to the B.Ed. program (i.e. admission would not be automatic based on graduation from the B.Mus.(Mus.Ed.)). The SCCCC was informed that the Faculty of Education had confirmed that Music students were consistently among the strongest applicants to the B.Ed. program in any given year. Given this, it was anticipated that most graduates of the B.Mus.(Mus.Ed.) would qualify for admission to the B.Ed. based on their competitive Admission Grade Point Averages.

4. The establishment of the B.Mus.(Mus.Ed.) program would require the introduction of six (6) courses (18 credit hours), as outlined in the proposal. Otherwise, the program would make use of existing courses in the Faculty of Music.
5. A maximum of fifteen (15) students would be admitted to the program annually.
6. The Faculty of Music has developed a transition plan, to transition students from the existing Integrated B.Mus./B.Ed. program to the proposed B.Mus.(Mus.Ed.), as outlined in section D-7 and Appendix G of the proposal. Students admitted to the Integrated B.Mus./B.Ed. program in the Fall 2017 or earlier would be able to complete this degree. Students admitted to the B.Mus. program in the Fall 2017 who wished to transfer to the B.Mus.(Mus.Ed.) would transfer into Year 2 of the program, pending implementation of the program for the Fall 2018. If the program were implemented for the Fall 2019, students would transfer into Year 3.

Recommendation

The Senate Committee on Curriculum and Course Changes recommends:

THAT Senate approve and recommend to the Board of Governors that it approve the establishment of a Bachelor of Music (Music Education), in the Desautels Faculty of Music.

Respectfully submitted,

Professor Greg Smith, Chair
Senate Committee on Curriculum and Course Changes

Report of the Senate Planning and Priorities Committee on a Proposal to Establish a Bachelor of Music (Music Education), Desautels Faculty of Music

Preamble:

1. The terms of reference of the Senate Planning and Priorities Committee (SPPC) are found on the website at http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/508.html wherein SPPC is charged with making recommendations to Senate regarding proposed academic programs and is further charged with making recommendations to the President and reporting to Senate on matters requiring prioritization including the prioritization of new or modified programs with significant resource requirements.
2. At its meeting on November 27, 2017, the SPPC considered a proposal to establish a Bachelor of Music (Music Education) in the Desautels Faculty of Music.
3. The proposed program would replace the Integrated Bachelor of Music / Bachelor of Education degree program, which is a five-year degree program offered by the Faculties of Music and Education. Admissions to the Integrated B.Mus./B.Ed. degree were temporarily suspended for the period July 2017 – August 2018 (Senate, October 4, 2017). Pending approval and implementation of the B.Mus.(Mus.Ed.), the Faculty of Music would bring forward a proposal to close the Integrated B.Mus./B.Ed. degree.

Observations:

1. The proposed Bachelor of Music (Music Education) would be a four-year degree program that would require students to complete 132 credit hours of course work that would include: (i) Year 1 requirements common to all Bachelor of Music degrees in the Faculty; (ii) core Music and Music Education courses, including MUSC 2100 – Introduction to Music Teaching and Learning, MUSC 3102 Composition, Technology, and Improvisation for Music Educators, and MUSC 4896 – Cultural Perspectives for Music Educators; (iii) breadth (Early/Middle Years only) and teachable minor requirements, as mandated by the province; and (iv) a requirement that students complete one of four concentrations in Early/Middle Years, Senior Years Choral, Senior Years Instrument, or Guitar/Strings.
2. The program would prepare graduates for the music teaching profession, which has changed significantly since the Integrated B.Mus./B.Ed. degree was introduced in 1984, by preparing them for the possibilities that they would be teaching multiple grade levels and/or a combination of instrumental, choral, and guitar, in one or more schools. It would also meet the current requirements of the Manitoba music curriculum by providing education in the areas of creativity, improvisation, technology, and cultural diversity.
3. A maximum of fifteen (15) students would be admitted to the program each year.
4. Establishment of the program would require the introduction of six (6) courses totaling eighteen (18) credit hours, as described in the proposal. Otherwise, the proposed program would make use of courses already offered by the Faculty of Music. As part of the proposal, the Faculty would also delete three (3) existing 6 credit hour courses. Thus, the net change in credit hours would be nil.

5. The total cost of delivering the program would be \$579,170, in Year 4, assuming an annual intake of twelve (12) students. The Faculty would not require new resources from the province to offer the program. Revenue to support the program would be derived from the following sources (as of Year 4):
 - tuition and course fees, which would generate \$243,001 and \$8,766, respectively, assuming an annual intake of 12 students;
 - a reallocation of internal Faculty funds (\$309,652) currently used to support the Integrated B.Mus./B.Ed. program.
6. Revenues identified in observation 5 would be allocated to (i) salary and benefits for new and existing staff, including 4.0 FTE Sessional Instructors (new; \$25,200), 0.20 Academic Administrators (existing; \$25,034), 4.15 FTE Academic Staff (reallocated; \$431,481), and 0.2 FTE Teaching Assistants (existing; \$16,349); (ii) annual costs for the purchase, rental, and repair of musical instruments (\$5,000) for MUSC 3102; and (iii) one-time costs (\$55,000 over three years) for the purchase of musical instruments for MUSC 3102 that are not available through manufacturer or retail rental programs.
7. The Desautels Faculty of Music has sufficient teaching and rehearsal spaces in Taché Hall and state-of-the-art facilities, including a recording studio, a composition studio, and a multimedia lab.
8. The University Library has indicated that it could support the proposed program, including the six course introduction, with the existing collections.
9. At its meeting on January 29, 2018, and on the basis of the SPPC's criteria for assigning priority to new programs / initiatives,¹ the Committee recommended that a high priority level be assigned to the proposal for a Bachelor of Music (Music Education), as the proposed program would be essential to the Desautels Faculty of Music's duty to the province to train music educators.

Recommendation

The Senate Planning and Priorities Committee recommends:

THAT Senate approve and recommend to the Board of Governors that it approve the proposal to establish a Bachelor of Music (Music Education). The Senate Committee on Planning and Priorities recommends that the Provost and Vice-President (Academic) not implement the program until satisfied that there would be sufficient space and sufficient funding to support the ongoing operation of the program.

Respectfully submitted,

Ada Ducas, Chair
Senate Planning and Priorities Committee

¹ http://umanitoba.ca/admin/governance/media/SPPC_Assigning_Priorities_to_New_Programs-Initiatives.pdf

Report of the Faculty Council of Graduate Studies on Program and Curriculum Changes

Preamble:

1. The Faculty of Graduate Studies has responsibility for all matters relating to the submission of graduate course, curriculum and program changes. Recommendations for new programs or changes are submitted by the Faculty Council of Graduate Studies for the approval of Senate.
2. The Faculty Council of Graduate Studies met on February 17, 2017 to consider a proposal from the Dept. of Physics & Astronomy.

Observations

1. The **Dept. of Physics & Astronomy** proposes program changes to its M.Sc. and Ph.D. Medical Physics program, primarily clarifying both course work and non-course work requirements to fully meet CAMPEP accreditation guidelines.

Background:

Medical Physics is a multidisciplinary field that bridges Physics, Medicine, and Engineering. Medical Physicists apply their knowledge and methodology of the science of physics to all aspects of medicine, conduct research, develop or improve theories and address problems related to diagnosis, treatment, and rehabilitation of human disease (International Labour Organisation, Geneva, Switzerland). Clinical Medical Physicists are certified and provide essential services in health care. There are approximately 430 certified medical physicists in Canada today who have this highly specialized knowledge and support key areas of health care delivery including therapy (mainly cancer treatment with radiation), and diagnostic imaging covering x-ray, nuclear medicine, and magnetic resonance imaging. The typical career path for this field includes a B.Sc. in physics then a graduate degree either at the M.Sc. or Ph.D. level that provides didactic knowledge and research training. This education is followed by clinical medical physics residency training that, in North America, is generally a two-year term of intense clinical training. After this lengthy training process, the individual can challenge the national certification exam (comprising written and oral components) offered by the Canadian College of Physicists in Medicine, following which they would be eligible for a clinical appointment. Other career paths include academia and industry.

CAMPEP (Commission on Accreditation of Medical Physics Education Programs) is a nonprofit organization whose objectives are the review and accreditation of educational programs in medical physics. CAMPEP's mission is to promote consistent, high-quality education of medical physicists by evaluating and accrediting Graduate programs, Residency programs, and Continuing Education programs (providing ongoing, 'in-career' education) that meet high standards established by CAMPEP in collaboration with its sponsoring organizations. The Canadian Organization of Medical Physicists, the professional body representing medical physicists in this country, is a major sponsor. In today's medical physics graduate education landscape, CAMPEP accreditation is essentially mandatory to allow the University of Manitoba to compete for the best and brightest students in this field.

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

CAMPEP performs a comprehensive review of the applying program, achieved through document review and an on-site visit. For Graduate education programs, this includes the following major topics: Program Goal and Objectives, Program Structure and Governance, Program Director and Faculty, Institutional Support, Educational Environment, Scholarly Activities, and the Graduate Curriculum. If CAMPEP standards are not met, the program does not gain accreditation.

Recent History of the Medical Physics Graduate Program at the U of M:

The Medical Physics Graduate Program at the University of Manitoba obtained its initial CAMPEP accreditation in 2008. Accreditation is valid for five years, at which time re-accreditation is required. The re-accreditation process took place in 2013, at which time several modifications for program improvement were proposed to CAMPEP. These proposals were viewed favourably by CAMPEP and the program's accreditation through to 2018 was renewed, with the understanding that the proposed changes would be implemented in a reasonable time frame.

Summary of Proposed Changes to the Medical Physics Graduate Program:

The proposed changes address shortcomings identified at CAMPEP's re-accreditation in 2013. The changes are reasonably minor and include:

1. Formalizing a 3.0 credit hour graduate course on x-ray imaging that has been taught consistently over the last nine years as an "advanced topics" course (PHYS 7420 Physics of X-ray Imaging, passed by Senate, May 2016)
2. Adding a new elective 3.0 credit hour graduate course on the Physics of Nuclear Medicine, a topic that has not been directly taught in the program previously (PHYS 7430 Physics of Nuclear Medicine, passed by Senate, May 2016)
3. Adjusting content of pre-existing graduate courses to remove overlap with the two new courses mentioned above
4. Utilizing new Biomedical Engineering graduate courses in Functional Anatomy (ANAT 7014) and Foundations in Physiology (BME 7012) in place of former undergraduate courses in Anatomy (BIOL 1410) and Physiology (BIOL 1412). These courses are now required by CAMPEP whereas previously they were not mandatory. This fact, as well as the BME courses being 2.0 credit hours each (instead of 3.0) has necessitated some additional flexibility to incorporate into the program.
5. Formalizing the course expectations for Ph.D. students so the degree meets CAMPEP requirements (note that these expectations were not explicitly defined in the initial accreditation of 2008)
6. Formalizing the documentation for medical physics students to fulfill the CAMPEP accredited program, including both course and non-course requirements (this is in the form of a task completion checklist)
7. Providing students with a signed document that indicates they have successfully completed all program requirements

The proposed changes are beneficial to both the students and the department. Mainly they are focused on clarifying both course work and non-course work requirements to fully meet CAMPEP accreditation guidelines.

Proposed Changes in Detail:

a. Use of appropriate graduate level anatomy/physiology course offerings:

Until now, undergraduate courses BIOL 1410 (Anatomy) and BIOL 1412 (Physiology) were being used as an elective option for medical physics students. These courses were not ideal as they were general-purpose first year courses on these topics. With the recent development of the Biomedical Engineering program, two new course offerings are available that are more suited to satisfying the CAMPEP accreditation requirements. The Biomedical Engineering graduate courses in Functional Anatomy (ANAT 7014) and Foundations in Physiology (BME 7012) will provide appropriate didactic content for the medical physics graduate students. Students who have not previously had appropriate undergraduate training in Anatomy and Physiology will be required to take these courses. Since these courses are two credit hours each, the total number of credit hours required for the comprehensive medical physics CAMPEP accredited M.Sc. degree could vary from a minimum of 36 credit hours (for students who have taken Anatomy and Physiology at an undergraduate level and require two electives) to a maximum of 37 credit hours (for those who are required to take both Anatomy and Physiology plus one elective).¹

b. Formalized course expectations for Ph.D. students:

Appendix A contains a detailed description of how the program will look with the proposed changes. The required and elective course work is described and the requirements for CAMPEP accreditation are now very clear, for both the comprehensive M.Sc. students and Ph.D. students. Previously, in the initial 2008 accreditation, the M.Sc. CAMPEP course requirements were clear, but the CAMPEP course requirements for Ph.D. students were not well defined. The new proposal provides unambiguous guidance to Ph.D. students and supervisors within the program.

c. Improved Documentation:

Finally, several non-course credit tasks are now formalized as part of the program. These include items such as WHIMS, Radiation Safety, and PHIA training, where university credits are not available. These items, together with the coursework and research requirements, are now formalized into a program checklist for each student. The checklist document is provided in Appendix B. This document will also provide clear guidance on expectations for students and supervisors within the program.

Final Comments:

These improvements are required ahead of the next CAMPEP accreditation renewal process and are critical to maintaining and growing student enrollment (see Figure 1). These changes will ensure that the program maintains CAMPEP accreditation while offering students a rigorous program that provides both breadth and depth of knowledge.

A letter of support was obtained from Dr. Zahra Moussavi, Director, Biomedical Engineering Program, stating that students in the Medical Physics Graduate Program may access courses in the Biomedical Engineering Graduate Program. This is a reciprocal relationship since students in the BME Graduate Program have permission to access courses in the Medical Physics

Graduate Program.

The specific edits have been made to the relevant sections of the Physics and Astronomy graduate supplemental regulations and are available in FGS upon request.

Recommendations

The Faculty Council of Graduate Studies recommends THAT: the program changes from the unit listed below be approved by Senate:

Dept. of Physics & Astronomy

Respectfully submitted,

Todd A. Mondor, Chair
Faculty Council of Graduate Studies

/ak
1

¹ Reported on the course changes to Senate on January 24, 2018.

Fig. 1

University of Manitoba Medical Physics Graduate Program

Recent Statistics for M.Sc. Degree in Medical Physics, 2010-2014

| Year | Admissions | | | | | Initial Placement | | | | | |
|------|----------------|-------------------------|-------------|-------------------|----------------|-------------------|-------------------------|----------|--------|---------------------|-------|
| | # of Enquiries | # of Invited Applicants | # of Offers | # of Matriculants | # of Graduates | Residency | Advanced Degree Program | Industry | Clinic | Academic / Research | Other |
| 2010 | 54 | 8 | 5 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2011 | 47 | 12 | 6 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 |
| 2012 | 71 | 6 | 3 | 2 | 1 | 0 | 0 | 1 | 0 | 0 | 0 |
| 2013 | 70 | 9 | 6 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2014 | 58 | 8 | 3 | 4 | 2 | 0 | 1 | 0 | 0 | 1 | 0 |

Recent Statistics for Ph.D. Degree in Medical Physics, 2010-2014

| Year | Admissions | | | | | Initial Placement | | | | | |
|------|----------------|-------------------------|-------------|-------------------|----------------|-------------------|-------------------------|----------|--------|---------------------|-------|
| | # of Enquiries | # of Invited Applicants | # of Offers | # of Matriculants | # of Graduates | Residency | Advanced Degree Program | Industry | Clinic | Academic / Research | Other |
| 2010 | 50 | 7 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2011 | 50 | 4 | 0 | 0 | 2 | 2 | 0 | 0 | 0 | 0 | 0 |
| 2012 | 46 | 7 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 0 | 0 |
| 2013 | 54 | 7 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 |
| 2014 | 41 | 5 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Medical Physics Graduate Program - Course Outline

Effective Date TBA

| Comprehensive M.Sc. (36 credit hours required beyond Hons. B.Sc.) | Required by CAMPEP | | | | | Required Comprehensive M.Sc. Medical Physics Courses | | | | | | | | | | Select 1-2 courses from these 4 courses | | | |
|---|--|--|---|--|--|---|---|--|--|---|---|---|--|--|--|--|--|---|--|
| Research based M.Sc. (12 credit hours beyond Hons. B.Sc.) | Required by CAMPEP (See Note 1.) | | | | | Recommended that the student select 3-4 courses from these courses | | | | | | | | Required for Comprehensive M.Sc. Students. Research based M.Sc. And Ph.D. students should not register for these courses | Electives | | | | |
| Ph.D. (Focus on Therapy) (24 credit hours required beyond Hons. B.Sc.) | Required by CAMPEP | | | | | Required Courses | | | | | Electives | | | | Elective | Select at least 1 | Required | | |
| Ph.D. (Focus on Imaging) (24 credit hours required beyond Hons. B.Sc.) | Required by CAMPEP | | | | | Required Courses | | | | Elective | Select at least 1 of these 3 courses | | | | | | | Elective | Select at least 1 |
| Note 1: The Research based M.Sc. Program does not meet all the requirements for CAMPEP accreditation and students intending to become clinical medical physicists will have to complete all required and elective courses as part of their Ph.D. | Medical Physics Orientation | Medical Physics Journal Club | RSNA or CORE training in Ethics | BME 7012 Physiology or equivalent | BME 7014 Anatomy or equivalent | PHYS 7360 Med. Rad. Physics | PHYS 7380 Radiation Biology | PHYS 7390 Radiation Protection | PHYS 7400 Linear Systems for Imaging | PHYS 7370 Radiation Therapy Physics | PHYS 7410 Diagnostic Methods | PHYS 7420 Physics of X-ray Imaging | PHYS 7430 Physics of Nuclear Medicine | PHYS 7460 Imaging & Radiation Protection Labs | PHYS 7470 Radiation Therapy Labs | PHYS 4250/7740 Comp. Physics | PHYS 7590 E&M Theory | | |
| Credits | 0 | 0 | 0 | 2 | 2 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 | 3 |
| Pre-requisites and Co-requisites | Registration as a Medical Physics Student | Registration as a Medical Physics Student | Registration as a Medical Physics Student | Approval of BME Program | Approval of BME Program | | | | | PHYS 7360 | PHYS 7400 | PHYS 7400 | | PHYS 7400 - M.Sc. Comprehensive Student | PHYS 7360 - M.Sc. Comprehensive Student | | | PHYS 7590 or consent of program | PHYS 4380 (C+) |
| Key Topics (bold where changed) | 1. PHIA and FIPPA Training 2. Radiation Safety 3. Fire and Electrical Safety 4. WHIMIS and MDS Training | 1. Journal Club 2. Presentation Skills. | | Electro-physiology, Cardio-vascular, Respiratory, Renal / Gi / Endocrine, Muscle structure, physiology and mechanics, Neuroscience | Function and structure of bone, joints, muscle, nerves, blood vessels; Musculo-skeletal Anatomy, Neuro-Anatomy | Production and interaction of radiation beams. Cross taught with PHYS 4360. Core physics Ph.D. course | The interaction of ionizing and non-ionizing radiations with living systems | Radiation Protection and Health Physics related to exposure to ionising and non-ionising radiation | Fundamental principles of image formation, analysis of medical images. Cross taught with PHYS 4400 | The calculations and dosimetry needed to determine the radiation dose distribution to patients receiving radiotherapy | Signal acquisition, processing, reconstruction and techniques in magnetic resonance imaging and ultrasound. | Image acquisition, processing, and reconstruction techniques in planar X-ray, Mammography and Computed Tomography | Nuclear Physics, Isotope Production, Gamma Camera, SPECT, PET, Image procession and reconstruction | Hands-on experience with equipment, clinical techniques and methods of analysis in medical imaging and health physics | Hands-on experience with equipment, clinical techniques and methods of analysis in radiotherapy. | Application of numerical methods and programming skills to physics problems. Monte Carlo methods | Maxwell's equations, EM potentials, conservation laws, Green function methods, diffraction theory, radiating systems | Wave guides and resonant cavities, charged particles collision theory, Brems-strahlung, radiation of moving charged particles | Concepts and foundations of quantum mechanics, time dependent perturbation theory including interaction with EM fields and scattering. |
| Instructors (subject to change) | Dahlin - coordinator | Ingleby Pistorius | | | | Rivest, Alpuche or Pistorius | van Uytven, TBA | Fife, Niven | Rickey, Ingleby or Elbakri | Rivest, Alpuche | Rickey, Ryner | Elbakri, Ingleby | Goertzen, Pistorius or Eustace | Fife, Eustace | Venkatar-aman, Sasaki | | | | |



UNIVERSITY OF MANITOBA

DEPARTMENT OF PHYSICS AND ASTRONOMY MEDICAL PHYSICS PROGRAM CAMPEP COMPLETION CHECK LIST

Student Name (LAST, First) _____

Student Number _____

Program Start Date (mm/yyyy) _____

We hereby acknowledge that the above named student has:

| | |
|--------------------------|---|
| <input type="checkbox"/> | Provided evidence of having completed PHIA & FIPPA training |
| <input type="checkbox"/> | Provided evidence of having completed Radiation Safety training |
| <input type="checkbox"/> | Provided evidence of having completed Fire and Electrical Safety training |
| <input type="checkbox"/> | Provided evidence of having completed WHMIS and MDS training |
| <input type="checkbox"/> | Demonstrated 70%+ attendance with presentations at Journal Club (minimum of two years) |
| <input type="checkbox"/> | Demonstrated satisfactory oral and written communication skills |
| <input type="checkbox"/> | Provided evidence of having completed both TCPS 2: CORE training and RSNA Online Modules on Ethics and Professionalism |
| <input type="checkbox"/> | Provided evidence of having passed GRAD 7500 – Training in Scientific Integrity (or equivalent) |
| <input type="checkbox"/> | Provided evidence of having passed ANAT 7014 – Functional Human Anatomy (or equivalent) |
| <input type="checkbox"/> | Provided evidence of having passed BME 7012 – Foundation in Physiology (or equivalent) |
| <input type="checkbox"/> | Provided evidence of having passed PHYS 7360 – Medical Radiation Physics (or equivalent) |
| <input type="checkbox"/> | Provided evidence of having passed PHYS 7380 – Radiation Biology (or equivalent) |
| <input type="checkbox"/> | Provided evidence of having passed PHYS 7390 – Radiation Protection (or equivalent) |
| <input type="checkbox"/> | Provided evidence of having passed PHYS 7400 – Linear Systems for Imaging (or equivalent) |
| <input type="checkbox"/> | Provided evidence of having passed at least ONE of the following: PHYS 7370 – Radiation Therapy Physics (or equivalent) PHYS 7410 – Diagnostic Methods (or equivalent) PHYS 7422 – Physics of X-ray Imaging (or equivalent) PHYS 7430 – Physics of Nuclear Medicine (or equivalent) |

| | |
|--------------------------|---|
| <input type="checkbox"/> | Completed all the required courses/exams identified in the UM Medical Physics Graduate Program Course Outline and Supplementary Regulations |
| <input type="checkbox"/> | Provided evidence of satisfactory completion of the Research Project / Thesis |
| <input type="checkbox"/> | Demonstrated satisfactory completion of Physics Graduate Degree Requirements |

and therefore has successfully completed the Commission on Accreditation of Medical Physics Education Programs (CAMPEP) Accreditation Standards.

Approved by:-

Chair: MPAC Examination Subcommittee

| | | |
|------------|-----------|------|
| | | |
| Print Name | Signature | Date |

Director: Medical Physics Academic Program

| | | |
|------------|-----------|------|
| | | |
| Print Name | Signature | Date |

Head: Department of Physics and Astronomy

| | | |
|------------|-----------|------|
| | | |
| Print Name | Signature | Date |

January 25, 2018

**Report of the Senate Committee on University Research Re: Proposal to Establish a
Child Health Evidence Based Medicine**

Preamble:

1. The terms of reference for the Senate Committee on University Research (SCUR) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/510.html
2. At its meeting on January 18, 2018, SCUR received for review, a proposal to establish the Chair in Child Health Evidence Based Medicine.
3. The University of Manitoba Policy for Chairs and Professorships specifies (section 2.14) “In the case of proposals for Chairs and Professorships that are primarily intended to enhance the University’s research programs, the Senate Committee on University Research shall recommend to Senate.”

Observations:

1. The Max Rady College of Medicine, Rady Faculty of Health Sciences has proposed a Chair in Child Health Evidence Based Medicine.
2. The focus of the Chair is to “establish leadership, scholarship and mentorship as a scientist in the University, the healthcare environment, and the Children’s Hospital Research Institute of Manitoba.
3. The Chair will be funded by a transfer of funds from the Robert Wallace Cameron Fund.

Recommendation:

The Senate Committee on University Research recommends THAT: the Chair in Child Health Evidence Based Medicine be approved by Senate

Respectfully submitted,

Digvir Jayas, Chair
Senate Committee on University Research.

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



UNIVERSITY
OF MANITOBA

Office of Provost & Vice-President (Academic)

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

Date: January 3, 2018

To: Digvir Jayas, Vice-President (Research and International)

From: Janice Ristock, Provost and Vice-President (Academic)

Re: Proposal for a Chair in Child Health Evidence Based Medicine

On behalf of the Max Rady College of Medicine, Rady Faculty of Health Sciences, Dr. Brian Postl has submitted a proposal for a Chair in Child Health Evidence Based Medicine. This Chair aligns with the priorities of the College, the Faculty, and the University. This Chair will work to advance evidence based healthcare for children.

The policy on Chairs and Professorships specifies that:

- (1) Chairs are established to advance the University's academic goals and objectives;
- (2) Chairs be funded by way of an endowment or through annual expendable gifts for at least five years, or by a combination of endowment and annual expendable gifts;
- (3) Chairs shall normally be attached to a department, faculty, school, college, centre or institute and the goals of the Chair shall be consistent with that unit;
- (4) The establishment of a Chair normally shall not be tied to the appointment of a particular person;
- (5) Individuals appointed to the Chair shall normally have the academic qualifications commensurate with an appointment at the rank of Assistant Professor, Associate Professor, or Professor; and
- (6) The initial term of the appointment of the Chair shall be 3 to 5 years, and if renewal is permitted, such renewal shall be subject to a successful performance review and the availability of funds.

The proposed Chair satisfies the above requirements. Funding will be derived from a \$3 million endowment.

I support this proposal from the Rady Faculty of Health Sciences and request that you present it to the Senate Committee on University Research for consideration and recommendation to Senate and, in turn, the Board of Governors.

If you have any questions or concerns, I would be pleased to meet with you.



UNIVERSITY
OF MANITOBA

Rady Faculty of
Health Sciences

Max Rady College of Medicine
Office of the Dean
A105 Chown Building
753 McDermot Avenue
Winnipeg, Manitoba
Canada R3E 0T6
Phone: 204-789-3485
Fax: 204-789-3661

November 30, 2017

Dr. Diane Hiebert-Murphy
Vice-Provost (Academic Affairs)
208 Administration Building
University of Manitoba
Winnipeg, MB R3T 2N2

Dear Dr. Hiebert-Murphy,

RE: Establishment of a Chair in Child Health Evidence Based Medicine

The Max Rady College of Medicine would like to establish a Chair in Child Health Evidence Based Medicine. The proposed Chair will advance evidence based healthcare for children in Manitoba and beyond. The Chair will establish leadership, scholarship and mentorship as a scientist in the University, the healthcare environment, and the Children's Hospital Research Institute of Manitoba. The Chair will be funded through a transfer from the Robert Wallace Cameron Fund in consultation with the donor and the fund committee.

The Max Rady College of Medicine Executive met and approved this Chair on October 10, 2017.

Enclosed are Terms of Reference for your approval. I support this proposal enthusiastically and without reservation. I look forward to your response in due course. Please let me know if you require any additional information.

Sincerely,

Dr. Brian Postl
Dean and Vice Provost, Rady Faculty of Health Sciences

Encl.

October 2, 2017

Dr. Brian Postl, Dean
Max Rady College of Medicine
And the College Executive Council

RE: Proposal for the establishment of a Chair in Child Health Evidence Based Medicine

Dear Dr. Postl,

I am pleased to hereby bring forward the request for establishment of a Chair in Child Health Evidence Based Medicine, to be discussed at the College Executive meeting on October 18, 2017.

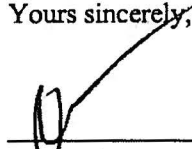
Over the past year, we have had careful conversations with the funders of the Robert Cameron Wallace Trust, established in our Department in 1994. We are immensely grateful to the funders, who support utilization of capital in the Robert Wallace Cameron Trust to create a grand total of \$3,000,000 towards a new Chair in Child Health Evidence Based Medicine. The attached Terms of Reference were developed in collaboration between the Department and Donor Relations.

As expressed in the Terms of Reference, the Chair aims advance evidence based healthcare for children in Manitoba and beyond. The Chair will establish leadership, scholarship and mentorship as a scientist in the University, the healthcare system, and the Children's Hospital Research Institute of Manitoba.

We are looking forward to your support to bring this proposal forward for Senate discussion and approval.

Thank you for your consideration.

Yours sincerely,



Terry Klassen, MD, MSc, FRCPC
Medical Director, Child Health Program, WRHA
Professor and Head, Department of Pediatrics & Child Health
Max Rady College of Medicine, Rady Faculty of Health Sciences, University of Manitoba
CEO & Scientific Director, Children's Hospital Research Institute of Manitoba
Academic Director, George and Fay Yee Centre for Healthcare Innovation

PROPOSAL TO ESTABLISH A CHAIR AT THE UNIVERSITY OF MANITOBA

EXECUTIVE SUMMARY

In accordance with the procedures and mechanisms for establishing Chairs and Professorships at the University of Manitoba the following is presented:

Through a transfer from the Robert Wallace Cameron Fund (Trust), a Chair in Child Health Evidence Based Medicine to be named in honour of Robert Wallace Cameron, will be established in the Department of Pediatrics and Child Health in the Max Rady College of Medicine, Rady Faculty of Health Sciences.

The Chair in Evidence Based Medicine will advance evidence based healthcare for children in Manitoba and beyond. The Chair will establish leadership, scholarship and mentorship as a scientist in the University, the healthcare environment, and the Children's Hospital Research Institute of Manitoba.

TYPE OF APPOINTMENT

Chair in combination with either a GFT appointment, or an UMFA/Other Academic appointment.

TYPE/AREA/NAME OF CHAIR/PROFESSORSHIP

Chair in Child Health Evidence Based Medicine

PURPOSE AND OBJECTIVES OF CHAIR/PROFESSORSHIP

- To develop and promote evidence-based approaches to research treatment and care of childhood disease and disability.
- To develop and promote high quality research, and a learning healthcare system that facilitates innovations through research.
- To develop research skills in learners and the multidisciplinary team, including research study design, research management, knowledge translation, team building and grantmanship as related to child health research.
- To participate in graduate student supervision and graduate courses relevant to child health disciplines.

- To be actively involved in the development of national and international research networks and mentorship initiatives and to maintain a leading role in the national child health agenda.

RELATIONSHIP TO THE PROPOSING UNIT

The University of Manitoba, Rady Faculty of Health Sciences is a major center of medical education and research linked to sister institutions throughout Canada and the world. The University offers a full range of undergraduate and postgraduate programs embracing basic biomedical sciences, clinical medicine and population health. The Chair will help drive the priorities for education and research by attracting high quality personnel and trainees to their program.

The Department of Pediatrics and Child Health is one of Manitoba's largest academic clinical departments, with a diverse and significant commitment to excellence in clinical, basic and translational research, post-graduate clinical and research training, and graduate student training. Support for research and research training is facilitated through close partnership with the Children's Hospital Research Institute of Manitoba (CHRI), as well as with academic departments in the Rady Faculty of Health Sciences with programs accredited by the Faculty of Graduate Studies. The Department strongly encourages the development of clinician scientists and scientists among its trainees and junior Faculty.

THE METHOD BY WHICH THE CHAIR/PROFESSORSHIP WILL BE FUNDED

The Robert Wallace Cameron Fund (Trust) was established in 1994 and has built strong capital over the course of 23 years. \$3 million has been transferred from this Fund to establish a new endowed fund to support the Chair.

GENERAL AND SPECIFIC REQUIREMENTS FOR THE CHAIR/PROFESSORSHIP

In accordance with the policy and procedures for establishing chairs at the University of Manitoba, the applicant will hold an academic appointment in the Rady Faculty of Health Sciences, Max Rady College of Medicine, Department of Pediatrics. The applicant will hold an MD or related degree, and/or a PhD degree with research training and experience that demonstrates productivity at the level of the national granting councils or equivalent in their particular field. They will have an affinity with translational research, innovation, quality and the concept of the learning healthcare system. They will have demonstrated mentoring and collaborating skills with junior faculty members and trainees starting out in their area of research.

They will provide evidence of participation in the development of child health research at a national level. The incumbent will be appointed at a rank and salary commensurate with their education and experience.

TERM OF APPOINTMENT

The term will be five years, renewable twice, up to a total of fifteen (15) years. There will be an expectation to report at annual performance feedback meetings, as well as through a broader internal review at four years into the term. The internal review reporting outcomes will be shared with the donor, Robert Wallace Estate. Renewal will be dependent on the results of these reviews.

Outcome measurements:

1. Evidence of mentoring
 - Grants received by junior faculty
 - Presentations at international meetings by mentees
 - Profile within the Department and CHRIM
 - Peer reviewed publications by mentees
 - Qualitative assessment of group dynamics
 - Attraction of high quality graduate students
2. Personal research productivity
 - External grants
 - Presentations
 - Peer reviewed publications
3. Evidence of linkages and multidisciplinary work in child health across the academic and clinical realm.
4. Peer assessment of influence on research development in the academic and clinical realm.
5. Evaluation of teaching at the graduate level through student evaluations of courses or topics taught.

OTHER PROVISIONS

- 1) The selection and appointment of an individual to the proposed Chair shall be conducted in accordance with the University Policy and Procedures on Chairs and Professorships.

- 2) The duties and responsibilities of the individual appointed to the proposed Chair will be in accordance with the University Policy and Procedures on Chairs and Professorships.
- 3) Annual reporting requirements shall also be in accordance with the University Policy on Chairs and Professorships. In accordance with University Policy, the annual performance of the Chair will be reviewed in the same manner as other faculty members. The Department Head of the Department of Pediatrics and Child Health shall be responsible for initiating and coordinating any reappointment review process and for recommending on reappointment.
- 4) The Chair holder will have an appointment to the Rady Faculty of Health Sciences, Max Rady College of Medicine, Department of Pediatrics and Child Health, with cross appointment to an applicable Department for the purpose of graduate teaching.

Dean, Max Rady College of Medicine

Date

January 25, 2018

Report of the Senate Committee on University Research Re: Proposal to Establish a Chair in Pediatrics and Child Health

Preamble:

1. The terms of reference for the Senate Committee on University Research (SCUR) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/510.html
2. At its meeting on January 18, 2018, SCUR received for review, a proposal to establish a Chair in Pediatrics and Child Health.
3. The University of Manitoba Policy for Chairs and Professorships specifies (section 2.14) “In the case of proposals for Chairs and Professorships that are primarily intended to enhance the University’s research programs, the Senate Committee on University Research shall recommend to Senate.”

Observations:

1. The Max Rady College of Medicine, Rady Faculty of Health Sciences, has proposed a Chair in Pediatrics and Child Health.
2. The focus of the Chair is to “strengthen the development of our leaning healthcare system, by advancing translational research, focusing on innovation and impact clinical care.”
3. The Chair will be funded by an endowment fund established by the Department of Pediatrics and matched by a donation from the Winnipeg Rh Institute Foundation and a transfer from the Robert Wallace Cameron Fund.

Recommendation:

The Senate Committee on University Research recommends THAT: the Chair in Pediatrics and Child Health be approved by Senate

Respectfully submitted,

Digvir Jayas, Chair
Senate Committee on University Research.

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



UNIVERSITY
OF MANITOBA

Office of Provost & Vice-President (Academic)

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

Date: January 3, 2018

To: Digvir Jayas, Vice-President (Research and International)

From: Janice Ristock, Provost and Vice-President (Academic)

Re: Proposal for a Chair in Pediatrics and Child Health

On behalf of the Max Rady College of Medicine, Rady Faculty of Health Sciences, Dr. Brian Postl has submitted a proposal for a Chair in Pediatrics and Child Health. This Chair aligns with the priorities of the College, the Faculty, and the University and will advance translational research with a focus on innovation and impact on clinical care.

The policy on Chairs and Professorships specifies that:

- (1) Chairs are established to advance the University's academic goals and objectives;
- (2) Chairs be funded by way of an endowment or through annual expendable gifts for at least five years, or by a combination of endowment and annual expendable gifts;
- (3) Chairs shall normally be attached to a department, faculty, school, college, centre or institute and the goals of the Chair shall be consistent with that unit;
- (4) The establishment of a Chair normally shall not be tied to the appointment of a particular person;
- (5) Individuals appointed to the Chair shall normally have the academic qualifications commensurate with an appointment at the rank of Assistant Professor, Associate Professor, or Professor; and
- (6) The initial term of the appointment of the Chair shall be 3 to 5 years, and if renewal is permitted, such renewal shall be subject to a successful performance review and the availability of funds.

The proposed Chair satisfies the above requirements. Funding will be derived from a \$3 million endowment.

I support this proposal from the Rady Faculty of Health Sciences and request that you present it to the Senate Committee on University Research for consideration and recommendation to Senate and, in turn, the Board of Governors.

If you have any questions or concerns, I would be pleased to meet with you.



UNIVERSITY
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Rady Faculty of
Health Sciences

Max Rady College of Medicine
Office of the Dean
A105 Chown Building
753 McDermot Avenue
Winnipeg, Manitoba
Canada R3E 0T6
Phone: 204-789-3485
Fax: 204-789-3661

November 30, 2017

Dr. Diane Hiebert-Murphy
Vice-Provost (Academic Affairs)
208 Administration Building
University of Manitoba
Winnipeg, MB R3T 2N2

Dear Dr. Hiebert-Murphy,

RE: Establishment of a Chair in Pediatrics and Child Health

The Max Rady College of Medicine would like to establish a Chair in Pediatrics and Child Health. The proposed Chair will honor the legacy of Dr. John Bowman, the clinical director of a world-renowned research lab, which in the 1950s developed a method to treat Rh hemolytic disease of the newborn. The Chair in Pediatrics and Child Health will advance translational research, focusing on innovation and impact on clinical care.

The Chair will be funded through an endowment established by the Department of Pediatrics, through a gift from the Winnipeg Rh Institute Foundation, and a transfer from the Robert Wallace Cameron Fund with the approval from the donor and that fund's committee.

The Max Rady College of Medicine Executive met and approved this Chair on October 10, 2017.

Enclosed are Terms of Reference for your approval. I support this proposal enthusiastically and without reservation. I look forward to your response in due course. Please let me know if you require any additional information.

Sincerely,

Dr. Brian Postl
Dean and Vice Provost, Rady Faculty of Health Sciences

Encl.

September 25, 2017

Dr. Brian Postl, Dean
Max Rady College of Medicine
And the College Executive Council

RE: Proposal for the establishment of a Chair in Pediatrics and Child Health

Dear Dr. Postl,

I am pleased to hereby bring forward the request for establishment of a Chair in Pediatrics and Child Health, to be discussed at the College Executive meeting on October 18, 2017.

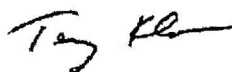
Over the past year, we have worked diligently to realize a Chair in Pediatrics and Child Health from an initial donation of \$1,000,000 from our physician compliment. We are immensely grateful to the Winnipeg Rh Institute Foundation, represented by Dr. Archie Cooper and Dr. Molly Seshia, who explored with us the idea of a donation from the Winnipeg Rh Institute Foundation, matched by a donation from the founders of the Robert Wallace Cameron Trust, to create a grand total of \$3,000,000 towards the new Chair. The attached Terms of Reference were developed in collaboration with both donors.

As expressed in the Terms of Reference, the Chair aims to strengthen the development of our learning healthcare system, by advancing translational research, focusing on innovation and impact on clinical care.

We are looking forward to your support to bring this proposal forward for Senate discussion and approval.

Thank you for your consideration,

Yours sincerely,



Terry Klassen, MD, MSc, FRCPC
Medical Director, Child Health Programme, WRHA
Professor and Head, Dept. of Pediatrics & Child Health
College of Medicine, Faculty of Health Sciences, University of Manitoba
CEO & Scientific Director, Children's Hospital Research Institute of Manitoba
Academic Director, George and Fay Yee Centre for Healthcare Innovation

PROPOSAL TO ESTABLISH A CHAIR AT THE UNIVERSITY OF MANITOBA

EXECUTIVE SUMMARY:

In accordance with the procedures and mechanisms for establishing Chairs and Professorships at the University of Manitoba the following is presented:

Through donations from multiple sources, a Chair in Pediatrics and Child Health will be established in the Rady Faculty of Health Sciences, Max Rady College of Medicine, Department of Pediatrics and Child Health.

The Chair in Pediatrics and Child Health will honor the legacy of Dr. John Bowman. Dr. John Bowman, Pediatrician, was the clinical director of a world-renowned research lab, which in the 1950s developed a method to treat Rh hemolytic disease of the newborn. The lab's discoveries saved thousands of lives and formed the basis of the Cangene Corporation, which was acquired by Emergent Biosolutions in 2014. Dr Bowman's work exemplifies what is now known as translational research – moving new discoveries and cutting edge research concepts from the lab bench into clinical practice worldwide.

The Chair in Pediatrics and Child Health will advance translational research, focusing on innovation and impact on clinical care.

TYPE OF APPOINTMENT:

Chair in combination with either a GFT appointment, or an UMFA/Other Academic appointment.

TYPE/AREA/NAME OF CHAIR/PROFESSORSHIP:

Chair in Pediatrics and Child Health.

PURPOSE AND OBJECTIVES OF CHAIR/PROFESSORSHIP:

- To develop and promote evidence-based approaches to research, treatment and care of childhood disease and disability.
- To develop and promote high quality research, and a learning healthcare system that facilitates innovations through research.
- Establish an externally funded program in translational research in children's disease, including diseases of later life with roots in childhood.

- To develop research skills in learners and the multidisciplinary team, including research study design, research management, knowledge translation, team building and grantmanship as related to child health research.
- To participate in graduate student supervision and graduate courses relevant to child health disciplines.
- To be actively involved in the development of national and international research networks and mentorship initiatives, and to assist Manitoba investigators to retain leading roles in the national child health agenda.

RELATIONSHIP TO THE PROPOSING UNIT

The University of Manitoba, Rady Faculty of Health Sciences is a major center of medical education and research linked to sister institutions throughout Canada and the world. The University offers a full range of undergraduate and postgraduate programs embracing basic biomedical sciences, clinical medicine and population health. The Chair will help drive the priorities for education and research by attracting high quality personnel and trainees to their program.

The Department of Pediatrics and Child Health is one of Manitoba's largest academic clinical departments, with a diverse and significant commitment to excellence in clinical, basic and translational research, post-graduate clinical and research training, and graduate student training. Support for research and research training is facilitated through close partnership with the Children's Hospital Research Institute of Manitoba (CHRIM), as well as with academic departments in the Faculty of Health Sciences with programs accredited by the Faculty of Graduate Studies. The Department strongly encourages the development of clinician scientists and scientists among its trainees and young faculty. The Chair would be both a mentor and a leader in the establishment of innovative translational research approaches.

THE METHOD BY WHICH THE CHAIR WILL BE FUNDED:

There is a \$1 million endowment established by the Department of Pediatrics and Child Health in 2014/2015 to support a Chair. The Winnipeg Rh Institute Foundation has made a gift of \$1 million in support of the Chair in Pediatrics and Child Health. An additional commitment has been made to transfer \$1 million from the Robert Wallace Cameron Fund (Trust) to this Chair, with approval from both the donor representative and the Robert Wallace Cameron Fund Committee.

GENERAL AND SPECIFIC REQUIREMENTS FOR THE CHAIR/PROFESSORSHIP

In accordance with the policy and procedures for establishing chairs at the University of Manitoba, the applicant will hold an MD and/or a PhD degree with research training and

experience that demonstrates productivity at the level of the national granting councils or equivalent in their particular field. They will have an affinity with translational research, innovation, quality and the concept of the learning healthcare system. They will have demonstrated mentoring and collaborating skills with junior faculty members and trainees starting out in their area of research. They will provide evidence of participation in the development of child health research at a national level. The incumbent will be appointed at a rank and salary commensurate with their education and experience.

TERM OF APPOINTMENT:

The term will be five years, renewable twice (15 years). There will be an expectation to report at annual performance feedback meetings, as well as through a broader internal review at four years into the term. The internal review reporting outcomes will be shared with the donor. Renewal will be dependent on the results of these reviews. Outcome measurements:

1. Evidence of mentoring
 - Grants received by junior faculty
 - Presentations at international meetings by mentees
 - Profile within the Department and CHRIM
 - Peer reviewed publications by mentees
 - Qualitative assessment of group dynamics
 - Attraction of high quality graduate students
2. Personal research productivity
 - External grants
 - Presentations
 - Peer reviewed publications
3. Evidence of linkages and multidisciplinary work in child health across the academic and clinical realm.
4. Peer assessment of influence on research development in the academic and clinical realm.
5. Evaluation of teaching at the graduate level through student evaluations of courses or topics taught.

OTHER PROVISIONS:

- 1) The selection and appointment of an individual to the proposed Chair shall be conducted in accordance with the University Policy and Procedures on Chairs and Professorships.

January 25, 2018

Report of the Senate Committee on University Research Re: Proposal to Establish a Chair in Human Rights and Social Justice

Preamble:

1. The terms of reference for the Senate Committee on University Research (SCUR) can be found at:
http://umanitoba.ca/admin/governance/governing_documents/governance/sen_committees/510.html
2. At its meeting on January 18, 2018, SCUR received for review, a proposal to establish a Chair in Human Rights and Social Justice.
3. The University of Manitoba Policy for Chairs and Professorships specifies (section 2.14) “In the case of proposals for Chairs and Professorships that are primarily intended to enhance the University’s research programs, the Senate Committee on University Research shall recommend to Senate.”

Observations:

1. The Faculty of Law has proposed a Chair in Human Rights and Social Justice.
2. The focus of the Chair is “to provide leadership, research, scholarship, teaching and mentorship in human rights and social justice.”.
3. The Chair will be funded by an endowment fund created by the Mauro Family Foundation.

Recommendation:

The Senate Committee on University Research recommends THAT: the Chair in Human Rights and Social Justice approved by Senate

Respectfully submitted,

Digvir Jayas, Chair
Senate Committee on University Research.

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



UNIVERSITY
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Office of Provost & Vice-President (Academic)

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Fax (204) 275-1160

Date: January 3, 2018

To: Digvir Jayas, Vice-President (Research and International)

From: Janice Ristock, Provost and Vice-President (Academic)

Re: Proposal for a Chair in Human Rights and Social Justice

On behalf of the Faculty of Law, Dr. Jonathan Black-Branch has submitted a proposal for a Chair in Human Rights and Social Justice. This Chair aligns with the priorities of the Faculty and the University. Although this Chair is related to the commitment of the Faculty of Law to be the home faculty for the Master of Human Rights (MHR) program, the Faculty and donor are committed to the establishment of this Chair independent of the approval and implementation of the MHR program.

The policy on Chairs and Professorships specifies that:

- (1) Chairs are established to advance the University's academic goals and objectives;
- (2) Chairs be funded by way of an endowment or through annual expendable gifts for at least five years, or by a combination of endowment and annual expendable gifts;
- (3) Chairs shall normally be attached to a department, faculty, school, college, centre, or institute and the goals of the Chair shall be consistent with that unit;
- (4) The establishment of a Chair normally shall not be tied to the appointment of a particular person;
- (5) Individuals appointed to the Chair shall normally have the academic qualifications commensurate with an appointment at the rank of Assistant Professor, Associate Professor, or Professor; and
- (6) The initial term of the appointment of the Chair shall be 3 to 5 years, and if renewal is permitted, such renewal shall be subject to a successful performance review and the availability of funds.

The proposed Chair satisfies the above requirements. Funding will be derived from a \$3 million endowment.

I support this proposal from the Faculty of Law and request that you present it to the Senate Committee on University Research for consideration and recommendation to Senate and, in turn, the Board of Governors.

If you have any questions or concerns, I would be pleased to meet with you.



UNIVERSITY
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Faculty of Law

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Nov. 12, 2017

Dr. Janice Ristock
Provost and Vice-President (Academic)
208 Administration Building
University of Manitoba
Winnipeg, MB R3T 2N2

Dear Dr. Ristock,

RE: Chair in Human Rights and Social Justice

The Faculty of Law has had a long-standing commitment to human rights and social justice, including faculty expertise and hosting the Centre for Human Rights Research, which fosters interdisciplinary research.

In that regard, the Faculty of Law seeks to establish a Chair in Human Rights and Social Justice that will be open to scholars from a wide range of disciplines.

This Chair is supported by a \$3-million endowment created by a transformational gift from the Mauro Family Foundation under the guidance of Dr. Mauro, a graduate from Robson Hall. The chair will provide leadership, research, scholarship, teaching and mentorship in human rights and social justice.

The Law Faculty Council approved this development on June 28, 2017, in a unanimous vote.

Enclosed are the Chair's Terms of Reference for your approval.

I look forward to your response. Please let me know if you require any additional information.

Sincerely,

Dr. Jonathan Black-Branch
Dean, Faculty of Law

PROPOSAL TO ESTABLISH A CHAIR IN HUMAN RIGHTS AND SOCIAL JUSTICE AT THE UNIVERSITY OF MANITOBA

In accordance with the procedures and mechanisms for establishing chairs at the University of Manitoba, the following is presented:

TYPE OF APPOINTMENT: Chair

NAME OF CHAIR: Chair in Human Rights and Social Justice (a request for name recognition for the donor will be submitted through the Senate Committee on Honorary Degrees following approval of the Chair)

PURPOSE AND OBJECTIVES OF CHAIR:

The Chair will:

- Conduct high-level research on emerging human rights and social justice issues, making a contribution to knowledge and scholarship in the area.
- Oversee student practicums with local and international organizations, allowing students to gain practical experience in the area of human rights and social justice (broadly defined) while providing valuable service to the host agencies.
- Supervise masters' student research in law and other disciplines.
- Teach credit bearing courses offered for academic credit (as in Law's requirements), preparing law and graduate students from multiple disciplines to make ethical, informed, innovative, and effective contributions to human rights work and social justice locally, nationally, and globally.
- Develop new courses and programs, which could include distance learning options, summer institutes drawing faculty and students from within the university and around the world, and joint courses with universities overseas.
- Collaborate with the university's social justice degree programs (Peace and Conflict Studies, Disability Studies, Women's and Gender Studies, etc.), degree programs with a social justice component, and with organizations that support human rights and social justice.
- Become a key player in the University of Manitoba's proposed Master of Human Rights program.

RELATIONSHIP TO THE PROPOSING UNIT

The University of Manitoba has identified human rights and social justice as one of seven major research themes and one of six strategic priorities for academic enhancement. The university has also set ambitious targets to increase the number of graduate students enrolled. The university's 2015-2020 strategic plan identifies among its priorities: increasing opportunities for experiential learning and forging connections through high-impact community engagement. The proposed Chair will contribute significantly towards realizing all these institutional objectives, including by overseeing student practicums.

The proposed Chair will be appointed to the Faculty of Law and ideally cross-appointed to whichever academic unit(s) is/are most closely aligned with her/his area of expertise

and research interest. A letter of agreement will outline the Chair's relationship with the other unit(s).

FUNDING: The Chair will be funded by an endowment based on a \$3-million donation from the Mauro Family Foundation. This is expected to generate approximately \$120,000 per year to cover the Chair's salary and employee benefits. The Faculty of Law will launch a competitive international search to recruit the most qualified candidate in the field.

GENERAL AND SPECIFIC REQUIREMENTS FOR THE CHAIR

The Chair will be hired on a tenure-track position at the assistant professor level, but the Faculty may elect to hire on an open-ranked, tenure-track basis.

The ideal candidate will be an intellectual leader and community-builder from a relevant discipline concerned with human rights and social justice. Candidates will normally have the highest degree in law, social sciences or a relevant discipline with expertise in human rights and social justice theory and research methods and must be familiar with international, regional and domestic human rights systems and enforcement mechanisms.

TERM OF APPOINTMENT: The initial term of the Chair will be five (5) years, renewable subject to a successful review of the incumbent's performance.

PREAMBLE:

The Faculty of Law is committed to fostering interdisciplinary research and teaching at the University of Manitoba in the area of human rights and social justice, in collaboration with three other faculties (Arts, Education, and Social Work) and three centres (Centre for Human Rights Research, Mauro Centre for Peace and Justice and National Centre for Truth and Reconciliation) and support from other faculties as appropriate. Human rights figure increasingly prominently in politics, business, policy, law, education, civil society organizations and movements for social change. The myriad of complex human rights issues confronting Manitoba, Canada and the world are best tackled through a broad-based approach that spans histories, cultures and academic disciplines.

SELECTION:

The selection committee for this position, to be appointed by the Dean of Law, will normally be comprised of a representative from each of the four partner faculties, plus a student. In selecting committee members, the Dean will strive for gender balance and conform to University of Manitoba Faculty Association requirements. The foundation funding the endowed chair may appoint a non-voting selection committee member.

REPORTING:

The holder of the Chair will report to the Dean of the Faculty of Law and provide an annual report of his/her teaching and research activities to the Dean of the Faculty of Law. Donor Relations will provide a copy of this report to the donor as per University policies regarding endowments of this nature.


- 2) The duties and responsibilities of the individual appointed to the proposed Chair will be in accordance with the University Policy and Procedures on Chairs and Professorships.
- 3) Annual reporting requirements shall also be in accordance with the University Policy on Chairs and Professorships. In accordance with University Policy, the annual performance of the Chair will be reviewed in the same manner as other faculty members. The Department Head of the Department of Pediatrics and Child Health shall be responsible for initiating and coordinating any reappointment review process and for recommending on reappointment.
- 4) The Chair holder will have an appointment in the Department of Pediatrics and Child Health, with cross appointment to an applicable Department for the purpose of graduate teaching.



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Date: February 7, 2018
To: Senate Executive Committee
From: Jeff M. Leclerc, University Secretary 
Subject: Approval Authority Delegation for Convocation Lists

In December, 2006, Senate approved a recommendation of the Senate Executive Committee to delegate approval authority for the list of graduands to the President and Provost and Vice-President (Academic). This delegation facilitated the approval of graduands at the convocation sessions that were held before the main spring convocation.

The delegation approved by Senate at the time was:

That Senate authorize the President and Vice-President (Academic) and Provost, as Chair and Vice-Chair of Senate, to, if timing requires it, approve graduands who have met all the requirements for their degrees on behalf of Senate, with subsequent report to Senate for information. It is understood that any candidates recommended for a degree notwithstanding a deficiency must be approved by Senate.

In the spring of 2017, the recommendations of the Convocation Review Panel were approved, including the addition of a second session of convocation at the Bannatyne Campus, beginning in 2018. To facilitate the addition of this session, approval is being sought to also provide for the President and Provost to approve the recipients of medals, awards and prizes for these convocations, as the turn-around time between the May Senate meeting and convocation is short.

Recommendation:

- a) That Senate authorize the President and Provost and Vice-President (Academic), as Chair and Vice-Chair of Senate, to, if timing requires it, approve graduands who have met all the requirements for their degrees on behalf of Senate, with subsequent report to Senate for information. It is understood that any candidates recommended for a degree notwithstanding a deficiency must be approved by Senate.
- b) That Senate authorize the President and Provost and Vice-President (Academic), as Chair and Vice-Chair of Senate, to, if timing requires it, approve the list of medals, awards and prizes for Convocation, with subsequent report to Senate.

/jml

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