

Senate

Fort Garry Campus:

Senate Chamber

Room E3-262 Engineering Building

Bannatyne Campus:

Room A106 Chown Building

Wednesday, March 5, 2025

1:30 p.m.

Agenda

I **Matters to be Considered in Closed Session** - none

II **Matters Recommended for Concurrence without Debate** - none

III **Matters Forwarded for Information**

1. **Consultation Session: Senate Committee and Process Review** Page 3

2. **Report of the Senate Committee on Awards [January 28, 2025]** Page 47

3. **Items Approved by Board Executive Committee** Page 58
[January 29, 2025]

IV **Report of the President**

V **Question Period**

Senators are reminded that questions related to matters not on the agenda shall normally be submitted in writing to the University Secretary no later than 10:00 a.m. of the Monday preceding the meeting.

Senators are reminded that questions pertaining to items on the agenda can be asked during the Senate meeting and do not require submission in advance.

VI **Consideration of the Minutes of the Meeting of February 5, 2025**

VII **Business Arising from the Minutes** - none

VIII **Reports of the Senate Executive Committee and the**
Senate Planning and Priorities Committee

1. **Report of the Senate Executive Committee** Page 62

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

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

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

IX **Reports of other Committees of Senate, Faculty and School Councils**

1. **Report of the Senate Committee on Instruction and Evaluation** Page 63
**RE: Revised Regulation, Completing the Program with a
Minor, Bachelor of Commerce (Honours),
I.H. Asper School of Business**

2. **Report of the Senate Committee on University Research** Page 65
**RE: Revised Terms of Reference for the Morberg Family
Chair in Hepatology at Health Sciences Centre**

X **Additional Business** - none

XI **Adjournment**

Please send regrets to shannon.coyston@umanitoba.ca.



Date: February 5, 2025
To: Members of Senate
From: Jeff M. Leclerc, University Secretary
Subject: **Consultation Session on Senate Committee and Process Review**

The Office of the University Secretary is engaging with stakeholders, to receive feedback on changes that are being considered for Senate committee structures and processes. Specifically, for Senate committees that deal with undergraduate academic matters. The changes that are being contemplated have been developed by the Undergraduate Studies Subgroup and reviewed by the Senate Committee and Process Review Working Group.

The review was initiated following Senate's approval of the *Senate Committee and Process Review Discussion Paper* ([Senate, February 1, 2023, page 414](#)). The Subgroup was tasked with considering Recommendations 19 – 23 and 26 – 28, which are concerned with structures and processes for the governance of undergraduate programs, including courses, curriculum, and academic policies and regulations.

The Working Group is seeking feedback on the idea to establish three new Senate standing committees to deal with undergraduate academic matters. The three committees would replace four committees (the Senate Committees on Admissions, Curriculum and Course Changes, Instruction and Evaluation, and Approved Teaching Centres) and introduce a Senate committee-level review for certificate programs. One objective for restructuring the committees is to allow for a more comprehensive examination of proposals for any given undergraduate program, including, for example, courses, curriculum, and admission and program requirements.

- Undergraduate Studies Council
- Academic Policy and Regulations Committee
- Certificate and Micro-Certificate Committee

The Working Group is also seeking feedback on changes being considered for the undergraduate academic review process. The revised process would involve Senate delegating its responsibility for routine proposals to the standing committees listed above, as detailed in the proposed terms of reference for the committees and in Schedule A, which sets out proposed definitions for significant and routine changes for proposals. The revised process is also intended to provide more flexibility for academic units to bring forward proposals throughout the Senate year and to have some types of routine proposals implemented for the next term, rather than the next academic year.

As you review the attached document, please consider the following questions:

- Is the proposed structure clear and does it make sense?
- Are the right voices at the table?
- Is the degree of delegation of approval authority appropriate / too much / not enough?

- Is the proposed process clear and does it make sense?
- Will the proposed structure and process help to improve the work you need done?
- Will the proposed structure and process address concerns about timely review and approval of academic proposals brought forward from your unit to Senate?
- Are we missing anything?

A link to an online feedback form will be provided following the consultation session.

/sc

Discussion item: Description of Proposed Revisions to Senate Committee Structure and Academic Approval Process – For Consultations with stakeholders

1. Restructuring Senate Committees: Three New Senate Standing Committees

Objectives:¹

- To clarify and streamline the process, including by establishing clear and distinct mandates for the committees.
- To allow for a more comprehensive examination of various aspects of proposals regarding undergraduate programs.
- To improve clarity and consideration of undergraduate program issues.

The Senate Committee and Process Review Working Group has discussed the idea to establish three new Senate standing committees, including the:

- Undergraduate Studies Council (UGSC)
- Academic Policy and Regulations Committee (APRC)
- Certificate and Micro-Certificate Committee (CM-CC)

Proposed terms of reference for the Council and the two Committees are attached (Attachments 1, 2, and 3). The terms of reference are intended to be read with Schedule A: Definitions of Significant and Routine Changes for Proposals to the Senate Standing Committees, which is discussed in the next section.

1.1. The Undergraduate Studies Council and the Academic Policy and Regulations Committee

Two of the proposed standing committees, the Undergraduate Studies Council and the Academic Policy and Regulations Committee, would assume all or some² of the responsibilities for the review of various academic matters from the following Senate Committees, which will be disbanded.

- Senate Committee on Admissions (SCADM)
- Senate Committee on Curriculum and Course Changes (SCCCC)
- Senate Committee on Instruction and Evaluation (SCIE)
- Senate Committee on Approved Teaching Centres (SCATC)

Establishment of the Undergraduate Studies Council would consolidate responsibilities for the review of undergraduate-level degree and diploma programs, courses, curriculum, admissions, and other program requirements, which currently rest with SCADM, SCCCC, and SCIE, with this body. (Other program requirements include, for example, courses and minimum course grades required to enter, continue in, and graduate from a program.) This would serve to:

- reduce the number of proposals that will need to be considered by multiple Senate committees, to streamline and clarify the review process.
- allow for a coordinated review of undergraduate-level program requirements, including admission requirements and regulations, courses and curricula, and entrance,

¹ The objectives align with key principles (1 - 6) to guide the Senate Committee system identified in the *Senate Committee and Process Review Discussion Paper, updated January 5, 2023*.

² Responsibilities of SCIE related to academic instruction and the academic evaluation of teaching (but not the academic evaluation of students) will become part of the mandate for the Senate Committee on Teaching and Learning that is contemplated in Recommendation 24 in the *Discussion Paper*.

continuation, and graduation requirements and regulations (i.e., all academic requirements that must be completed to be admitted to/enter and to graduate from a program).

- promote comprehensive program planning by the academic units.
- ensure course requirements for admission and the Year 1 curriculum remain aligned, for programs that use some courses for both admissions and program requirements.
- allow for the prompt review and approval of undergraduate Diploma, Post-baccalaureate Diploma, and Micro-Diploma programs and courses, which are sometimes intended to meet urgent community needs.

Additionally, the establishment of the Undergraduate Studies Council would result in a transfer the responsibilities of the SCATC, which has not met since 2019 and prior to that would meet only once a year through an electronic meeting, to a Senate standing committee that would have a regular schedule of meetings.

The Academic Policy and Regulations Committee would assume responsibility for various academic matters that currently are the purview of SCIE. These include matters concerning (i) university-level academic policies, bylaws, and regulations, including those that apply to all students at the University and those that apply only to students in undergraduate-level programs, and (ii) unit- and program-level academic policies, bylaws, and regulations, that pertain to students in undergraduate-level programs. Establishment of the Committee would serve to:

- limit the number of proposals that will need to be considered by multiple Senate committees, to streamline and clarify the review process.

1.2. The Certificate and Micro-Certificate Committee

The proposed Certificate and Micro-Certificate Committee, with responsibilities related to the review of non-degree level programs as defined in the [Certificate and Diploma Framework](#), including programs, courses, curriculum, and other program requirements, admission requirements and regulations, and academic policies and regulations for Certificate and Micro-Certificate programs. Establishment of the Committee would:

- increase the review and scrutiny of proposals related to these types of programs beyond the proposing unit, for quality assurance, while continuing to allow for the prompt review and approval of Certificate and Micro-Certificate programs and courses, which are sometimes intended to meet urgent community needs.
- potentially provide for the development of university-level academic policies, bylaws, and regulations for Certificate, Micro-Certificate, and other non-degree programs defined in the [Certificate and Diploma Framework](#).
- ensure there is no duplication of programming across units.

2. Revised Academic Approval Process

Objectives:³

- To establish course and program approval processes and procedures that clearly distinguish between major and minor changes.

³ The objectives align with recommendations 26, 27, and 28 in the *Discussion Paper*.

- To consider the frequency and cycles of approval, recognizing most changes are only effective for the next academic year.
- To consider the delegation of approval from Senate to the standing committees for minor changes.
- To consider the amount and format of documentation required.
- To streamline the amount of information reported to Senate, while providing for Senators and others who wish to review the details to have access to details of the submission.

2.1. Schedule A: Definitions of Significant and Routine Changes for Proposals and Delegation of Decision-Making

Areas of responsibility identified in the terms of reference for the three proposed standing committees describe a revised academic approval process. They outline where each of these three Senate standing committees would have the responsibility to recommend to Senate on proposals for significant changes and to approve, on behalf of the Senate, proposals for routine changes.

The Senate Committee and Process Review Working Group has discussed definitions of significant and routine changes for proposals for:

- undergraduate-level degree courses and programs.
- undergraduate-level admission requirements and regulations.
- academic policies, bylaws, and regulations.
- non-degree level diploma and certificate programs defined in the *Certificate and Diploma Framework*, and associated curriculum, courses, and admission and academic requirements, policies and regulations.

[Schedule A: Definitions of Significant and Routine Changes for Proposals to the Senate Standing Committees](#) is included as Attachment 4. It is meant to be read with the terms of reference for the three proposed Senate standing committees (UGSC, APCR, CM-CC).

2.2. Frequency of Meetings and Timelines for Submission, Implementation, and Publication

2.2.1. Frequency of Meetings

The terms of reference for the Academic Policy and Regulations Committee and the Certificate and Micro-Certificate Committee specify that these Committees would normally meet monthly between September and May. The Undergraduate Studies Council would normally meet semimonthly at a minimum in September and October, and a minimum of five times between November and May. Additional meetings may be called by the Chairs of the Committees/Council as required.

Meeting schedules for the Council and the Committees would be established with objectives to:

- increase flexibility for units to bring new proposals forward at various points through the Senate year, including for course and curriculum changes, or to return modified proposals that address changes recommended by the Council or a Committee, to any future meeting on the schedule.
- allow for some types of proposals, particularly routine proposals, to be approved in a timelier fashion, which may facilitate planning that must subsequently occur in the units.

- distribute the work of the Council/Committees across the meeting schedules, and to minimize the number of proposals submitted for latest deadlines (e.g., February – May) deadlines, which can create significant workload burdens downstream for support staff in the ORES and other places.
- allow for the prompt review and approval of Certificate and Micro-Certificate and Diploma and Micro-Diploma programs and courses, which are sometimes intended to meet urgent community needs.

The meeting schedules would also take into consideration optimal operationalization timelines in the Office of the Registrar and Enrolment Services, with objectives to:

- ensure academic proposals that are to be implemented for the next Fall Term are approved by Senate or the relevant standing committee by the deadline for the preliminary Academic Calendar that is released in April. The aim is for the preliminary Academic Calendar to include academic program requirements and regulations that are as complete and up-to-date as possible, for both students, who are making program and course selections for the next academic year, and for the academic advisors.
- introduce flexibility for proposals for some routine changes, including the introduction or modification of some elective courses, for example, and modifications to elective course lists, to be implemented and included in updates to the Academic Calendar for the Winter Term or the Summer Term, to be released in December and April, respectively.

2.2.2. Adding Flexibility to Submission Deadlines

Proposals for new programs and new or revised articulation agreements could be brought forward for any submission deadline. Units would be encouraged, however, to submit new program proposals for the Fall Term submission deadline for their unit (ideally) or for the January submission deadline at the latest, to allow time to address any recommended revisions, if necessary.

Proposals for significant changes, to programs and related course requirements and/or corresponding admission requirements and regulations, and/or academic regulations, would be submitted for the Fall deadline (August/September) that would be established for each Faculty, College, or School. Late submissions for significant changes would be placed on an agenda for a later meeting, provided there is space on the agenda.

Proposals for stand-alone course changes and related, routine changes to course lists may be brought forward for any submission deadline. This includes stand-alone course changes to take effect for the next Winter Term or the next Summer Term (i.e., in the same academic year in which the course changes are proposed). Stand-alone course changes have no prerequisite or program implications for students or for courses and programs offered by other units. The course changes will be made in the Academic Calendar, Banner Catalog schedule, room assignment, instructor assignment, fees, for the requested Term.

Proposals for significant or routine changes to stand-alone admission requirements and/or regulations could be brought forward for any submission deadline. Stand-alone admission requirements, including prerequisite courses and any minimum grade point average or course grade requirements, do not overlap with course or elective requirements in Year 1 of the curriculum of the program. Stand-alone admission requirements are required only for admission and are not program / graduation requirements.

Proposals for significant or routine changes academic regulations that have no impact on courses or curricula could be brought forward for any submission deadline.

2.2.3. Adding Flexibility to Timelines for Implementation for Some Proposals

Proposals for significant changes would be forwarded to Senate for approval, and proposals for routine changes would be approved by the relevant standing committee and normally would be implemented the next Fall Term.

Proposals for some routine changes might be implemented for Winter or Summer Term, including proposals for stand-alone course changes (deletions, introductions, modifications) and changes to elective course lists, for example.

Proposals for significant changes to admission requirements and regulations would continue to be implemented two years following approval by Senate or the Council, rather than for the next Fall Term.

2.2.4. Submissions from Academic Units to the Standing Committees

Undergraduate Studies Council

Deadlines/Timelines for Submissions

- First submission deadline for the Council, for proposals for significant changes, would be in mid-August, for units that offer service courses and those that use them. This deadline date is consistent with the current submission deadline for curriculum and course change proposals that require review at the August meeting of the Senate Planning and Priorities Committee.
- Each unit would have a specific deadline in August/September to submit proposals for significant changes, to ensure changes will be approved in time to be published in the preliminary Academic Calendar in April and to support the distribution of the Council's work across meetings scheduled in a given Senate year.
- Subsequent submission deadlines (September through June) would provide opportunities for units to submit revised proposals, in response to recommendations of the Council made at one of the initial meetings in the Fall, or new proposals for either routine or significant changes. This would not be a change from the current situation for proposals for changes to admission requirements and regulations or changes to academic regulations. This would be a change for proposals for course and curriculum changes.
- Units would want to review meeting schedules for their governing bodies to take into account different deadlines and different opportunities to bring forward proposals for routine course and curriculum changes, in particular, at any time throughout the Senate year and/or to take advantage of new opportunities to implement some routine course and program changes (i.e., elective lists) for the Winter or Summer Term.

Preparation of Submissions for the Council and Senate

- The University Secretary's Office would develop a common set of forms and will standardize requirements for supporting documentation for submissions to the three standing committees.
- Units would prepare submissions to the Council organized by proposals for significant and routine changes, including a summary report / executive summary. This change from current practice would support changes to reporting practices, given that proposals for routine changes would not be forwarded to Senate and, therefore, would not be shared with the University community on a Senate agenda.
- Units would provide a comprehensive description of course and program changes, in prose, with a rationale, which can be included in a Report to Senate for approval / information, as

appropriate, or posted on the Governance website with decisions of the UGS Council. To be written and/or reviewed by an academic or academic administrator in the unit.

- Units would provide black-lined and clean copies of revised program charts and Academic Calendar content. The clean copy (final approved version) would either be forwarded to Senate / BOG for approval / information, as appropriate, or be posted on the Governance website with decisions of the UGS Council.

Academic Policy and Regulations Committee

Deadlines/Timelines for Submissions

- Academic and administrative units would be able to submit proposals for either significant or routine changes to unit-, program-, or university-level academic policies, bylaws, or regulations for any submission deadline (September through May/June). Units would work to meet the appropriate deadline considering their desired timeline for implementation. This would be consistent with the current process and practices.

Preparation of Submissions for the Committee and Senate

- The University Secretary's Office would develop a common set of forms and would standardize requirements for supporting documentation for submissions to the three standing committees.
- Units would prepare submissions to the Committee organized by proposals for significant and routine changes, including a summary report / executive summary. This change from current practice would support changes to reporting practices, given that proposals for routine changes would not be forwarded to Senate and, therefore, will not be shared with the University community on a Senate agenda.
- Units will provide a comprehensive description of the proposal to introduce or revise the academic policy, bylaw, or regulation in prose, with a rationale, which could be included in a Report to Senate for approval / information, as appropriate, or posted on the Governance website with decisions of the Committee. To be written and/or reviewed by an academic or academic administrator in the unit.
- Units would provide black-lined and clean copies of revised policies, bylaws, or regulations and any associated Academic Calendar content. The clean copy (final approved version) would either be forwarded to Senate / BOG for approval / information, as appropriate, or be posted on the Governance website with decisions of the Committee.

Certificate and Micro-Certificate Committee

Deadlines/Timelines for Submissions

- Academic or administrative units would be able submit proposals for significant or routine changes for any submission deadline (September through May/June). Units would work to meet the appropriate deadline considering their desired timeline for implementation. This would be consistent with current practices.
- What would change is that proposals would be brought forward from units to this Committee for review, rather than directly to the Senate Executive Committee, for recommendation to Senate.

Preparation of Submissions for the Council and Senate

- The University Secretary's Office would develop a common set of forms and would standardize requirements for supporting documentation for submissions to the three standing committees.
- Units would prepare submissions to the Committee organized by proposals for significant and routine changes, including a summary report / executive summary. This change from current practice would support changes to reporting practices, given that proposals for routine changes would not be forwarded to Senate and, therefore, will not be shared with the University community on a Senate agenda.
- Units will provide a comprehensive description of the proposal to introduce or revise the academic policy, bylaw, or regulation in prose, with a rationale, which could be included in a Report to Senate for approval / information, as appropriate, or posted on the Governance website with decisions of the Committee. To be written and/or reviewed by an academic or academic administrator in the unit.
- Units would provide black-lined and clean copies of revised policies, bylaws, or regulations and any associated Academic Calendar content. The clean copy (final approved version) would either be forwarded to Senate / BOG for approval / information, as appropriate, or be posted on the Governance website with decisions of the Committee.

2.3. Reporting to the Senate and to the Broader University

The terms of reference for the Council and the Committees specify that they would recommend proposals for significant changes to Senate for approval, and they would report to Senate and to the broader University community on proposals for routine changes that they have approved on behalf of Senate.

Pending endorsement / approval by the relevant standing committee(s), as appropriate, proposals for significant changes would be forwarded to Senate and proposals for routine changes would be published on the University Governance website.

Only the clean copies (i.e., and not the black-lined documents) of final versions of the proposals for significant or routine changes, accompanied by a comprehensive (but brief) description of the initiative or changes plus a rationale would be published with a Senate agenda or on the University Governance website.

UNDERGRADUATE STUDIES COUNCIL

Terms of Reference

1. Mandate and Role of the Council

The Undergraduate Studies Council (the Council) supports the Senate of the University of Manitoba (the Senate) by considering and making recommendations to the Senate on, or approving on behalf of the Senate, as appropriate, policies and related matters respecting undergraduate-level programs, including:

- i) introduction, modification, or closure of undergraduate-level programs, including courses, curricula, and other program requirements.
- ii) admissions to undergraduate-level for all applicants to University 1, Faculties, Schools, and Colleges.
- iii) Articulation Agreements with other postsecondary institutions.
- iv) authorized centres of instruction (Approved Teaching Centres) or centres seeking authorization.

Undergraduate-level programs include undergraduate degrees, diplomas, post-baccalaureate diplomas, and micro-diplomas, as defined in the [Certificate and Diploma Framework](#).

Recommendations and decisions of the Council are made in the best interest of the institution. They support and are informed by the priorities and objectives of the University, as set out in formally established institutional and unit-level strategic planning documents and reports, frameworks, and pertinent governing documents. The Council will apply an intersectional lens to matters it considers, reflecting the University's commitment to Indigenous engagement and Reconciliation and its commitment to equity, inclusion, anti-racism, and anti-ableism.

2. Authority

The Council is created by and is accountable to the Senate under the powers provided to the Senate by *The University of Manitoba Act*.

3. Areas of Responsibility

a) Undergraduate-Level Courses and Programs

- i) To recommend to the Senate on proposals for significant changes to courses and programs, as defined in Schedule A, Sections A and D.
- ii) To approve, on behalf of the Senate, proposals for routine changes to courses and programs, as defined in Schedule A, Sections A and D.
- iii) To review and endorse or approve, as appropriate, accompanying Academic Calendar content submissions from academic units according to any guidelines that may be established by the Senate Committee on the Calendar or the Office of the Registrar and Enrolment Services.
- iv) To refer to the Senate Planning and Priorities Committee, for its consideration and recommendation to the Senate, any recommendation of the Council that involves substantive additional costs or affects long-range planning.

b) Undergraduate-Level Admissions

- i) To recommend to the Senate on proposals for significant changes to admission requirements, policies, and regulations, as defined in Schedule A, Section B.

- ii) To approve, on behalf of The Senate, proposals for routine changes to admission requirements, policies, and regulations, as defined in Schedule A, Sections B and D.

c) Articulation Agreements

- i) To recommend to the Senate on:
 - policies and procedures concerning Articulation Agreements between the University and postsecondary institutions, domestic or international, for advanced standing in an undergraduate-level degree program offered by a Faculty, School, or College.
 - significant proposals to establish, renew, or modify an Articulation Agreement, as defined in Schedule A, Sections A and B, including admission requirements and course and other program requirements to be completed at the University.
- ii) To approve, on behalf of the Senate, proposals for routine changes to existing Articulation Agreements, as defined in Schedule A, Sections A and B.
- iii) To inform the Senate of a decision by a Faculty, School, or College not to renew an Articulation Agreement.

d) Approved Teaching Centres

- i) To recommend to the Senate on policies and procedures concerning authorized centres of instruction (Approved Teaching Centres) or centres seeking authorization.
- ii) To approve on behalf of the Senate courses offered by Approved Teaching Centres for credit towards a degree and the instructors offering the courses based on recommendations by the relevant UM Department and Faculty, School, or College.
- iii) To conduct periodic reviews (normally, every seven years) of an institution's relationship as an Approved Teaching Centre, including a review of the institution's goals relevant to their role as an Approved Teaching Centre of the University.

e) Refer to the Senate

The Council may choose to refer any matter for which it has authority under sections 3 (a) through (d) to the Senate for a decision.

f) Reporting

- i) To report to the Senate on recommendations for proposals for significant changes to: courses and programs, admission requirements and policies, and unit-level academic policies, bylaws, and regulations.
- ii) To report to the Senate and the broader University community on approved proposals for routine changes to: courses and programs, admission requirements and policies, and unit-level academic policies, bylaws, and regulations.

4. Composition of the Council

a) Ex Officio voting members (cannot be delegated unless indicated)

- i) The Vice-Provost (Academic Planning and Programs)
- ii) The Vice-President (Indigenous) or delegate
- iii) One Associate Dean from the Faculty of Arts, with responsibility for undergraduate programs
- iv) One Associate Dean from the Faculty of Science, with responsibility for undergraduate programs

- v) The Rector, Université de Saint-Boniface or delegate
- vi) The Vice-Provost (Libraries) and University Librarian or delegate

b) Voting members elected by the Senate

- i) One Associate Dean with responsibility for an undergraduate program(s), from among the professional Colleges of the Rady Faculty of Health Sciences.
- ii) Two Associate Deans / Associate Directors with responsibility for an undergraduate program(s), from among the Faculties and Schools of the University, excluding the Faculties of Arts, Health Sciences, and Science.
- iii) Ten additional members of the academic staff, at least five of whom shall be Senators, with no more than two representatives from the same Faculty or School except that there may be more than two representatives from the Rady Faculty of Health Sciences provided they are from different Colleges.
- iv) Three students.

c) Ex Officio Non-Voting Resource Members (cannot be delegated unless indicated)

- i) The Academic Programs Specialist, Office of the Provost and Vice-President (Academic)
- ii) The Vice-Provost (Students) or delegate
- iii) The Vice-Provost (Equity) or delegate
- iv) The University Registrar and Executive Director of Enrolment Services and/or one delegate representing Student Records and/or one delegate representing Enrolment Services
- v) The President or one Vice-President of the University of Manitoba Students' Union (UMSU)

d) Resource Persons

A staff member from the Office of the University Secretary shall serve as the Committee Resource Person.

The University Secretary or delegate shall serve as Secretary to the Council.

5. Chair and Vice-Chair

The Chair and Vice-Chair are elected by the Council from among the voting members of the Council for a three-year term normally renewable once.

The Chair and the Committee Resource Person will identify an Acting Chair for any meeting where there is a planned or unplanned absence of both the Chair and Vice-Chair.

6. Frequency of Meetings and Annual Work Plans

The Council shall normally meet semimonthly at a minimum in September and October, and a minimum of five times scheduled November through May. Additional meetings may be called by the Chair as required.

The Council shall review and approve an annual work plan developed by the Committee Resource Person in consultation with the Chair.

Academic Policy and Regulations Committee

Terms of Reference

1. Mandate and Role of the Committee

The Academic Policy and Regulations Committee (the Committee) supports the Senate of the University of Manitoba (the Senate) by considering and making recommendations to the Senate on, or approving on behalf of the Senate, as appropriate, matters respecting:

- (i) university-level academic policies, bylaws, and regulations, including those that apply to all students at the University and those that apply only to students in undergraduate-level programs.¹
- (ii) unit- and program-level academic policies, bylaws, and regulations that apply to students in undergraduate- level programs.

Undergraduate-level programs include undergraduate degrees, diplomas, post-baccalaureate diplomas, and micro-diplomas, as defined in the [Certificate and Diploma Framework](#). Graduate-level programs include graduate degrees, diplomas, and micro-diplomas, as defined in the *Framework*.

Recommendations and decisions of the Committee are made in the best interest of the institution. They support and are informed by the priorities and objectives of the University, as set out in formally established institutional and unit-level strategic planning documents and reports, frameworks, and pertinent governing documents. The Committee will apply an intersectional lens to matters it considers, reflecting the University's commitment to Indigenous engagement and Reconciliation and its commitment to equity, inclusion, anti-racism, and anti-ableism.

2. Authority

The Committee is created by and is accountable to the Senate, under the powers provided to the Senate by *The University of Manitoba Act*.

3. Areas of Responsibility

a) Academic Policies, Bylaws, and Regulations

- i) To recommend to the Senate on proposals for significant changes to academic policies, bylaws, and regulations, as defined in Schedule A, Section C.
- ii) To approve, on behalf of Senate, proposals for routine changes to unit- or program-level academic policies, bylaws, and regulations for undergraduate-level programs, as defined in Schedule A, Section C.
- iii) To review accompanying Academic Calendar content submissions from academic units according to any guidelines that may be established by the Senate Committee on the Calendar.

¹ University-level academic policies, bylaws, and regulations that apply only to students in graduate-level programs are considered by the Faculty Council of the Faculty of Graduate Studies, for recommendation to Senate or for approval on behalf of Senate, as appropriate. They are included in the Faculty of Graduate Studies' Academic Guide, in the Academic Calendar.

b) Advisory Role

- i) To advise Faculties, Schools, and Colleges either at the request of a unit or arising from discussions at the Committee, on any matter concerning the academic evaluation of students.
- ii) To receive briefs or other submissions related to academic evaluation as they may be forthcoming from time-to-time.

c) Refer to the Senate for a Decision

The Committee may choose to refer any matter for which it has responsibility under sections 3 (a) and (b) to the Senate for a decision.

d) Reporting

- i) To report to the Senate on recommendations on proposals to establish, significantly modify, or rescind university-, unit-, and program-level policies and regulations respecting the academic evaluation of students, as set out in sections 1 and 3(a)(i).
- ii) To report to the Senate and to the broader University community on approved proposals for routine modifications to unit- or program-level policies and regulations respecting the academic evaluation of undergraduate students and new or modified unit- or program-level regulations for non-academic requirements for registration or continuation in a program, and/or practicum.

4. Composition of Committee

a) Ex Officio voting members (cannot be delegated unless indicated)

- i) The Provost and Vice-President (Academic)
- ii) The Vice-President (Indigenous) or delegate
- iii) The Dean, Faculty of Graduate Studies or delegate
- iv) One Associate Dean from the Faculty of Arts, with responsibility for undergraduate programs
- v) One Associate Dean, from the Faculty of Science, with responsibility for undergraduate programs

b) Voting members elected by the Senate

- i) One Dean or Director of a Faculty or School.
- ii) One Associate Dean Undergraduate from among the constituent Colleges of the Rady Faculty of Health Sciences.
- iii) One Associate Dean / Associate Director Undergraduate from among the Faculties, Schools, and Divisions of the University, excluding the Faculties of Arts, Health Sciences, and Science
- iv) Ten additional members of the academic staff, at least five of whom shall be Senators, with no more than two representatives from the same Faculty or School, except that there may be more than two representatives from the Rady Faculty of Health Sciences provided they are from different Colleges Four students at least one of whom shall be a graduate student.

c) Ex Officio Non-Voting Resource Members

- i) The Vice-Provost (Academic Planning and Programs) or delegate
- ii) The Vice-Provost (Equity) or delegate

- iii) The University Registrar and Executive Director of Enrolment Services and/or delegate
- iv) Director of Student Advocacy or delegate
- v) The President or the Vice-President (Advocacy) of the University of Manitoba Students' Union (UMSU)

d) Resource Persons

A staff member from the Office of the University Secretary shall serve as Committee Resource.

The University Secretary or delegate shall serve as Secretary to the Committee.

5. Chair and Vice-Chair

The Chair and Vice-Chair are elected by the Committee from among the voting members for a three-year term normally renewable once.

The Chair and the Committee Resource will identify an Acting Chair for any meeting where there is a planned or unplanned absence of both the Chair and Vice-Chair.

6. Frequency of Meetings and Annual Work Plans

The Committee shall normally meet monthly between September and May. Additional meetings may be called by the Chair as required.

The Committee shall review and approve an annual work plan developed by the Committee Resource in consultation with the Chair.

Certificate and Micro-Certificate Committee

Terms of Reference

1. Mandate and Role of the Committee

The Certificate and Micro-Certificate Committee (the Committee) supports the Senate of the University of Manitoba (the Senate) by considering and making recommendations to the Senate on, or approving on behalf of the Senate, as appropriate, matters respecting non-degree level programs, including:

- i) the introduction, modification, or closure of non-degree-level programs, including courses, curricula, and other program requirements.
- ii) admissions to non-degree-level programs.
- iii) academic policies, procedures, and regulations for non-degree-level programs.

Non-degree level programs include letters of accomplishment, letters of participation, certificates, and micro-certificates, as defined in the [Certificate and Diploma Framework](#).

Recommendations and decisions of the Committee are made in the best interest of the institution. They support and are informed by the priorities and objectives of the University, as set out in formally established institutional and unit-level strategic planning documents and reports, frameworks, and pertinent governing documents. The Committee will apply an intersectional lens to matters it considers, reflecting the University's commitment to Indigenous engagement and Reconciliation and its commitment to equity, inclusion, anti-racism, and anti-ableism.

2. Authority

The Committee is created by and is accountable to the Senate under the powers provided to the Senate by *The University of Manitoba Act*.

3. Areas of Responsibility

a) Certificate and Micro-Certificate Courses and Programs

- i) To approve, on behalf of the Senate, proposals for routine changes to Micro-Certificate and Certificate courses and programs, as defined in Schedule A, Section D, including to establish, revise, or close / rescind:
 - Certificate and Micro-Certificate programs offered by Faculties, Schools, Colleges, and Divisions, including curricula and associated courses.
 - other unit-, or program-level requirements that must be completed for graduation.
- ii) To review and endorse or approve, as appropriate, accompanying Academic Calendar content submissions from academic units according to any guidelines that may be established by the Senate Committee on the Calendar, the Office of the Registrar and Enrolment Services, and/or the Division of Extended Education, as appropriate.
- iii) To refer to the Senate Planning and Priorities Committee, for its consideration and recommendation to Senate, any recommendation of the Committee that involves substantive additional costs or affects long-range planning.

b) Non-degree Level Program Admissions

- i) To recommend to the Senate on significant proposals to establish, modify, or rescind university-level requirements for, and policies, procedures, and regulations concerning, admissions to non-degree level programs.
- ii) To approve, on behalf of the Senate, routine proposals to establish, modify, or rescind any supplementary¹ unit- and program-level requirements for, and policies, procedures, and regulations concerning, admissions to Certificate and Micro-Certificate programs.

c) Non-degree Level Programs – Academic Policies and Regulations

- i) To recommend to the Senate on significant proposals to establish, revise, or rescind, university-level definitions for, and academic policies, procedures, and regulations concerning, non-degree-level programs. See Schedule A, section D.
- ii) To approve, on behalf of the Senate, routine proposals to establish, revise, or rescind any supplementary¹ unit- and program-level academic policies, regulations, and procedures concerning Certificate and Micro-Certificate programs.

d) Refer to the Senate

The Committee may choose to refer any matter for which it has authority under sections 3 (a), (b), and (c), to Senate for a decision.

e) Reporting

- i) To report to the Senate on recommendations for significant proposals to establish, modify, or rescind, university-level definitions for, and academic regulations concerning, non-degree-level programs.
- ii) To report to the Senate and the broader University community on routine proposals [that conform to university-level definitions and academic regulations established by Senate] to establish, modify, or close Certificate and Micro-Certificate programs; course changes, including deletions, and introductions not tied to a proposal to establish or modify a program; and unit-or program-level academic regulations or requirements for graduation.

4. Composition of the Committee

a) *Ex Officio* voting members (cannot be delegated unless indicated)

- i) The Vice-Provost (Academic Planning and Programs)
- ii) The Vice-President (Indigenous) or delegate
- iii) The Vice-Provost (Libraries) and University Librarian or delegate
- iv) The Dean, Division of Extended Education or delegate
- v) The Dean, Faculty of Graduate Studies or delegate

b) Voting members elected by the Senate

- i) Eight additional members of the academic staff with no more than two representatives from the same Faculty, School, or Division except that there may be more than two representatives from the Rady Faculty of Health Sciences provided they are from different Colleges. The eight academic staff shall include:

¹ i.e., supplementary to any requirements and standards set out in the *Certificate and Diploma Framework*.

- Two Associate Deans / Associate Directors Undergraduate or Graduate
 - At least five Senators
- ii) Two additional individuals, who are experienced in teaching in or administering a non-degree-level program and who currently hold a full-time appointment as an academic or other academic in an academic unit at the University of Manitoba.
 - iii) Three students, including at least one student who is registered in a non-degree-level program
- c) *Ex Officio* Non-Voting Resource Members** (cannot be delegated unless indicated)
- i) Academic Programs Specialist, Office of the Provost and Vice-President (Academic)
 - ii) The Vice-Provost (Equity) or delegate
 - iii) The University Registrar and Executive Director of Enrolment Services and/or one delegate representing Student Records and/or one delegate representing Enrolment Services
 - iv) The President or one Vice-President of the University of Manitoba Students' Union (UMSU)

d) Resource Persons

A staff member from the Office of the University Secretary shall serve as the Committee Resource.

The University Secretary or delegate shall serve as Secretary to the Committee.

5. Chair and Vice-Chair

The Chair and Vice-Chair are elected by the Committee from among the voting members for a three-year term normally renewable once.

The Chair and the Committee Resource will identify an Acting Chair for any meeting where there is a planned or unplanned absence of both the Chair and Vice-Chair.

6. Frequency of Meetings and Annual Work Plans

The Committee shall normally meet monthly between September and May. Additional meetings may be called by the Chair as required.

The Committee shall review and approve an annual work plan developed by the Committee Resource in consultation with the Chair.

Schedule A: Definitions of Significant and Routine Changes for Proposals to the Senate Standing Committees

Cross-references: Terms of reference for:

- Undergraduate Studies Council
- Academic Policy and Regulations Committee
- Certificate and Micro-Certificate Committee
- Faculty Council of the Faculty of Graduate Studies Bylaw
- Certificate and Diploma Framework

A. Undergraduate-Level Courses and Programs

Proposals for Significant Changes to Courses and Programs:

The following types of proposals¹ require the approval of the Senate, or the Senate and the Board of Governors, following a review by the Undergraduate Studies Council. The Senate's decision-making authority cannot be delegated to a Senate Standing Committee or any other governing body of the University.

- New undergraduate degree programs and any associated proposals for new courses that would be offered only if the new program is approved and implemented
- Closure of an academic program
- Change to the name of academic program
- Change to credential of an academic program
- Significant modifications to an existing academic program involving one or more of the following:
 - Program length measured in number of years and/or number of academic terms (i.e., Fall, Winter, Summer)
 - Program restructuring
 - Require and include a significant transition plan
 - Introduction or closure of a work integrated learning program, including co-operative education option and internship programs
 - Introduction or closure of a minor or concentration
 - unit-level² requirements for entrance, continuation, or graduation involving specific courses, minimum course grades, and/or minimum Grade Point Averages
- Changes to University 1 curriculum
- Proposals with potential resource implications, including those that involve requests for new funding, significant restructuring and/or modifications that require a significant transition plan
- New articulation agreements with external institutions
- Requests to renew existing articulation agreements with external institutions
- Significant modifications to an existing articulation agreement with an external institution arising from significant modifications to either the curriculum and/or any

¹ The examples of significant and routine changes are intended to be as comprehensive as possible but are not necessarily exhaustive. The lists may be amended from time-to-time to reflect current practices and processes, following consultation with Senate, the relevant Senate standing committee, and/or the University Secretary, as appropriate. Units can contact the University Secretary (or delegate) or the Chair of the relevant Senate Standing Committee if they have questions about whether a particular proposal is considered to be a significant or routine change where there is no comparable example provided in Schedule A.

² Unit-level refers to the Faculty-, College-, School-, or Division-level.

changes the admission requirements for the degree program at the University of Manitoba, as defined above, or to the curriculum of the diploma, degree, or other program offered at the partner institution.

Proposals for Routine Changes to Courses and Programs:

The following types of proposals¹ do not require approval of the Senate (or the Board of Governors). The Senate's decision-making authority can be delegated to a Senate Standing Committee, a subcommittee of such a Standing Committee, or another governing body of the University.

Under the terms of reference for the Undergraduate Studies Council, the Senate has delegated its authority to the Council for:

- Program modifications involving:
 - lists of required and elective courses
 - changes arising from the deletion and re-introduction of a course or a change to the subject code or course title for an existing course that is used as either a required or elective course
 - unit-level or program-specific requirements for entrance, continuation, or graduation involving specific courses, minimum course grades, and/or minimum Grade Point Averages that do not involve increased requirements (i.e., more rigorous)
- Course introductions³, modifications, deletions
- Modifications to an existing articulation agreement with external institutions arising from routine modifications, as defined above, to the curriculum of either the degree program at the University of Manitoba or the diploma, degree, or other program offered at the partner institution.
- Editorial and other minor revisions to Academic Calendar content, for example, revised descriptions of academic programs.

B. Undergraduate-Level Admissions

Proposals for Significant Changes to Admission Requirements, Policies, and Regulations:

The following types of proposals¹ require the approval of the Senate following a review by the Undergraduate Studies Council. The Senate's decision-making authority cannot be delegated to a Senate Standing Committee or any other governing body of the University.

- New or modified university-level admission requirements⁴ or regulations including, for example:
 - For admission to University 1
 - Direct entry option admission framework ([Senate, May 16, 2018](#), p. 370)
 - Any significant changes to high school courses acceptable for university admission, as communicated by the province in the high school subject guide.
 - English-language proficiency requirements or French-language proficiency requirements for Université de Saint-Boniface
 - Transfer credit policy, including but not limited to, external and internal transfer credit; transfer credit for International Baccalaureate and Advanced Placement;

³ With the exception of course introductions and deletions that are conditional upon the approval and implementation of a proposal for a new academic program or a significant program modification.

⁴ References to University- and unit-level admission requirements include both direct and advanced entry.

the transfer of credit or other pathways from non-degree level programs to undergraduate-level programs.

- New unit-level admission requirements, regulations, or categories
- Modifications to University 1 transit regulations
- Modifications to unit-level admission requirements involving a minimum Adjusted Grade Point Average and/or specific courses or other requirements (e.g., for social sciences, humanities, or science electives, or written English course)
- Requirements for admission under an articulation agreement with an external institution

Proposals for Routine Changes to Admissions Requirements, Policies, and Regulations:

The following types of proposals¹ do not require approval of the Senate). The Senate's decision-making authority can be delegated to a Senate Standing Committee, a subcommittee of such a Standing Committee, or another governing body of the University.

Under the terms of reference for the Undergraduate Studies Council, the Senate has delegated its authority to the Council for:

- New or modified university-level admission processes⁵
- Modifications to unit-level admission requirements including the number or proportion of spaces assigned to specific admission categories but not involving the minimum Adjusted Grade Point Average and/or specific courses or other requirements (e.g., for social sciences, humanities, or science electives, or written English course)
- New or modified unit-level regulations for non-academic requirements for registration, including, for example, criminal and adult and child abuse registry checks⁶
- Modifications to an existing articulation agreement with an external institution arising from routine modifications to the admission requirements, as defined above, for the degree program at the University of Manitoba

C. Academic Policies, Bylaws, and Regulations

Proposals for Significant Changes to Academic Policies, Bylaws, and Regulations:

The following types of proposals¹ require the approval of the Senate, following a review by the Academic Policy and Regulations Committee. The Senate's decision-making authority cannot be delegated to a Senate Standing Committee or any other governing body of the University.

- New or modified university-level academic policies or regulations including the General Academic Regulations
- New or significant modifications to unit-level essential skills and abilities documents, professional unsuitability bylaws
- New or significant modifications to unit- or program- level academic regulations or progression rules, examination regulations, residency regulations
- New or modified regulations concerning maximum time to complete a program
- New or modified requirements for Dean's Honour List

⁵ For example, gender identity options on the UM application ([Senate, June 20, 2018](#), page 105)

⁶ Except where these are included in Professional Unsuitability Bylaws for a program.

Proposals for Routine Changes to Academic Policies, Bylaws, and Regulations:

The following types of proposals¹ do not require approval of the Senate. The Senate's decision-making authority can be delegated to a Senate Standing Committee², a subcommittee of such a Standing Committee, or another governing body of the University.

Under the terms of reference for the Academic Policy and Regulations Committee, the Senate has delegated its authority to the Committee for:

- Minor modifications to unit-or program-level academic regulations or progression rules, examination regulations, residency regulations for undergraduate programs. Minor modifications do not increase requirements for students and might involve only editorial adjustments intended to clarify existing requirements, rules, or processes related to the academic regulation.
- New or modified unit-or program-level regulations for non-academic requirements for registration, continuation, and practicum/field placements, for undergraduate programs. Including, for example, criminal and adult and child abuse registry checks, immunization, CPR, mask-fit testing.

D. Programs Defined in the *Certificate and Diploma Framework*

Proposals for Significant Changes to Programs Defined in the *Certificate and Diploma Framework*, including curriculum, courses, and admission and academic policies and regulations:

The following types of proposals¹ require the approval of the Senate, or the Senate and the Board of Governors, following a review by the Certificate and Micro-Certificate Committee, the Undergraduate Studies Council, and/or the Faculty Council of the Faculty of Graduate Studies, as appropriate. The Senate's decision-making authority cannot be delegated to a Senate Standing Committee or any other governing body of the University.

- Revisions to university-level definitions for and academic regulations concerning non-degree-, undergraduate-, and graduate- level programs defined in the *Certificate and Diploma Framework*⁷
- New Diploma, Post-Baccalaureate Diploma, Graduate Diploma program
- Change to the name of Diploma, Post-Baccalaureate Diploma, Graduate Diploma program
- Significant modifications to Diploma, Post-Baccalaureate Diploma, Graduate Diploma programs involving one or more of the following:
 - program length measured in number of years and or number of academic terms (i.e., Fall, Winter, Summer)
 - Program re-structuring
 - Require and include a significant transition plan
- Closure of a Diploma, Post-Baccalaureate Diploma, Graduate Diploma program

⁷ Micro-certificate, Certificate, Micro-diploma, Diploma, Post-baccalaureate Diploma, Graduate Micro-Diploma, Graduate Diploma, Letter of Accomplishment/Participation

Proposals for Routine Changes to Programs Defined in the *Certificate and Diploma Framework*, including curriculum, courses, and admission and academic policies and regulations

The following types of proposals¹ do not require approval of the Senate (or the Board of Governors). The Senate's decision-making authority can be delegated to a Senate Standing Committee, a subcommittee of such a Standing Committee, or another governing body of the University.

Under the terms of reference for the Certificates and Micro-Certificates Committee, the Senate has delegated its authority to the Committee for:

- New Certificate and Micro-Certificate programs and any associated proposals for new courses that would be offered only if the new program is approved and implemented
- Any modifications to Certificate and Micro-Certificate programs and any associated proposals for new courses that would be offered only if the new program is approved and implemented
- Course introductions², modifications, deletions
- Editorial and other minor revisions to Academic Calendar content, for example, revised descriptions of academic programs
- New and modified requirements/pathways for laddering or stacking across certificates and micro-credentials

Under the terms of reference for the Undergraduate Studies Council and the Faculty Council of the Faculty of Graduate Studies Bylaws, the Senate has delegated its authority to the Council and the Faculty Council of the Faculty of Graduate Studies, as appropriate, for:

- New Micro-Diploma and Graduate Micro-Diploma programs
- Modifications to Diploma, Micro-Diploma, Post-Baccalaureate Diploma, Graduate Diploma, Graduate Micro-Diploma programs involving:
 - lists of required and elective courses
 - changes arising from the deletion and re-introduction of a course or a change to subject code or course title for an existing course that is used as either a required or elective course
 - unit- or program-specific requirements for entrance, continuation, or graduation
- Course introductions², modifications, deletions
- Editorial and other minor revisions to Academic Calendar content, for example, revised descriptions of academic programs
- New and modified requirements/pathways for laddering or stacking into diplomas and degrees

Senate Committee and Process Review

A proposed new structure for governing
academic programs and regulations

January 2025



**University
of Manitoba**

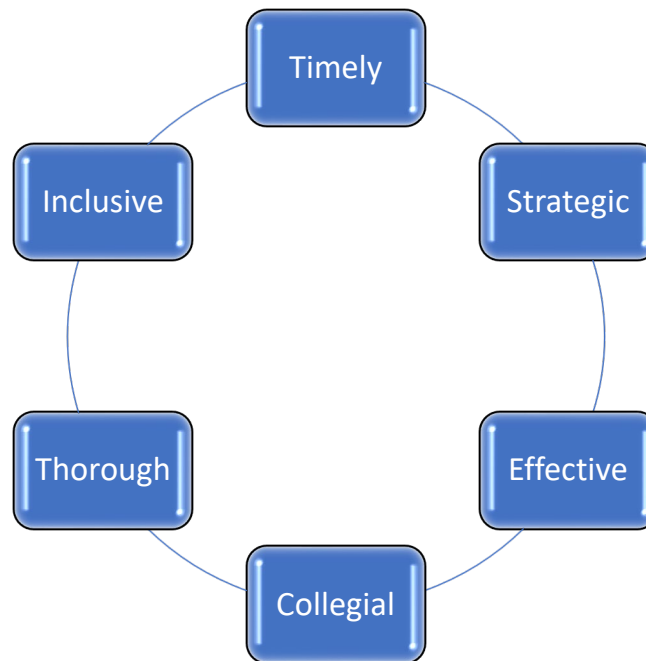
Senate Committee and Process Review Working Group

- Began work in late-2022
- Includes broad membership from those involved in Senate
- Mandate to:
 - Review the *Senate Committee and [Process Review Discussion Paper and recommendations](#)*;
 - Provide advice to the University Secretary on the Discussion Paper and recommendations, and other recommendations to improve the work of Senate;
 - Support the University Secretary in advancing recommendations to Senate Executive and Senate for approval.
 - Create sub-groups to consider and develop particular recommendations.

Senate Committee and Process Review Working Group Goals:

- To simplify Senate committee structures
 - Clear mandates
 - Appropriate, inclusive composition
 - Provide effective support to Senate
- To review and streamline approval processes and timelines from Faculty/School/College Councils through Senate Committees and Senate
- Enhance and promote understanding of collegial governance at UM

Building an Academic Governance Structure that is:



What we've heard

Too many committees

Committee mandates overlap

Narrow focus of Committees

Right people aren't around the table

Nomination process lacking in diversity

Approval process can be too long

Committees are essential to Senate effectiveness

Minor changes follow same process as major

Incorporate EDI and Indigenous Ways of Knowing

Faculties need to review approval processes

Consider delegation of authority

Lack of understanding of governance

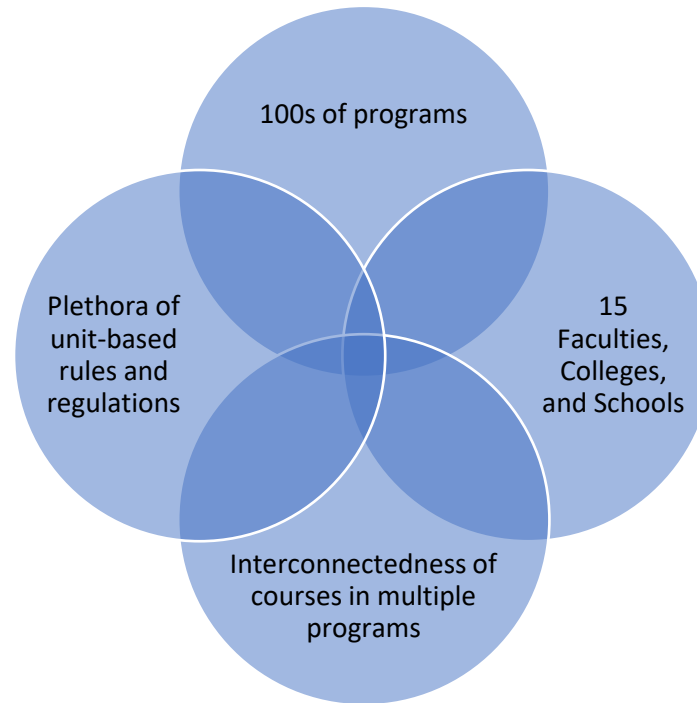
Accomplishments so far:

- Set of Key Principles to guide the Senate Committee System adopted (Senate, February 1, 2023)
- 4 Senate Committee Terms of Reference revised and approved
- 4 Senate Committees disbanded
- 9 of the Discussion Paper Recommendations Fully Implemented

Undergraduate Studies Subgroup

- tasked with considering Recommendations 19-23 and 26-28 from the Senate Committee Review Discussion Paper, related to structure and processes for the governance of undergraduate curriculum, course, program and regulations
- Led by **Shannon Coyston**, Associate University Secretary (Senate), the subgroup includes **Christine Adams**, Undergraduate Programs Coordinator, Faculty of Science; **Sharon Bannatyne**, Associate Registrar and Director of Technology and Academic Support, ORES; **Cassandra Davidson**, Academic Planning and Priorities Specialist, Office of the Provost; **Jila Ghomeshi**, Senator and Associate Dean (Undergraduate Affairs), Faculty of Arts; **Ute Kothe**, Dean, Extended Education, **Mimi Locher**, Dean, Faculty of Architecture; **Dean McNeill**, Chair of the Senate Committee on Curriculum and Course Changes, and Associate Professor, Price Faculty of Engineering; **Sean McKenna**, Associate Dean (Programs), Faculty of Science; **Greg Smith**, Vice-Provost (Academic Planning and Programs); and **Laura Orsak-Williams**, Governance Systems Coordinator (resource person).
- Subgroup has met 15 times to develop its recommendations, **using the Discussion Paper as a starting point.**

Reality Check: UM is Complex



Working group developed a proposal that recognizes our complexity, and finding ways to simplify

A proposed new structure

Undergraduate
Studies Council
(UGSC)

Academic Policy
and Regulations
Committee (APRC)

Certificate and
Micro-Certificate
Committee (CM-
CC)

To replace

~~Senate Committee
on Admissions
(SCADM)~~

~~Senate Committee
on Curriculum and
Course Changes
(SCCCC)~~

~~Senate Committee
on Instruction and
Evaluation (SCIE)~~

~~Senate Committee
on Approved
Teaching Centres
(SCATC)~~

Revised Approval Process

- Proposed definitions of Significant and Routine proposals for:
 - undergraduate-level degree courses and programs.
 - undergraduate-level admissions.
 - academic policies, bylaws, and regulations.
 - undergraduate-level diploma and certificate programs defined in the Certificate and Diploma Framework, and associated curriculum, courses, and admission and academic requirements, policies and regulations.
- Delegation of approval authority to Council and Committees for “Routine” matters.
 - Manages approvals based on complexity and risk.
 - Resource people will provide leadership and guidance to units and Council/Committees.
- Council and Committees are free to refer a matter within their delegated approval authority to Senate if they wish.

Key Features

Greatly reduce number of proposals that need to be considered by multiple committees

Allow for a coordinated review of proposals (current model is disjointed)

Broad committee membership that promotes cross-university engagement.

Delegated authority for the new Council and Committees to approve routine changes on behalf of Senate.

Provide for nimble Senate oversight of Certificates and Micro-Certificates.

Provide more opportunities for units to bring proposals forward throughout the year.

Undergraduate Studies Council

Mandate

“supports the Senate of the University of Manitoba (the Senate) by considering and making recommendations to the Senate on, or approving on behalf of the Senate, as appropriate, policies and related matters respecting undergraduate-level programs, including:

- i) introduction, modification, or closure of undergraduate-level programs, including courses, curricula, and other program requirements.
- ii) admissions to undergraduate-level for all applicants to University 1, Faculties, Schools, and Colleges.
- iii) Articulation Agreements with other postsecondary institutions.
- iv) authorized centres of instruction (Approved Teaching Centres) or centres seeking authorization.”

(from draft terms of reference)

- 23 voting members, of which 16 are elected by Senate and 7 are ex officio.
- 6 non-voting resource members to support the work of the council.

Academic Policy and Regulations Committee

Mandate

“supports the Senate of the University of Manitoba (the Senate) by considering and making recommendations to the Senate on, or approving on behalf of the Senate, as appropriate, matters respecting:

- (i) university-level academic policies, bylaws, and regulations, including those that apply to all students at the University and those that apply only to students in undergraduate-level programs.
- (ii) unit- and program-level academic policies, bylaws, and regulations that apply to students in undergraduate- level programs.”

(from draft terms of reference)

- 18 voting members, of which 13 are elected by Senate and 5 are ex officio.
- 5 non-voting resource members to support the work of the council.

Certificate and Micro-Certificate Committee

Mandate

“supports the Senate of the University of Manitoba (the Senate) by considering and making recommendations to the Senate on, or approving on behalf of the Senate, as appropriate, matters respecting non-degree level programs, including: i) the introduction, modification, or closure of non-degree-level programs, including courses, curricula, and other program requirements. ii) admissions to non-degree-level programs. iii) academic policies, procedures, and regulations for non-degree-level programs. Non-degree level programs include letters of accomplishment, letters of participation, certificates, and micro-certificates, as defined in the Certificate and Diploma Framework.”

(from the draft terms of reference)

- 18 voting members, of which 13 are elected by Senate and 5 are ex officio.
 - Includes academic staff involved in teaching or administrating non-degree level programming
- 5 non-voting resource members to support the work of the council.

Examples of Routine Changes considered by Undergraduate Studies Council

Course and Program Modifications: Changes involving required/elective courses, some unit-level requirements (entrance, continuation, graduation), and minor academic calendar revisions.

Course Changes: Routine introductions, modifications, or deletions of courses not tied to major program changes.

Admissions: New or revised university-level admission processes and adjustments to some unit-level admission requirements (e.g., assigned spaces, admission categories).

Articulation Agreements: Updates to agreements with external institutions due to routine curriculum or admission changes at either partner.

Diploma Programs: Most modifications to Diploma/Post-Baccalaureate Diploma/Graduate Diploma programs (e.g., courses, unit-specific requirements, laddering and stacking pathways).

Academic Regulations: Minor edits to clarify academic regulations, progression rules, and program descriptions without increasing student requirements.

Examples of Routine Changes Considered by The Academic Policy and Regulations Committee

Minor modifications to unit-or program-level academic regulations or progression rules, examination regulations, residency regulations for undergraduate programs: that do not increase requirements for students and might involve only editorial adjustments intended to clarify existing requirements, rules, or processes related to the academic regulation.

Non-Academic Requirements: Introduction or modification of unit- or program-level non-academic requirements (e.g., criminal registry checks, CPR, mask-fit testing) for registration, continuation, or field placements.

Examples of Routine Changes Considered by The Certificate and Micro-Certificate Committee

Certificates and Micro-Certificates: New or modified programs (Certificate, Micro-Certificate) including associated courses and pathways for stacking/laddering credentials.

Meeting Frequency, Approval Timelines and Submission Deadlines

- UGSC will meet semi-monthly (at least) in September and October, and at least five times between November and May.
- APRC and CM-CC will meet monthly between September and May.
- This will allow for greater flexibility in proposing and implementing routine changes, and more opportunities for significant proposals to be reviewed.
 - Schedules and deadlines will be developed to consider implementation for the next academic year/admissions cycle as appropriate and the operational needs of units, the Office off the Registrar and Enrolment Services and the Office of the University Secretary.
 - Significant proposals that involve resource considerations will continue to be referred to SPPC.
 - This model will also allow the work of the Council and committees to be more evenly distributed through the year.
- A communication mechanism for changes approved by Council or Committees will be established to ensure transparency and an accurate historical record.

What will Change for units?

- Units will:
 - Be able to submit and implement some routine changes throughout the year.
 - Be able to implement some routine changes for the start of Winter and Summer terms.
 - Have a chance to respond to feedback from the Council and Committee and keep proposals moving forward more quickly that is currently possible.
 - Need to reconsider the timing of their unit-level approvals in light of the new approval/submission schedule and deadlines for Senate and the standing committees.
 - Be given common sets of forms and documentation requirements for submissions to the Council and Committees. This will help organize submissions and include summaries of the proposed changes.
- ORES and the Office of the University Secretary are reviewing curriculum management software solutions that could assist in streamlining and reducing duplicative efforts in these processes.

Tentative Timeline



Consultation

- In January & February 2025 the proposed changes are being shared for consultation with the following groups:
 - President's Executive Team
 - Deans and Directors
 - Associate Deans
 - SCCCC, SCIE, SCADM members
 - Senate Executive Committee
 - Senate
 - Executive Assistants in Faculties, Schools, and Colleges and other support staff involved in processes
- Questions for the consultation:
 - Is the proposed structure clear?
 - Does the proposed process make sense?
 - Are we missing anything?
 - Will the proposed structure and process help improve the work you need done?
 - Does the proposed structure address your concerns about timely review and approval?
 - Is the degree of delegation of approval authority appropriate? Too much? Not enough?
 - Are the right voices at the table?
- Will have an online feedback form

Discussion - Questions



**University
of Manitoba**

REPORT OF THE SENATE COMMITTEE ON AWARDS

Preamble

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

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

Observations

At its meeting on January 28, 2025, the Senate Committee on Awards approved 3 new offers, 10 revised offers and 4 withdrawals as set out in the Report of the Senate Committee on Awards (January 28, 2025).

Recommendations

On behalf of the Senate, the Senate Committee on Awards recommends that the Board of Governors approve 3 new offers, 10 revised offers, and 4 withdrawals as set out in the Report of the Senate Committee on Awards (January 28, 2025). These award decisions comply with the Student Awards Policy.

Respectfully submitted,

Dr Todd Duhamel

Chair, Senate Committee on Awards

SENATE COMMITTEE ON AWARDS

January 28, 2025

1. NEW OFFERS

Faculty of Law General Bursary

The Faculty of Law established a specific trust fund at the University of Manitoba in 2025. The purpose of the fund is to provide financial support to students in the Faculty of Law. An initial gift of \$266,666.67 each year for six years, followed by \$1,000,000.00 each year for three years will be used to provide bursaries to students across all programs and micro-diplomas offered by the Faculty of Law.

Each year, beginning 2025-2026, a minimum of nine bursaries, each with a minimum amount of \$6,000 will be offered to students who:

- (1) are either:
 - (a) an undergraduate student, enrolled full-time or part-time in any degree program, or any micro-diploma program, in the Faculty of Law; or
 - (b) a graduate student, enrolled full-time or part-time in the Faculty of Graduate Studies in any degree program offered through the Faculty of Law;
- (2) have a minimum degree grade point average of 2.0;
- (3) have demonstrated financial need on the standard University of Manitoba general bursary application form; and
- (4) have completed the Faculty of Law supplemental bursary application form.

The Dean of the Faculty of Law (or designate) will name the selection committee for this award. If a graduate student is selected, the results will be reported through the Dean of the Faculty of Graduate Studies (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.

Gordon Daniel Thomas Bursary in Management

In memory of Dr. Gordon Daniel Thomas, his family and friends established an endowment fund at the University of Manitoba in 2023. Gordon went to university as a mature student with a family. Consequently, his family recognizes the many sacrifices required of a mature student with children. Gordon then subsequently became a prominent faculty member in the Marketing Department in the Asper School of Business for many years until his retirement. The purpose of the fund is to provide financial

support to students in the Asper School of Business. Each year, beginning in 2025-2026, the available annual income from the fund will be used to offer one or more bursaries to undergraduate students who:

- (1) are enrolled full-time (minimum 60% course load) in the Bachelor of Commerce (Honours) program with a major in marketing in the Asper School of Business;
- (2) have achieved a minimum degree grade point average of 2.0; and
- (3) have demonstrated financial need on the standard University of Manitoba general bursary application form.

Preference will be given to mature status students with dependent children.

The selection committee will have the discretion to determine the number and value of awards offered each year based on the available annual income from the fund and the level of financial need demonstrated by candidates for this bursary.

The Dean of the Asper School of Business (or designate) will name the selection committee for this award.

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

Teddy Belayneh Memorial Scholarship

Teddy's Outreach Foundation established an annual scholarship at the University of Manitoba in 2024. The purpose of this scholarship is to reward the academic achievements of students enrolled at the University of Manitoba who identify as Eritrean or Ethiopian. Each year, beginning in 2025-2026 and ending in 2030-2031, one scholarship valued at \$1,250 will be awarded to either an undergraduate or graduate student who:

- (1) identifies as Eritrean or Ethiopian;
- (2) is either:
 - (a) as an undergraduate student, enrolled full-time (minimum 80% course load) in any year of study in any faculty, college, or school at the University of Manitoba; or
 - (b) as a graduate student, enrolled full-time in the Faculty of Graduate Studies in any year of study in any master's or doctoral program at the University of Manitoba; and
- (3) has achieved either:
 - (a) as an undergraduate student, a minimum degree grade point average of 3.0;
 - or

(b) as a graduate student, a minimum grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study.

Preference will be given to a student who demonstrates a commitment to supporting the Eritrean or Ethiopian community through participation in activities on campus or in the community.

Candidates must submit a written statement (maximum 500 words) to self-identify as Eritrean or Ethiopian and, if applicable, describe their participation in activities on campus or in the community that support the Eritrean or Ethiopian community.

The Associate Registrar and Director, Financial Aid & Awards will name the selection committee for this award. If a graduate student is selected, the results will be reported through the Dean of the Faculty of Graduate Studies (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

Class of 1976 Bursary in Dentistry

The following amendments were made to the terms of reference for the Class of 1976 Bursary in Dentistry:

The preamble was revised to:

The Class of 1976 in Dentistry, on the occasion of their 25th graduation reunion, established an endowment fund at the University of Manitoba in 2001. The Manitoba Scholarship and Bursary Initiative has made a contribution to this fund. The purpose of the fund is to provide financial support to undergraduate students in the Dr. Gerald Niznik College of Dentistry. Each year, the available annual income from the fund will be used to offer four bursaries of equal value: two bursaries to new recipients, and two bursaries as renewals to the previous year's recipients. Two bursaries of equal value based on 50% of the available annual income from the fund will be offered to undergraduate students who:

The numbered criteria were revised to:

- (1) are graduates of a Manitoba high school;
- (2) are enrolled full-time (minimum 60% course load) in the first year of study in the Dr. Gerald Niznick College of Dentistry;
- (3) have demonstrated financial need on the standard University of Manitoba general bursary application.

The following renewal paragraphs were added:

The bursary is renewable for one year. Each year, two renewal bursaries of equal value based on the remaining 50% of the available annual income from the fund will be offered to the previous year's recipients, provided the recipients:

- (a) are enrolled full-time (minimum 60% course load) in the second year of study in the Dr. Gerald Niznick College of Dentistry;
- (b) have achieved a minimum degree grade point average of 2.0; and
- (c) have demonstrated financial need on the standard University of Manitoba general bursary application.

In the event that a recipient does not qualify for the renewal bursary, the bursary will be offered to a student in the second year of study in the Dr. Gerald Niznick College of Dentistry who meets criteria (a), (b) and (c) as a one-time bursary.

Dr. Diane Dowling Memorial Scholarship

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

The title was updated to:

University Women's Club of Winnipeg Science Scholarship

The preamble was revised to:

The University Women's Club of Winnipeg Scholarship Trust Fund established an annually funded scholarship at the University of Manitoba in 1955. The purpose of the scholarship is to reward the academic achievements of an undergraduate student in the Faculty of Science. Each year, one scholarship valued at \$1000 will be offered to an undergraduate student who:

The numbered criteria were revised to:

- (1) is enrolled full-time (minimum 80% course load) in the third year of study in any honours or major degree program in the Faculty of Science; and
- (2) has achieved a minimum degree grade point average of 3.5.

The paragraph following the numbered criteria was revised to:

In the event that there are no students who meet all of the numbered criteria, the scholarship will not be offered that year.

The selection committee paragraph was revised to:

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

The standard Board of Governors statement was added.

Dr. Ivy Falardeau Memorial Scholarship

The following amendments were made to the terms of reference for Dr. Ivy Falardeau Memorial Travel Award:

The preamble was revised to:

In memory of Dr. Ivy Falardeau (M.D./ '25), Miss Helen S. Smith established an endowment fund in 1976 at the University of Manitoba. Each year, the available annual income will be used to offer two scholarships to undergraduate students who:

The numbered criteria were revised to:

- (1) are enrolled in full-time study in the Undergraduate Medical Education program in the Max Rady College of Medicine at the University of Manitoba;
- (2) are in good standing;
- (3) are attending a conference related to geriatric medicine or geriatric psychiatry; and
- (4) have completed and signed the Max Rady College of Medicine's Conference Travel Award Application form.

The paragraphs following the numbered criteria were added:

Preference will be given to Undergraduate Medical Education program (UGME) students who are presenting a paper or a poster at a conference.

If in the opinion of the selection committee, there are no suitable applicants, the award will be offered to an UGME student in any geriatric-elective courses at the discretion of the selection committee.

Dayna and Charlie Spring Leadership Scholarship

The following amendments were made to the terms of reference for the Dayna and Charlie Spiring Leadership Scholarship:

The preamble was revised to:

Dayna Spiring (B.A. / '98, LL.B. / '01) and Charles Spiring (B. Comm. Hons. / '80) established an annual scholarship at the University of Manitoba in 2017. The purpose of the scholarship is to recognize the academic achievement of students entering the President's Student Leadership Program offered through the James W. Burns Leadership Institute in the Asper School of Business at the University of Manitoba. Each year, beginning in 2019-2020, two scholarships valued at \$5,000 each will be offered to students who:

The numbered criteria were revised to:

- (1) have been admitted to the President's Student Leadership Program offered through the James W. Burns Leadership Institute;
- (2) are either:
 - (a) enrolled full-time (minimum 80% course load) in any year of study in the Bachelor of Commerce (Honours) program in the Asper School of Business; or
 - (b) enrolled full-time in the Faculty of Graduate Studies in any master's or doctoral program offered through the Asper School of Business;
- (3) have completed either:

- (a) if an undergraduate student, a minimum of 24 credit hours of study; or
 - (b) if a graduate student, a minimum of one year of study in the graduate program; and
- (4) have achieved either:
- (a) if an undergraduate student, a minimum degree grade point average of 3.5; or
 - (b) if a graduate student, a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study.

The paragraphs following the numbered criteria were revised to:

The scholarships will be offered until the fund is fully exhausted. The value of the award may be adjusted in the final year to ensure that the fund is exhausted.

If a graduate student is selected, the results will be reported through the Dean of the Faculty of Graduate Studies (or designate).

Elizabeth Hill Memorial Scholarship

The following amendments were made to the terms of reference for the Elizabeth Hill Scholarship:

The preamble was revised to:

An endowment fund was established at the University of Manitoba in 1992 to honour the memory of Elizabeth Hill, a faculty member in the Faculty of Social Work from 1983 to 1991, and to acknowledge her outstanding contribution as a social worker and academic. The Manitoba Scholarship and Bursary Initiative made a contribution to this fund. The purpose of the fund is to provide annual scholarships to Indigenous graduate students with a special interest in mental health services to Indigenous children and their families. Each year, the available annual income from the fund will be used to offer one or more scholarships to graduate students who:

The numbered criteria were revised to:

- (1) have self-declared as First Nations, Métis, or Inuit people from Canada;
- (2) are enrolled full-time in the Faculty of Graduate Studies in any master's or doctoral program offered by the Faculty of Social Work;
- (3) have achieved a minimum grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study; and
- (4) have direct practice with mental health services to Indigenous communities or who show great potential to do so in their future efforts as social workers.

The paragraphs following the numbered criteria were revised to:

Candidates are required to submit: (a) a current curriculum vitae, (b) a statement (maximum 500 words) which outlines how they meet criterion (4), and (c) two letters of reference from members of the Indigenous community.

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

The selection committee was revised to:

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

The standard Board of Governors statement was added.

Galaway Foundation Scholarship

The preamble was revised to:

Burt and Nan Galaway established an endowment fund at the University of Manitoba with an initial gift of \$50,000 in 1991. The purpose of the fund is to recognize the academic achievements of graduate students in the Faculty of Social Work at the University of Manitoba. Each year, the available annual income from the fund will be used to offer one scholarship to a graduate student who:

The numbered criteria were revised to:

- (1) is enrolled full-time in the Faculty of Graduate Studies in the first year of study in any master's or doctoral program offered by the Faculty of Social Work; and
- (2) has achieved a minimum grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study.

The renewal paragraphs were revised to:

The award may be renewed once provided that the student:

- (1) is enrolled full-time in the Faculty of Graduate Studies in the second year of study in any master's or doctoral program offered by the Faculty of Social Work; and
- (2) has achieved a minimum grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study.

The paragraph following the numbered criteria was revised to:

Only one student may hold this award each year.

The selection committee was revised to:

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

The standard Board of Governors statement was added.

Jean Rorke Memorial Scholarship

The following amendments were made to the terms of reference for the Jean Rorke Memorial Scholarship:

The title was updated to:

University Women's Club of Winnipeg Business Scholarship

The preamble was revised to:

The University Women's Club of Winnipeg Scholarship Trust Fund established an annually funded scholarship at the University of Manitoba in 1990. The purpose of the scholarship is to reward the academic achievements of an undergraduate student in the

Asper School of Business. Each year, one scholarship valued at \$1000 will be offered to an undergraduate student who:

The numbered criteria were revised to:

- (1) is enrolled full-time (minimum 80% course load) in the third year of study in the Bachelor of Commerce (Honours) degree program in the Asper School of Business; and
- (2) has achieved a minimum degree grade point average of 3.5.

The paragraph following the numbered criteria was revised to:

In the event that there are no students who meet all of the numbered criteria, the scholarship will not be offered that year.

The selection committee paragraph was revised to:

The Dean of the Asper School of Business (or designate) will name the selection committee for this award.

The standard Board of Governors statement was added.

Stantec Graduate Fellowship in Architecture

The following amendments were made to the terms of reference for the Stantec Graduate Fellowship in Architecture:

The preamble was revised to:

Stantec established an annually funded fellowship at the University of Manitoba in 2016. The purpose of the fellowship is to reward the academic achievements of a graduate student in the Faculty of Architecture. Each year, beginning in 2025-2026 and ending in 2027-2028, one fellowship valued at \$1,500 will be offered to a graduate student who:

The numbered criteria were revised to:

- (1) is enrolled full-time in the Faculty of Graduate Studies in the second year of study in the Master of Architecture program;
- (2) has achieved a minimum grade point average of 3.5 in the first year of study in the Master of Architecture program; and
- (3) is working on an approved master's thesis on a sustainable urban core project and demonstrates the application of an integrated design process using the pooled knowledge of various professional discipline skills.

The paragraph following the numbered criteria was revised to:

In order to demonstrate how they meet criterion (3), applicants must submit a copy of their thesis proposal to the Faculty of Architecture.

The selection committee paragraph was revised to:

The 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 this award.

Stantec Graduate Fellowship in Engineering

The following amendments were made to the terms of reference for the Stantec Graduate Fellowship in Engineering:

The preamble was revised to:

Stantec established an annually funded fellowship at the University of Manitoba in 2016. The purpose of the fellowship is to reward the academic achievements of a graduate student in the Price Faculty of Engineering. Each year, beginning in 2025-2026 and ending in 2027-2028, one fellowship valued at \$1,500 will be offered to a graduate student who:

The numbered criteria were revised to:

- (1) is enrolled full-time in the Faculty of Graduate Studies in the second year of study in any master's program offered through the Price Faculty of Engineering;
- (2) has achieved a minimum grade point average of 3.5 based on the last 60 credit hours (or equivalent) of study; and
- (3) is working on an approved master's thesis focused on a construction industry related project.

The paragraph following the numbered criteria was revised to:

In order to demonstrate how they meet criterion (3), applicants must submit a copy of their thesis proposal to the Price Faculty of Engineering.

The selection committee paragraph was revised to:

The Dean of the Faculty of Graduate Studies (or designate) will ask the Chair of the Price Faculty of Engineering Graduate Awards Committee (or designate) to name the selection committee for this award.

The Anna Matas Prize

The following amendments were made to the terms of reference for the Anna Matas Prize:

The preamble was revised to:

Members of the Matas family, desiring to honour the memory of their mother and grandmother, Mrs. Anna Matas, established an annual prize in the Faculty of Arts, for distinguished achievement in English, in order to assist with fourth year expenses. Each year, the available annual income from the fund will be used to offer one scholarship to an undergraduate student who:

The numbered criteria were revised to:

- (1) is enrolled full-time (minimum 80% course load) in their fourth year of study in the Bachelor of Arts (Honours) in English program in the Faculty of Arts; and
- (2) has achieved a minimum degree grade point average of 3.0.

The selection committee was revised to:

The Dean of the Faculty of Arts (or designate) will ask the Department Head of English, Theatre, Film & Media (or designate) to name the selection committee for this award.

The standard Board of Governors statement was added.


3. WITHDRAWALS

The following awards are requested by the donor to be withdrawn:

- Canada Life Actuarial Career Scholarship
- Davis and Henderson Credit Union Scholarship
- Furthering the Environment of Learning Fund (FUEL)
- The Big Time Scholarship for Bison Football



MEMORANDUM

DATE: January 29, 2025
TO: Michael Benarroch, Chair of Senate
FROM: Jeff M. Leclerc, University Secretary 
SUBJECT: ***APPROVAL OF MOTION***
Executive Committee – January 29, 2025

On January 29, 2025 the Executive Committee, on behalf of the Board of Governors, approved the following motion:

THAT the Executive Committee, on behalf of the Board of Governors, approve the Report of the Senate Committee on Awards (November 12, 2024).

Copy: V. Koldingnes
D. Hiebert-Murphy
S. Coyston

JL/mw




UM

Office of the University Secretary

312 Administration Building
Winnipeg, Manitoba
Canada R3T 2N2
T: 204-474-9593
F: 204-474-7511

MEMORANDUM

DATE: January 29, 2025
TO: Michael Benarroch, Chair of Senate
FROM: Jeff M. Leclerc, University Secretary 
SUBJECT: ***APPROVAL OF MOTION***
Executive Committee – January 29, 2025

On January 29, 2025 the Executive Committee, on behalf of the Board of Governors, approved the following motion:


THAT the Executive Committee, on behalf of the Board of Governors, approve the revised Policy and Procedure on The Ethics of Research Involving Humans.

Copy: M. Pinto
S. Coyston

JL/mw



MEMORANDUM

DATE: January 29, 2025
TO: Michael Benarroch, Chair of Senate
FROM: Jeff M. Leclerc, University Secretary 
SUBJECT: ***APPROVAL OF MOTION***
Executive Committee – January 29, 2025

On January 29, 2025 the Executive Committee, on behalf of the Board of Governors, approved the following motion:


THAT the Executive Committee, on behalf of the Board of Governors, approve the proposal for a University of Manitoba Research Chair in Beef Cattle Economic Sustainability, Department of Animal Science, Faculty of Agriculture and Food Sciences.

Copy: K. Ominski
M. Scanlon
S. Coyston

JL/mw



MEMORANDUM

DATE: January 29, 2025
TO: Michael Benarroch, Chair of Senate
FROM: Jeff M. Leclerc, University Secretary 
SUBJECT: ***APPROVAL OF MOTION***
Executive Committee – January 29, 2025

On January 29, 2025 the Executive Committee, on behalf of the Board of Governors, approved the following motion:

THAT the Executive Committee, on behalf of the Board of Governors, approve the revised Terms of Reference, Manitoba Strategic Research Chair in Sustainable Protein, Department of Food and Human Nutritional Sciences, Faculty of Agricultural and Food Sciences.

Copy: C. Rosell
M. Scanlon
S. Coyston

JL/mw

February 12, 2025

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

Ms. Angie Bruce, Vice-President (Indigenous), will be the Speaker for the Executive Committee for the March 5, 2025, meeting of Senate.

2. Comments of the Executive Committee of Senate

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

Respectfully submitted,

Dr. Michael Benarroch, Chair
Senate Executive Committee
[Terms of Reference](#)

January 23, 2025

Report of the Senate Committee on Instruction and Evaluation RE: Revised Regulation on Completing the Program with a Minor, B.Comm.(Hons.), I.H. Asper School of Business

Preamble:

1. The terms of reference for the Senate Committee on Instruction and Evaluation (SCIE) can be found at:
https://www.umanitoba.ca/governance/sites/governance/files/2021-09/Senate_Committee_on_Instruction_and_Evaluation_Terms_of_Reference.pdf
2. At a meeting on January 23, 2025 SCIE considered a proposal from the I.H. Asper School of Business regarding revising its regulation on Completing the Program with a Minor for the Bachelor of Commerce (Honours).
3. The proposal was endorsed by the I.H. Asper School of Business Faculty Council on December 6, 2024.

Observations:

1. Currently, Bachelor of Commerce (Honours) students who wish to complete a Minor are not able to use Core course requirements towards a Minor. This prevents these students from pursuing a Minor in Economics, Mathematics, or Statistics, which was not the intent of the Faculty.
2. The Faculty is proposing that Core and Foundation courses be permitted to meet the requirements of a Minor. This change would allow students to pursue a Minor in Economics, Mathematics, or Statistics.
3. The Faculty is asking that this revision be made retroactively, to September 1, 2024, so that students who entered the program in Fall 2024 are not disadvantaged. The Office of the Registrar and Enrolment Services were consulted on this request, and have indicated that in this case, the request to have the revision applied retroactively can be accommodated.

RECOMMENDATION:

The Senate Committee on Instruction and Evaluation recommends:

THAT Senate approve the revised regulation on Completing the Program with a Minor, B.Comm.(Hons.), I.H. Asper School of Business, effective September 1, 2024.

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

Respectfully submitted,

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

SECTION D – ACADEMIC CALENDAR CONTENT

Changes in Program Requirements

Once students are admitted to the Asper School and have successfully completed any portion of the program, they will not be required to meet new course requirements subsequently stipulated for that portion of the program, whether the requirements be for the Faculty or for an individual major or minor.

Completing Two Majors (Second Major)

Students wishing to complete two majors will not be given any registration priority for a second major. The Asper School of Business cannot guarantee that students will obtain space in the courses they would like for a second Major. Please refer to [Business Elective or Non-Business Elective](#).

Students who have completed all the requirements or who have all the courses in registration for a Major are not permitted to formally declare a different major unless there is space in the courses needed to complete the different major. Students are not permitted to declare a different major in order to obtain space in full courses.

In the event a course is any one of the electives in two different majors, that course may not be used to satisfy both Major requirements. The student may use that course to satisfy the requirements of one major but must take a different course from the list of business electives in the second Major.

Completing the Program with a Minor

Students may, if they wish, declare and complete a Minor from any other faculty or interdisciplinary program at the University of Manitoba which offers a listed Minor. A Minor is 18 credit hours which are in a subject field that is different from that of the declared Major(s), commonly with a minimum of 12 credit hours being at the 2000-, 3000-, and 4000-levels. Minors available can be found within the appropriate departmental/school/faculty program lists. Completion of a Minor in a B. Comm (Hons.) program is entirely optional. It should be noted that when students are wishing to also complete two Majors, any consideration of completing a Minor should be made early on, due to restricted opportunities in later years of their programs. Completion of a Minor may require that a student take more than the minimum number of credit hours required for graduation. Students may not declare multiple Minors.

Enrolment and prerequisite requirements set by the host faculty of that Minor must be met. No course can be used to satisfy both the Major(s) and the Minor requirement. ~~Courses used in a Minor may not also be used to meet Core course requirements.~~ **Core and Foundation courses can be used to meet the minor(s) requirements.** A minor may be declared once the prerequisite is satisfied. For further information about courses required for the completion of a specific Minor, please refer to the section of the calendar that relates to the chosen area.

Students are not permitted to take the Management Minor.

Students are not permitted to take Leadership for Business and Organizations Minor for Non-Business Students.

January 30, 2025

Report of the Senate Committee on University Research Re: Proposal to Revise the Terms of Reference for the Morberg Family Chair in Hepatology at Health Sciences Centre

Preamble:

1. The terms of reference for the Senate Committee on University Research (SCUR) can be found at:
https://umanitoba.ca/governance/sites/governance/files/2021-09/Senate_Committee_on_University_Research_Terms_of_Reference.pdf
2. At its meeting on January 30, 2025, SCUR received for review, a proposal to revise the terms of reference for the Morberg Family Chair in Hepatology
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. Dr. Richard Keijzer, on behalf of the Max Rady College of Medicine, Rady Faculty of Health Sciences, has submitted a proposal to change the Terms of Reference for its Morberg Family Chair in Hepatology at Health Sciences Centre.
2. The proposal aims to change the rank to include Assistant Professor and Associate Professor, along with additional minor updates to align with other Chairs in the Max Rady College of Medicine.
3. The Chair will be funded by the annual interest from a \$4,100,000 endowment fund (created from an initial \$3,000,000 endowment and the more recent additional gift \$1,100,000 from the Health Sciences Centre Foundation).
4. The Max Rady College of Medicine met and endorsed the revisions to terms of reference of the Morberg Family Chair in Hepatology at Health Sciences Centre on November 26, 2024.

Recommendation:

The Senate Committee on University Research recommends THAT: the change in terms of reference for the Morberg Family Chair in Hepatology at Health Sciences Centre be approved by Senate.

Respectfully submitted,



B. Mario Pinto
Vice-President (Research and International)
Chair, Senate Committee on University Research

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



Date: December 4, 2024

To: B. Mario Pinto, Vice-President (Research and International)

From: Diane Hiebert-Murphy, Provost and Vice-President (Academic)

Re: Revisions to the Terms of Reference of a Research Chair in Hepatology

On behalf of the Max Rady College of Medicine, Rady Faculty of Health Sciences, Dr. Peter Nickerson has submitted a proposal to revise the terms of reference of the Morberg Family Chair in Hepatology at Health Sciences Centre within the Department of Internal Medicine. The proposed Chair position aligns with the priorities of the Department, Faculty, and the University. The Chair will provide leadership, scholarship, and mentorship in Hepatology.

The policy on Chairs and Professorships specifies that:

- (1) Chairs are established to advance the University's academic goals and objectives;
- (2) A Chair normally must, at its establishment, be fully funded from sources outside of the University's regular operating budget, and the funding must be sufficient to cover the full salary and benefits of the incumbent and an appropriate level of unrestricted research/scholarly support;
- (3) Chairs must be funded by way of an endowment or through a schedule of annual expendable gifts for a defined period of not less than five years, or by a combination of endowment and annual expendable gifts;
- (4) Chairs shall normally be attached to a department, faculty, school, college, centre, or institute of the university, and the goals of the Chair shall be consistent with that unit;
- (5) The establishment of a Chair normally shall not be tied to the appointment of a particular individual;
- (6) Individuals appointed to Chairs normally shall have the academic qualifications commensurate with an appointment at the rank of Assistant Professor, Associate Professor, or Professor;
- (7) The initial term of the appointment of Chairs 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; and
- (8) A Chair may be established jointly by the University and another university, an institution affiliated with the University (including teaching hospitals) or a research institute, on terms jointly agreed to by the parties. In such cases, funds may be held either by the University or by the other party, or both.

The proposed Chair position satisfies the above requirements. The Chair is a joint initiative between the University of Manitoba and the Health Sciences Centre Foundation. The Chair will be funded by interest accrued from an initial endowment of \$3,000,000, along with the \$1,100,000 currently held in an endowment fund by the Health Sciences Centre Foundation. The University of Manitoba and the Health Sciences Centre Foundation will continue fundraising to secure additional funds through private donations and industry support.

I support this proposal and request that you present it to the Senate Committee on University Research for consideration and recommendation to the Senate and, in turn, the Board of Governors.

If you have any questions or concerns, please do not hesitate to contact me.



November 27, 2024

Dr. Diane Hiebert-Murphy
Provost and Vice-President (Academic)
210 Administration Building
University of Manitoba
Winnipeg, MB R3T 2N2

Dear Dr. Hiebert-Murphy,

Re: Revised Terms of Reference of Morberg Family Chair in Hepatology at Health Sciences Centre

I am proposing that the revised Terms of Reference for the Morberg Family Chair in Hepatology at Health Sciences Centre be supported as proposed. Changes include changing rank to include Assistant Professor, Associate Professor, as well as additional minor updates to align with other Chairs in the Max Rady College of Medicine. The purpose of the Morberg Family Chair in Hepatology at Health Sciences Centre is to provide leadership, scholarship, and mentorship in Hepatology.

The Morberg Family Chair in Hepatology at Health Sciences Centre will be funded by the annual interest from a \$4,100,000 endowment fund (including the recent additional gift of \$1,100,000 from the Health Sciences Centre Foundation).

The Max Rady College of Medicine met and endorsed the revisions to the Morberg Family Chair in Hepatology at Health Sciences Centre Terms of Reference on November 26, 2024.

Enclosed are the 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,

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

Attachment

CC Dr. Richard Keijzer, Associate Dean (Research), Max Rady College of Medicine

November 18, 2024

Dr. Peter Nickerson
Dean Max Rady College of Medicine and Vice-Provost (health sciences)
A101B Chown Building, 753 McDermot Avenue, University of Manitoba, Bannatyne Campus,
Winnipeg, MB R3E 0T6

RE: Revisions to the Morberg Family Chair in Hepatology at Health Sciences Centre

Dear Dr. Nickerson,

I am proposing to the Max Rady College Executive Council to change and update the terms of reference of the above-noted Chair. The purpose of the Morberg Family Chair in Hepatology at Health Sciences Centre is to provide leadership, scholarship, and mentorship in the area of Hepatology. The proposed changes in the ToR include changing the rank to include Assistant Professor and Associate Professor and additional minor updates to align with other Chairs in the Max Rady College of Medicine.

The Chair will be funded by the annual interest from a \$4,100,000 endowment fund (created from an initial \$3,000,000 endowment and the more recent additional gift \$1,100,000 from the Health Sciences Centre Foundation).

Enclosed are the Terms of Reference (with changes highlighted in red) for your approval. Jonathon Lyons from the Health Sciences Centre Foundation agrees as outlined in the attached email. I look forward to your response in due course. Please let me know if you require any additional information.

Sincerely,



Richard Keijzer, MD, MSc, PhD, FACS
Associate Dean (Research)
Professor of Surgery, Pediatrics & Child Health and Physiology & Pathophysiology
Thorlakson Chair in Surgical Research
Max Rady College of Medicine | University of Manitoba
Rady Faculty of Health Sciences | University of Manitoba
richard.keijzer@umanitoba.ca

PROPOSAL TO REVISE AN ENDOWED CHAIR
The Morberg Family Chair in Hepatology at Health Sciences Centre

EXECUTIVE SUMMARY:

In accordance with the procedures and mechanisms for establishing Chairs and Professorships at the University of Manitoba the following is presented:

TYPE OF APPOINTMENT: Chair

NAME OF CHAIR: The Morberg Family Chair in Hepatology at Health Sciences Centre

PURPOSE AND OBJECTIVES OF CHAIR:

The Morberg Family Chair in Hepatology at Health Sciences Centre is a joint initiative between the University of Manitoba and the Health Sciences Centre Foundation. The Chair will provide leadership, scholarship, and mentorship in Hepatology. The specific objectives of the Chair will include:

- The promotion of basic and translational research in hepatobiliary disorders
- Enhance the competitiveness of the University of Manitoba at national and international peer reviewed funding agencies such as CIHR, NIH, and Canadian Liver Foundation in the area of hepatobiliary disorders research
- The establishment and sustenance of critical intramural and extramural links and collaboration that serve to promote research in liver disorders at the University of Manitoba
- Research in the area of hepatobiliary disorders will promote health care excellence and benefit the diverse communities served by the Health Sciences Centre
- The provision of mentorship and opportunities for young investigators embarking on careers focused on research and hepatobiliary disorders
- The pursuit of research topics that will lead to cures or improved health for individuals with hepatobiliary problems, and to ensure that high quality and timely care is available for Manitobans

RELATIONSHIP TO THE PROPOSING UNIT

The Section of Hepatology in the Department of Internal Medicine at the Max Rady College of Medicine, Rady Faculty of Health Sciences and the Health Sciences Centre Foundation have a major academic commitment to achieving the highest level of excellence in hepatobiliary disease research. Moreover, there exists within the Max Rady College of Medicine, Rady Faculty of Health Sciences, several excellent opportunities for state-of-the-art collaborative research between basic and clinical investigators focused on viral and immune mediated diseases and liver cancer. The proposed Chair would serve to enhance research activity in hepatobiliary diseases and, in doing so, the overall research profile of the Department of Internal Medicine and Max Rady College of Medicine, Rady Faculty of Health Sciences.

By promoting basic, clinical and epidemiological research in Hepatology, the Section of Hepatology will meet its academic objectives of achieving excellence in hepatobiliary disease research.

The promotion of research excellence in Hepatology is highly congruent with the academic mission of the Department of Internal Medicine and Max Rady College of Medicine, Rady Faculty of Health Sciences at the University of Manitoba and the Health Sciences Centre Foundation.

The Chair will support an individual Clinician-Scientist by providing salary support and operating funds to pursue independent research in hepatobiliary diseases. This support will allow the recipient to maximize their research activity and effectiveness, as well as lead research activity in the Max Rady College of Medicine, Rady Faculty of Health Sciences in this strategically important area.

THE METHOD BY WHICH THE CHAIR WILL BE FUNDED:

Interest accrued for the initial endowment of \$3,000,000.

FUNDING METHOD:

The Health Sciences Centre Foundation currently holds \$1,100,000 in an endowment fund that will be directed to establishing the Research Chair in Hepatology. Further fund raising will continue by the University of Manitoba and the Health Sciences Centre Foundation to seek the balance of the money required through both private and industry support. It is anticipated that funding of the Chair would be from the interest accrued on this endowment.

The revenue generated from this fund will support a portion of the salary for the appointee as well as an appropriate level of unrestricted research support for the Chair in the form of operating funds. This annual discernment amount will be in accordance with the University of Manitoba's current policies on endowment funds and will cover a portion of the University of Manitoba salary and benefits as well as potentially provide research support, as stipulated in the Policy and Procedures for establishing Chairs and Professorships.

GENERAL AND SPECIFIC REQUIREMENTS FOR THE CHAIR

In accordance with the policy and procedures for establishing chairs at the University of Manitoba, individuals appointed to the Morberg Family Chair in Hepatology at Health Sciences Centre shall have the following qualifications:

- Canadian citizen or permanent resident
- Internal Medicine specialist (FRCPC) with expertise in Hepatology
- Holding a current academic appointment at the rank of Assistant, Associate or Full Professor
- Holding a clinical appointment at the Health Sciences Centre, Winnipeg
- History of excellence in research as evidenced in high quality research output, successful and promising research projects and programs, and significant contributions to the academic and clinical community at the local, national and/or international level
- History of mentoring junior colleagues and investigators.
- History of effective and productive collaboration with intramural and extramural investigators and institutions

TERM OF APPOINTMENT:

- The term of the appointment will be for five years
- The renewal of the appointment for additional term, conditional upon available funds, will occur in the final year of the term subject to a successful review of the incumbent's performance within the context of the appointee's home department. The process of renewal will be initiated and jointly coordinated by the Vice Dean Research, Rady Faculty of Health Sciences and the Director of Research, Health Sciences Centre, Winnipeg
- The incumbent will provide an annual progress report in accordance with the University Policy on Chairs and Professorships. In addition to the reporting requirements stipulated in this policy, the incumbent shall provide an annual report of teaching and research activities to the Dean of the Max Rady College of Medicine and the Director of Research, Health Sciences Centre, Winnipeg. In turn, the Dean/Director of Research shall provide a copy of the said report to individuals that have specifically requested this information on a need-to-know basis, or it may be used for reporting to donors in university communications.
- Consistent with the incumbent's home department policies, the incumbent will participate in an annual research review by the Department Head or designate

A successful performance review will provide evidence of the following:

Program of Research, Scholarly Work and Creative Activities

The Chair holder is developing or has an established program either individually and/or as a team. There is evidence of leadership.

Knowledge Generation/Communication

1. Publications – There is evidence of sustained dissemination of new knowledge that is directed towards the academic and/or healthcare community.
2. Presentations – There is evidence of communication of research findings to the academic, professional, or stakeholder community on a regular basis.

3. The incumbent must acknowledge that they hold their appointment at the University of Manitoba in all publications, lectures, and activities supported by the fund.

Funding

1. Operating – There is evidence that the Chair holder plays a leading role in successful applications to competitive funding organizations individually or as a member of a team.
2. Student Funding – The Chair holder is expected to assist research trainees under their supervision with funding applications.

Student Supervision

The Chair holder is expected to be involved in mentoring and successful supervision of research trainees.

OTHER PROVISIONS:

1. The selection and appointment of an individual to the Morberg Family Chair in Hepatology at Health Sciences Centre shall be conducted in accordance with the University Policy and Procedures on Chairs and Professorships. The selection committee will include (but not be restricted to):
 - Vice Dean Research, Rady Faculty of Health Sciences and the Director of Research, Health Sciences Centre, Winnipeg will act as Co-Chairs of the selection and renewal committee;
 - Head or delegate, Department of Internal Medicine, Max Rady College of Medicine;
 - Section Head of Hepatology;
 - Resident trainee in Internal Medicine (Section of Hepatology)
 - Site Medical Lead, Health Sciences Centre;
 - Chief Executive Officer, Health Sciences Centre Foundation.
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. The incumbent will acknowledge that they hold the Morberg Family Chair at Health Sciences Centre in all publications, lectures and any other activity supported by the fund.
4. The incumbent may have a cross appointment to an applicable Department for the purpose of graduate training. The incumbent will participate in an appropriate amount of teaching activity, including for undergraduate and post-graduate trainees and graduate students, where appropriate.
5. UM values freedom of expression and has a clear policy on academic freedom, which is enshrined in the university's governing documents, including our Academic Freedom and Responsibilities Policy (https://umanitoba.ca/governance/sites/governance/files/2021-06/Academic%20Freedom%20and%20Responsibilities%20Policy%20_1988_09_22%20RF.pdf) and the Collective Agreement (https://www.umanitoba.ca/careers/sites/careers/files/2022-08/umfa-collective-agreement-2021-2024-signed_0.pdf) between the university and the University of Manitoba Faculty Association (UMFA). In keeping with the principles set out in UM governing documents and the UMFA Collective Agreement, those persons engaged in teaching, research, and dissemination of knowledge are entitled to freedom in discussing their subjects and freedom from institutional censorship, penalties, and reprisals.

The University of Manitoba is committed to the principles of equity, diversity & inclusion and to promoting opportunities in hiring, promotion and tenure (where applicable) for systemically marginalized groups who have been excluded from full participation at the University and the larger community including Indigenous Peoples, women, racialized persons, persons with disabilities and those who identify as 2SLGBTQIA+ (Two Spirit, lesbian, gay, bisexual, trans, questioning, intersex, asexual and other diverse sexual identities). All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.

PROPOSAL TO REVISE AN ENDOWED CHAIR
The Morberg Family Chair in Hepatology at Health Sciences Centre

EXECUTIVE SUMMARY:

In accordance with the procedures and mechanisms for establishing Chairs and Professorships at the University of Manitoba, ~~Policy 428~~, the following is presented:

TYPE OF APPOINTMENT: Chair

NAME OF CHAIR: The Morberg Family Chair in Hepatology at Health Sciences Centre

PURPOSE AND OBJECTIVES OF CHAIR:

The Morberg Family Chair in Hepatology at Health Sciences Centre is a joint initiative between the University of Manitoba and the Health Sciences Centre Foundation. The Chair will provide leadership, scholarship, and mentorship in Hepatology. The specific objectives of the Chair will include:

- The promotion of basic and translational research in hepatobiliary disorders
- Enhance the competitiveness of the University of Manitoba at national and international peer reviewed funding agencies such as CIHR, NIH, and Canadian Liver Foundation in the area of hepatobiliary disorders research
- The establishment and sustenance of critical intramural and extramural links and collaboration that serve to promote research in liver disorders at the University of Manitoba
- Research in the area of hepatobiliary disorders will promote health care excellence and benefit the diverse communities served by the Health Sciences Centre
- The provision of mentorship and opportunities for young investigators embarking on careers focused on research and hepatobiliary disorders
- The pursuit of research topics that will lead to cures or improved health for individuals with hepatobiliary problems, and to ensure that high quality and timely care is available for Manitobans

RELATIONSHIP TO THE PROPOSING UNIT

~~(Section of Hepatology, Department of Internal Medicine, Faculty of Medicine):~~

The ~~Section of Hepatology in the Faculty of Medicine and the~~ Department of Internal Medicine at the Max Rady College of Medicine, Rady Faculty of Health Sciences University of Manitoba and the Health Sciences Centre Foundation have a major academic commitment to achieving the highest level of excellence in hepatobiliary disease research. Moreover, there exists within the Max Rady College of Medicine, Rady Faculty of Health Sciences, Faculty of Medicine ~~a number of several~~ excellent opportunities for state-of-the-art collaborative research between basic and clinical investigators focused on viral and immune mediated diseases and liver cancer. The proposed Chair would serve to enhance research activity in hepatobiliary diseases and, in doing so, the overall research profile of the Department of Internal Medicine and Max Rady College of Medicine, Rady Faculty of Health Sciences ~~Faculty of Medicine.~~

By promoting basic, clinical and epidemiological research in Hepatology, the Section of Hepatology will meet its academic objectives of achieving excellence in hepatobiliary disease research.

The promotion of research excellence in Hepatology is highly congruent with the academic mission of the Department of Internal Medicine and Max Rady College of Medicine, Rady Faculty of Health Sciences ~~Faculty of Medicine~~ at the University of Manitoba and the Health Sciences Centre Foundation.

The Chair will support an individual Clinician-Scientist by providing salary support and operating funds to pursue independent research in hepatobiliary diseases. This support will allow the recipient to maximize ~~their/his/her~~ research activity and effectiveness, as well as lead research activity in the Max Rady College of Medicine, Rady Faculty of Health Sciences ~~Faculty~~ in this strategically important area. ~~Excellence of the candidate will be the first priority.~~

THE METHOD BY WHICH THE CHAIR WILL BE FUNDED:

Interest accrued for the initial endowment of \$3,000,000.

FUNDING METHOD:

The Health Sciences Centre Foundation currently holds \$1,100,000 in an endowment fund that will be directed to establishing the Research Chair in Hepatology. Further fund raising will continue by the University of Manitoba and the Health Sciences Centre Foundation to seek the balance of the money required through both private and industry support. It is anticipated that funding of the Chair would be from the interest accrued on this endowment.

The revenue generated from this fund will support a portion of the salary for the appointee as well as an appropriate level of unrestricted research support for the Chair in the form of operating funds. This annual disbursement amount will be in accordance with the University of Manitoba's current policies on endowment funds and will cover a portion of the University of Manitoba salary and benefits as well as potentially provide research support, as stipulated in the Policy and Procedures for establishing Chairs and Professorships. ~~In addition, opportunities to leverage these funds will be explored through programs offered by the CIHR.~~

GENERAL AND SPECIFIC REQUIREMENTS FOR THE CHAIR

In accordance with the policy and procedures for establishing chairs at the University of Manitoba, ~~(Policy 428)~~ individuals appointed to the Morberg Family Chair in Hepatology at Health Sciences Centre shall will have the following qualifications:

- Canadian citizen or permanent resident.
- Internal Medicine specialist (FRCPC) with expertise in Hepatology
- Holding a current academic appointment at the rank of Assistant, Associate or Full Professor.
- Holding a clinical appointment at the Health Sciences Centre, Winnipeg
- History of excellence in research as evidenced in high quality research output, successful and promising research projects and programs, and significant contributions to the academic and clinical community at the local, national and/or international level by a strong publication record in high impact journals and acquisition of national or international peer reviewed grants and contracts.
- History of mentoring junior colleagues and investigators.
- History of effective and productive collaboration with intramural and extramural investigators and institutions.

TERM OF APPOINTMENT:

- The initial term of the appointment will be for five years, biennial and final year progress report.
- The renewal of the appointment for additional term, conditional upon available funds, will occur in the final year of the term subject to a successful review of the incumbent's performance within the context of the appointee's home department. The process of renewal will be initiated and jointly coordinated by the Vice Dean Research, Rady Faculty of Health Sciences and the Director of Research, Health Sciences Centre, Winnipeg
- The incumbent will provide an annual progress report in accordance with the University Policy on Chairs and Professorships. In addition to the reporting requirements stipulated in this policy, the incumbent shall provide an annual report of teaching and research activities to the Dean of the Max Rady College of Medicine and the Director of Research, Health Sciences Centre, Winnipeg. In turn, the Dean/Director of Research shall provide a copy of the said report to individuals that have specifically requested this information on a need-to-know basis, or it may be used for reporting to donors in university communications.
- Consistent with the incumbent's home department policies, the incumbent will participate in an annual research review by the Department Head or designate
- Internal midterm evaluation
- The renewal of the appointment for an additional term(s) will be subject to a successful review of the incumbent's performance within the context of the Faculty of Medicine's research strategy, such a review to be carried out during the fourth year of the term.

A successful performance review will provide evidence of the following:

Program of Research, Scholarly Work and Creative Activities

The Chair holder is developing or has an established program either individually and/or as a team. There is evidence of leadership.

Knowledge Generation/Communication

1. Publications – There is evidence of sustained dissemination of new knowledge that is directed towards the academic and/or healthcare community.
2. Presentations – There is evidence of communication of research findings to the academic, professional, or stakeholder community on a regular basis.
3. The incumbent must acknowledge that they hold their appointment at the University of Manitoba in all publications, lectures, and activities supported by the fund.

Funding

1. Operating – There is evidence that the Chair holder plays a leading role in successful applications to competitive funding organizations individually or as a member of a team.
2. Student Funding – The Chair holder is expected to assist research trainees under their supervision with funding applications.

Student Supervision

The Chair holder is expected to be involved in mentoring and successful supervision of research trainees.

- ~~Personal research productivity in the form of external grants, presentations, and peer-reviewed publications. It is expected that funding from one or more national agencies would be expected along with additional funding from local sources.~~

~~Evidence of mentoring including having one or more full-time research trainees or supervision of clinical fellows in their research year.~~

~~Evidence of publication in the range of 3-5 publications/year with 1 or more in a high impact journal.~~

~~Evidence of linkages, collaboration, and multi-disciplinary research within the University and between the University and other research institutions.~~

PREAMBLE:

~~The Department of Internal Medicine at the University of Manitoba has become a major international influence in Hepatology research. A computerized database of patients with hepatobiliary disease, established in 1987, is the first and one of the largest in North America. Its scientists have been recognized as world leaders in researching and treating viral hepatitis, cirrhosis, and liver cancer. Globally, the University of Manitoba leads all other centres in describing the impact of liver disease in Aboriginal Populations.~~

~~Research from the University of Manitoba, Section of Hepatology has shown that although Aboriginal people are more often exposed to the viruses that cause liver disease (Hepatitis A, B and C) they have an inherent ability to clear the virus and prevent long-term infections, more so than non-Aboriginal people. Laboratory studies to determine why that is the case, have revealed that the immune response of Aboriginal people to hepatitis viruses is stronger and more robust. The latter finding may also explain why Aboriginal people are more likely to develop immune-mediated diseases of the liver (additional findings from researchers in the Section). Once established, these viruses and immune-mediated diseases of the liver will often progress to cirrhosis and liver cancer. Researchers in the Section have been successful in identifying the mechanisms whereby cirrhosis develops and are actively pursuing a vaccine that will prevent further scar tissue formation. Finally, Section researchers have identified that liver cancers have a different electrical charge than adjacent non-cancerous liver (more positively charged). Quite exciting are results of recent laboratory experiments in which changing the electrical charge from being positive to negative results in the cancer cells returning to a healthy, non-cancerous state.~~

~~Despite the above success, the Department lacks funding to recruit and support additional Hepatologists and scientists, who are needed to help continue the growth of the research program. As more researchers treat patients~~

in clinics and hospitals, fewer doctors have the time to conduct research. To address these challenges, the Department intends to raise \$3 Million for a research chair in Hepatology, which will support the present staff and permit the hiring of two additional researchers. This initiative will also help the Department build on its achievements and secure its standing as a premier centre of Hepatology in North America.

The Section of Hepatology in the Department of Internal Medicine is committed to nurturing a staff of superb clinician and research scientists who will give Manitobans state-of-the-art care and establish leading research programs in hepatobiliary disorders, including viral hepatitis, non-alcoholic steatohepatitis, autoimmune liver disease and cirrhosis and liver cancer.

The Section of Hepatology has three full-time clinician-scientists, and 17 research and support staff. The research group includes collaborators from the National Microbiology Laboratory (NML), Institute for Biodiagnostics, National Research Council, the Public Health Agency of Canada, Health Canada, the Cadham Provincial Laboratory and CancerCare Manitoba. Its staff provides direct care to patients at the two University hospitals. The only Canadian postgraduate fellowship program in Hepatology was launched in 1994. To date five Hepatologists have been trained.

The work being performed by the Section is helping to discover what causes hepatobiliary diseases and how to improve the lives of sufferers. For example, working jointly with National Research Council Institute for Biodiagnostics in Winnipeg, researchers will explore new methods of diagnosing liver and bile duct cancers. These will include applying magnetic resonance spectroscopy to patients with those liver disorders that place them at increased risk of developing bile duct cancer.

In addition:

Dr. Gerald Minuk, Professor, has received a 5-year grant from Health Canada as a part of the International Polar Year (IPY) wherein his research team will determine whether mutations to the hepatitis B virus are responsible for the development of cirrhosis and liver cancer in the Canadian Inuit population. The same study will also document whether individuals with occult hepatitis B infections are at increased risk of developing these complications. Most recently, Dr. Minuk has received separate grants from Health Canada, PHAC and the Canadian Liver Foundation to determine whether blue-green algae contamination of the country's drinking water is responsible in part for the increase in liver cancer rates nationally and the mechanism whereby those toxins could initiate carcinogenesis.

Dr. Kelly Kaita, Associate Professor, is one of the country's foremost clinical trials investigators, having been at the forefront of identifying and applying new antiviral agents to Canadians with chronic hepatitis B and C infections.

Dr. Stephen Wong, Assistant Professor, has been actively studying the mechanism whereby fatty infiltration of the liver causes liver disease and identifying unique therapeutic approaches to resolving the disorder.

Dr. Julia Rempel, Assistant Professor, is responsible for having documented the immune response of Aboriginal individuals to the hepatitis C virus. Her work is particularly important with respect to developing a future vaccine for this virus.

Dr. Julia Uhanova, Lecturer, has amalgamated six distinct databases to create the largest and most extensive viral hepatitis database on the continent. Her work will serve to document the prevalence of viral hepatitis in various ethnic populations, the natural history of the disease, effects of antiviral therapy and costs to the health care system.

Dr. Yuewen Gong, Professor, has discerned the molecular pathways in the development of cirrhosis and identified target proteins for which effective vaccines are being developed.

In the near future, the Section hopes to identify and recruit a transplant Hepatologist who will not only be involved in the management of pre- and post-transplant patients but also, develop an active research program around liver transplantation and related topics.

Despite the above accomplishments, the Section presently lacks funds to support its research and clinical programs. The challenges are to recruit and retain top qualified Hepatologists and to maintain the quality of the program against the pressures of increased clinical demand.

In the past 10 years, the Section of Hepatology at the University of Manitoba has attracted more than \$10 million from granting agencies and contract research with industry. Presently, twelve research staff are employed from those grants.

Research findings from the Section have appeared in the *New England Journal of Medicine*, *Lancet*, *Annals of Internal Medicine*, *Hepatology*, *Gastroenterology* and other influential academic journals, as well as the international media. Although the accomplishments are significant, so are the challenges. Without dedicated funds for research, the program will suffer and risk losing its gifted scientists. A Chair in Hepatology that funds experienced researchers and new talent, will help maintain momentum and better serve Manitobans who rightly expect excellence from their health care system.

OTHER PROVISIONS:

1. The selection and appointment of an individual to the Morberg Family Chair in Hepatology at Health Sciences Centre shall be conducted in accordance with ~~section 2.2 of University Policy 428~~the University Policy and Procedures on Chairs and Professorships. The selection committee will include (but not be restricted to):~~In accordance with section 2.2.3 of this policy, the President shall name an individual to participate in the initial selection process.~~
 - Vice Dean Research, Rady Faculty of Health Sciences and the Director of Research, Health Sciences Centre, Winnipeg will act as Co-Chairs of the selection and renewal committee;
 - Head or delegate, Department of Internal Medicine, Max Rady College of Medicine;
 - Section Head of Hepatology;
 - Resident trainee in Internal Medicine (Section of Hepatology)
 - Site Medical Lead, Health Sciences Centre;
 - Chief Executive Officer, Health Sciences Centre Foundation.
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. The incumbent will acknowledge that they hold the Morberg Family Chair at Health Sciences Centre in all publications, lectures and any other activity supported by the fund.
4. The incumbent may have a cross appointment to an applicable Department for the purpose of graduate training. The incumbent will participate in an appropriate amount of teaching activity, including for undergraduate and post-graduate trainees and graduate students, where appropriate.
5. The Rady Faculty of Health Sciences is strongly committed to engagement with Indigenous communities – where we listen to Indigenous knowledge (particularly residing with Indigenous knowledge holders and elders), where we empower and support Indigenous perspectives, and where we enter into a new knowledge-sharing relationship with Indigenous people. The Chair may elect to seek advice from Indigenous scholars within the Faculty and will draw and build upon the Faculty’s ongoing relationships and engagements with Indigenous communities and Elders, and youth.
6. UM values freedom of expression and has a clear policy on academic freedom, which is enshrined in the university’s governing documents, including our Academic Freedom and Responsibilities Policy (https://umanitoba.ca/governance/sites/governance/files/2021-06/Academic%20Freedom%20and%20Responsibilities%20Policy%20_1988_09_22%20RF.pdf) and the Collective Agreement (https://www.umanitoba.ca/careers/sites/careers/files/2022-08/umfa-collective-agreement-2021-2024-signed_0.pdf) between the university and the University of Manitoba Faculty Association (UMFA). In keeping with the principles set out in UM governing documents and the UMFA Collective Agreement, those persons engaged in teaching, research, and dissemination of knowledge are entitled to freedom in discussing their subjects and freedom from institutional censorship, penalties, and reprisals.

The University of Manitoba is committed to the principles of equity, diversity & inclusion and to promoting opportunities in hiring, promotion and tenure (where applicable) for systemically marginalized groups who have been excluded from full participation at the University and the larger community including Indigenous Peoples, women, racialized persons, persons with disabilities and those who identify as 2SLGBTQIA+ (Two Spirit, lesbian, gay, bisexual, trans, questioning, intersex, asexual and other diverse sexual identities). All qualified candidates are encouraged to apply; however, Canadian citizens and permanent residents will be given priority.

1. ~~section 2.3 of University Policy 428. The Chair holder will have an appointment in the Department of Internal Medicine and some restricted clinical activity to ensure a clinical profile. Cross-appointment to an appropriate basic science department may also be considered. The Chair holder will participate in an appropriate amount of teaching activity, including undergraduate and post-graduate medical trainees and graduate students, where appropriate.~~
2. ~~Annual reporting requirements shall also be in accordance with University Policy 428. In addition to the~~

~~reporting requirements stipulated in this policy, the Chair holder shall provide an annual report of activities to the President of the University. In turn, the President shall provide a copy of said report to individuals or organizations that have contributed to the establishment of the Chair, and that have specifically requested this information.~~

- ~~3. In accordance with University Policy 428, the annual performance of the Chair holder shall be reviewed in the same manner as other faculty members. In the case of an appointment renewal, the Dean of Medicine shall be responsible for initiating and coordinating the reappointment review process and for recommending on reappointment to the Vice President (Academic) and Provost. Such a reappointment review shall include, among other things, an external assessment of the performance of the Chair holder. A copy of the reappointment review report shall be provided to the President who, in turn, shall provide a copy of said report to other individuals or organizations, as appropriate.~~
- ~~4. The role of the Chair will be to contribute significantly to the body of research and scholarship in the Department of Internal Medicine. Accordingly, the appointment of the Chair will be made by the Department of Internal Medicine and shall be conducted in accordance with the University policy in Academic Appointments and the guidelines or the establishment of Chairs.~~
- ~~5. It is understood that the Chairs would be structured with a five-year maximum term with an option of renewal subject to satisfactory performance of the incumbent, but also with the understanding that the research focus could be changed at such intervals according to the changing needs of the Department of Internal Medicine as determined by the Head, Department of Internal Medicine.~~