AGENDA

1. Adoption of the Agenda
   for approval

2. Minutes of the November 30, 2017 Meeting
   for approval

3. Business Arising from the Minutes

   There was no business arising from the minutes.

4. Matters to be considered in closed session

   Professor Emeritus nominations

   This information will be distributed to members of Faculty Council at the meeting. Documentation will be available for examination by eligible members of Faculty Council at the Dean’s Office from January 24th, 2018 till the meeting date.
   for approval

5. New Business

   5.1 Nomination and election of replacement Senator
   for approval
   5.2 Report of Arts Rules & Procedures Committee
   for approval
   5.3 ARPC Proposal – Evaluations in the last two weeks of class
   for approval
   5.4 ARPC Proposal – Academic Distinctions
   for approval
   5.5 CPAC Motions January 11, 2018
   for information

6. Report of the Dean and Associate Deans

   6.1 Dean’s Report

   6.2 Associate Deans’ Reports

7. Question Period Questions must be submitted by 10:00 a.m. January 30th, 2018

8. Adjournment

Please forward REGRETS ONLY to Janice Gripp, Secretary to Arts Faculty Council by phone at 8439 or email at Janice.gripp@umanitoba.ca
Faculty of Arts Council
November 30, 2017

Minutes


1. Adoption of the Agenda

MOTION: To adopt the agenda as presented (M. Samson) CARRIED

2. Adoption of the Minutes

MOTION: To approve the minutes of September 27, 2017 as corrected, adding Tracy Peter and Cary Miller in attendance (M. Faubert) CARRIED

3. New Business

3.1 Final Report and Recommendations of the Arts Faculty Council Executive Committee ad hoc Indigenous Content Committee

Dean Taylor noted there were three recommendations that would require Faculty Council approval:

1) adoption of the definition
2) a commitment to move forward with an “I” designation
3) a commitment to develop an Arts Faculty Council standing Indigenous Content Committee

Dean Taylor further explained the processes that will need to take place to move these recommendations forward. These include the terms of reference for the standing committee going through the Rules and Procedures Committee, Arts Executive Committee and Faculty Council for final approval.

MOTION: to adopt the following working definition for “Indigenous content”: “Indigenous content” for the purposes of fulfilling an Indigenous content requirement refers to content that is derived from, or based on, an analysis of the cultures, languages, history, ways of knowing, governance, or contemporary reality of the Indigenous peoples of northern North America. (H. Marx) CARRIED
MOTION: Implement an “I” requirement for all students in Arts, where “I” stands for Indigenous content requirement. (H. Marx)

CARRIED

MOTION: Create an Arts Faculty Council Standing Committee on Indigenous content (possibly with the extended mandate of “decolonizing Arts”). (H. Marx)

Committee members discussed what “decolonizing Arts” meant and would look like. It was agreed that decolonizing Arts is a broad mandate that would mean reorganizing how the faculty thinks and teaches. It was also noted that this would act as an invitation for the Faculty to use this awareness to make changes to uphold the mandate. M. Faubert suggested the motion be changed by removing the parenthesis and removing the word possibly.

MOTION: Create an Arts Faculty Council Standing Committee on Indigenous Content with the extended mandate of decolonizing the Faculty of Arts (M. Faubert)

CARRIED

3.2 Arts Research Committee Activity Report

MOTION: Faculty Council’s approval of the mandate of the Research Committee as outlined in the memo dated October 26, 2017.

R. Koop, chair of the Arts Research Committee reviewed the two projects outlined in the memo. The committee felt a response to the Naylor Report on behalf of the Faculty was an excellent initiative. It was suggested a letter be forwarded out to Liberal MPs before January 15th. R. Chernomas noted that Dr. Naylor would be speaking to this report at the Fort Garry Hotel on December 6th. He encouraged faculty members to attend to encourage government awareness of these issues.

UNANAMOUSLY CARRIED

4.0 Report of the Dean and Associate Deans Reports

4.1 Dean’s Report

Dean Taylor provided an update on the Teaching Responsibility Guidelines, noting that he had also received a question asking for an update. He advised the committee that the Dean’s Office was still meeting with department heads and various others to determine, among other things, the impact the proposed changes to the guidelines would have on the timetable as well as the budget. He noted the proposed change to faculty members teaching hours would have a significant impact and it is taking a considerable amount of time to determine what changes would have to be made to accommodate that. As timetabling has already begun for some units, the Dean’s Office will be using the existing guidelines for 2018-19 timetabling purposes. Adjustments can be made later, if necessary, if there are changes to the existing guidelines before the beginning of the 2018-19 academic year. It was suggested that Dean Taylor reduce the teaching hours for instructors first to accommodate the 2018-2019 timetabling schedule and the balance of the recommendations could be worked upon after that. Not all Council members agreed with this suggestion.

Dean Taylor also provided an update on the Faculty’s recruitment progress noting that there are eight academic searches currently underway. He added that two of the positions were awarded by the Indigenous Scholars Fund.
4.2 Associate Deans’ Reports

Associate Dean Greg Smith advised that he would be on administrative leave beginning January 1, 2018 and that Heidi Marx would be assuming his portfolio.

Acting Associate Dean Heidi Marx reminded committee members that the Research Office will be tightening up its deadlines, meaning the Dean’s Office would have to do the same. She encouraged faculty members to comply with the deadlines to avoid their application being denied.

Associate Dean Jason Leboe-McGowan reminded faculty members that the “Emerging Leaders” competition would be coming up soon and that faculty should encourage their top students to apply.

Associate Dean Steve Lecce thanked everyone who participated in the Evening of Excellence.

6.0 **Question period** – question received was answered during Dean’s update

7.0 **Adjournment** at 3:45
January 12, 2018

TO: Arts Faculty Council
FROM: Tina Chen, Chair Arts Nominating Committee

SUBJECT: Replacement Senator

An email was sent out by Janice Gripp in the Dean’s Office requesting nominations for Senator to replace Radhika Desai, who has relinquished her position due to her busy schedule. The term of the replacement will be from February 1, 2018 to May 31, 2018.

Seven nominations were received, which will be on the ballot provided to Faculty Council members at the next meeting of Faculty Council to be held January 31, 2018. Nominations will also be accepted from the floor.
Number of members needed: 1 faculty members

Replacing: Radhika Desai (Political Studies)

Term of Office: February 1, 2018 to May 31, 2018

Please vote for **1 members** by placing an “X” in the appropriate boxes:

<table>
<thead>
<tr>
<th>Nominee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ROYCE KOOP</strong> <em>(ECONOMICS)</em></td>
</tr>
<tr>
<td><strong>CARY MILLER</strong> <em>(NATIVE STUDIES)</em></td>
</tr>
<tr>
<td><strong>TAMMY IVANCO</strong> <em>(PSYCHOLOGY)</em></td>
</tr>
<tr>
<td><strong>LUKE TROMLY</strong> <em>(ENGLISH, THEATRE, FILM &amp; MEDIA)</em></td>
</tr>
<tr>
<td><strong>VERONICA LOUREIRO-RODRIGUEZ</strong> <em>(FRENCH, SPANISH &amp; ITALIAN)</em></td>
</tr>
<tr>
<td><strong>DOMINIQUE LAPORTE</strong> <em>(FRENCH, SPANISH &amp; ITALIAN)</em></td>
</tr>
<tr>
<td><strong>JUSTIN JARON LEWIS</strong> <em>(RELIGION)</em></td>
</tr>
<tr>
<td><strong>Nominee from the floor:</strong></td>
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</tbody>
</table>


January 16, 2018

TO: Arts Faculty Council
FROM: Chair, Arts Rules & Procedures Committee
SUBJECT: Terms of Reference for Arts Indigenous Content Committee

The Rules & Procedures Committee reviewed and approved the draft terms of reference for the new Arts Indigenous Content Committee via email on January 16, 2018.
January 16, 2018

TO: Jeff Taylor, Chair, Arts Executive Committee

FROM: Heidi Marx, Chair, Ad Hoc Indigenous Content Committee

SUBJECT: Arts Indigenous Content Committee Terms of Reference

The Faculty of Arts Executive Ad Hoc Committee on Indigenous Content would like to present the attached draft terms of reference for a new Faculty of Arts standing committee on Indigenous Content for Faculty Council approval. The establishment of this standing committee was approved at the last Arts Faculty Council meeting on November 30, 2017. The terms of reference have been reviewed and approved by the Arts Rules and Procedures on January 16, 2018. Thank you for your consideration in this matter.
Draft Terms of Reference for Indigenous Content Committee

Indigenous Content Committee
Faculty of Arts
Terms of Reference

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

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

Terms of Reference:
The committee shall:
1) Report at least once annually to Faculty Council
2) Provide advice to the Dean of the Faculty of Arts with respect to the teaching needs associated with the introduction of the "I" requirement.
3) Vet courses that might serve to meet the Indigenous content requirement.
4) Provide advice regarding a "Traditional Knowledge Keepers" program within the Faculty of Arts.
5) Explore opportunities for the development of faculty awareness and expertise in Indigenous curriculum.
6) Explore opportunities for decolonizing the Faculty of Arts

Composition:
1) Dean of Arts or delegate, ex officio
2) Head of Native Studies or delegate
3) Four faculty members elected by Faculty Council serving staggered two-year terms
4) Faculty of Arts, Manager of Student Services
5) Arts Indigenous Student Advisor
6) One Arts student member appointed by the President of the Arts Student Body Council with a one year term
7) At least one Indigenous Manitoban representative either from within the faculty of arts or from elsewhere appointed by the Dean on the recommendation of the Head of Native Studies serving a two-year term
DATE: December 15, 2017

TO: J. Taylor, Dean, Faculty of Arts

FROM: J. Leboe-McGowan, Chair, Faculty of Arts Academic Regulations Policy Committee (ARPC)

SUBJECT: ARPC Proposal for Faculty Executive to Consider – Evaluations in the last two weeks of class

PREAMBLE

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

At its meeting on November 29, 2017, the Committee discussed the following matter:

ARPC recommends modification to the Faculty of Arts Regulations for the Academic Evaluation of Undergraduate Student Course Work (Part E Specific, I. Method of Student Evaluation, #5)

Observations:

This regulation, as it is written, prevents the possibility of a term paper worth more than 20% coming due during the time periods outlined in the regulation. The Department of English, Film, Theatre, and Media recently brought this to the attention of the Dean’s Office.

Prior to 1999, the regulations used the words, “test or tests” in place of the word “evaluation” (in the first sentence). In October of 1999 ARPC approved changing “test or tests” to “evaluation”. Based on our reading of the discussion surrounding these regulations, we suspect that the more general term of “evaluation” was included in Item #5 because that language was consistent with the other regulations approved at that time. Those regulations were similar, in that they had to do with restrictions on the percentage weighting of evaluation components in Arts courses, but would sensibly apply both to term tests and other forms of evaluation. For example, Item #3 of the Method of Student Evaluation section states that, “No evaluation based on work given and tested during the final examination period may count for more than 60% of the final grade.”

Careful reading of the discussion surrounding the development of this regulation revealed that the objective was to limit the weighting of term tests scheduled to take place at the end of term, but not to preclude instructors from requiring student work to be submitted or completed at the end of term, such as term papers or oral presentations, and assigning a greater than 20% weighting for those components.
Rationale:

The proposed change will allow departments to assign due dates for term papers and to schedule other components of evaluation at the end of term, even if they contribute more than 20% to students' final course grade. The proposed revision to the regulation retains the current restriction against scheduling tests in close proximity to the last day of classes. In order to clarify the meaning of the rule that prohibits announcing new projects or assignments during the last two weeks of classes, we are also proposing a revision of that sub-clause. The proposed wording also better aligns the Faculty of Arts policy with similar rules defined by ROASS.

Recommendation:

For the reasons provided above, the Faculty of Arts ARPC unanimously recommends revising Part E, Item #5 of the current Faculty of Arts Regulations for the Evaluation of Undergraduate Student Course Work as follows:

Current Wording:

No evaluation which has an aggregate value of more than 20% of the total value of the course may be scheduled to take place (a) during the (14) calendar days ending with the last day of class in either term during the regular academic session as defined in the Academic Calendar, (b) during the last two classes for Summer Evening Session, or (c) during the last three classes for intersession and Summer-Day classes. No project or assignment may be announced during the last two weeks of classes. Any test or tests which have an aggregate value of more than 20% of the total value of the course may not be scheduled to take place during the last two classes for Summer Evening and the last three classes for intersession and Summer-Day Session.

Proposed Wording:

No test or tests with an aggregate value of more than 20% of the total value of the course shall take place:

(a) during the 14 calendar days ending with the last day of class in either Fall Term or Winter Term, as defined in the Academic Calendar;
(b) during the 14 calendar days ending with the last scheduled day of any Distance Education course published in the Aurora Class Schedule listing;
(c) during the last two classes of:
  • May/June Evening courses
  • May/August Evening courses
  • June/August Evening courses
(d) during the last three classes for:
  • May Day courses
  • June Day courses
  • July Day courses
  • August Day courses
  • May/June Day courses
  • July/August Day courses

No new components of evaluation may be announced during the periods of time defined above in a), b), c), and d).
I ask that this report be transmitted to the meeting of Arts Executive on Tuesday January 23, 2018. I will be happy to present the report at this meeting upon your invitation.
DATE: December 15, 2017
TO: J. Taylor, Dean, Faculty of Arts
FROM: J. Leboe-McGowan, Chair, Faculty of Arts Academic Regulations Policy Committee (ARPC)
SUBJECT: ARPC Proposal for Faculty Executive to Consider – Academic Distinctions

PREAMBLE

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

At its meeting on November 29, 2017, the Committee discussed the following matter:

ARPC recommends modification to Section 5.11 of the Faculty of Arts section of the Undergraduate Calendar.

Observations:

Currently, there exists an inconsistency in the requirements for academic distinctions between Second Degree Students who graduate from the B.A. General Degree, B.A. Integrated Studies Degree, and B.A. Advanced Degree programs, compared to Second Degree Students who graduate from the B.A. Honours degree program.

Generally speaking, the Faculty of Arts allows students who apply to the Faculty of Arts in pursuit of a second degree to transfer in up to 60 credit hours of transfer credit.

Within the current regulations, reference to what must be completed at the U of M after being admitted as a Second Degree student for the General, BAIS, and Advanced Degree students, forces completion of 30 additional credit hours at the University of Manitoba as a Second Degree Student, in order to establish their eligibility to graduate “With Distinction”. For example, under the current regulations, BAIS and General Degree students who wish to graduate “With Distinction” are required to complete a minimum of 60 credit hours after admission, when they may only need to complete 30 credit hours to graduate. Under the same regulations, Advanced Degree students are required to complete a minimum of 90 credit hours after admission, when they may only require 60 credit hours to graduate.

Second Degree Honours Degree students are not held to the same standard of what needs to be completed at the U of M after admission. The “First Class Honours” regulations refer to a minimum residency requirement (U of M course work) stating that, “Students must have completed a minimum of 90 credit hours of acceptable coursework at the University of Manitoba in a 120 credit hour Honours program.” The difference here is that there is no reference to completing the 90 credit hours after admission to the Second Degree program. For former University of Manitoba
students, this means that Honours students could complete as few as 60 credit hours for their second degree, and while doing so also qualify for “First Class Honours”, whereas a similar type of student (former U of M graduate) pursuing a second degree in one of the General, BAIS, or Advanced degree programs would be required to complete 30 credit hours in addition to their degree requirements in order to qualify for the “With Distinction” notation.

Rationale:

It is difficult to reconcile why two Second Degree students, who completed their first degrees at the U of M, would be required to complete a different number of credit hours in order to satisfy the Faculty of Arts academic distinction regulations.

Having a separate set of regulations for Second Degree students creates confusion and inequity. A single set of regulations for academic distinctions will increase clarity and equity for all students.

The proposed wording allows the Faculty of Arts to continue to require students to complete a significant portion of their degree at the U of M while satisfying academic distinction requirements, and also allows these Second Degree Students (whose first degree is from the U of M) to forego the completion of an additional 30 credit hours of course work that may not be necessary for their second degree.

<table>
<thead>
<tr>
<th>Applies to:</th>
<th>Max. Cr. Hrs. transferred to 2nd Degree</th>
<th>Req’d Cr. Hrs. for Program</th>
<th>Min. Req’d Cr. Hrs. to Satisfy Degree Req’s</th>
<th>Min. Req’d Hrs to Satisfy Academic Distinction Req’s under current regulations</th>
<th>Min. Req’d Hrs to Satisfy Academic Distinction Req’s under proposed regulations</th>
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<td>General Degree</td>
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<td>90</td>
<td>30</td>
<td>60</td>
<td>30</td>
</tr>
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<td>BAIS</td>
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<tr>
<td>Advanced</td>
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<td>120</td>
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<td>90</td>
<td>60</td>
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<tr>
<td>Honours</td>
<td>60</td>
<td>120</td>
<td>60</td>
<td>60</td>
<td>60</td>
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</table>

Recommendation:

For the reasons provided above, Faculty of Arts ARPC unanimously recommends revising the Faculty of Arts Undergraduate Calendar, section 5.11 Dean’s Honour List and Graduating with Distinction or First Class Honours, as follows:

Current Wording:

5.11 Dean’s Honour List and Graduating with Distinction or First Class Honours

Dean’s Honour List

To qualify for this list a student must be registered in one of the four degree programs offered by the Faculty of Arts and complete at least 12 credit hours offered by the University of Manitoba during a term and attain a minimum term grade point average of 3.75. The notation “Dean’s Honour List” will be included on the student’s transcript specific to that term.
With Distinction

Students graduating with a B.A. General or a B.A. Integrated Studies Degree as a first degree will have their degree granted “With Distinction” if they have a minimum degree grade point average of 3.80 on all coursework taken at the University of Manitoba and provided a minimum of 60 credit hours of acceptable coursework is completed at the University of Manitoba. (Students seeking a second degree will be eligible for this recognition provided they complete a minimum of 60 credit hours of acceptable coursework at the University of Manitoba following admission to their second degree program.)

Students graduating with a B.A. Advanced Degree as a first degree will have their degree granted “With Distinction” if they have a minimum degree grade point average of 3.80 on all coursework taken at the University of Manitoba and provided a minimum of 90 credit hours of acceptable coursework is completed at the University of Manitoba. (Students seeking a second degree will be eligible for this recognition provided they complete a minimum of 90 credit hours of acceptable coursework at the University of Manitoba following admission to their second degree program.)

This distinction will be noted on the parchment and on the student’s transcript.

First Class Honours

Students graduating with a B.A. Honours Degree will have their degree granted with “First Class Honours” if they have a minimum degree grade point average of 3.80 on all acceptable coursework completed at the University of Manitoba and have met the following residency requirements:

- Students must have completed a minimum of 78 credit hours of acceptable coursework at the University of Manitoba in a 108 credit hour Honours program;
- Students must have completed a minimum of 84 credit hours of acceptable coursework at the University of Manitoba in a 114 credit hour Honours program;
- Students must have completed a minimum of 90 credit hours of acceptable coursework at the University of Manitoba in a 120 credit hour Honours program.

Effective 2015, all Honours programs will require 120 credit hours.

The notation “First Class Honours” will appear on both the parchment and the student’s transcript.

Proposed wording:

5.11 Dean’s Honour List and Graduating with Distinction or First Class Honours

Dean’s Honour List

To qualify for this list a student must be registered in one of the four degree programs offered by the Faculty of Arts and complete at least 12 credit hours offered by the University of Manitoba during a term and attain a minimum term grade point average of 3.75. The notation: “Dean’s Honour List”, will be included on the student’s transcript specific to that term.

Degree with Distinction (Bachelor of Arts Integrated Studies and 3-Year General Degree)

To obtain a Bachelor of Arts General or a Bachelor of Arts Integrated Studies “Degree with Distinction” a student must achieve a final minimum Degree Grade Point average of 3.80, and must complete a minimum of 60 credit hours at the University of Manitoba. The term “Degree with Distinction” will appear on the student’s parchment and the student’s transcript of marks.

Degree with Distinction (Bachelor of Arts Advanced Degree)

To obtain a Bachelor of Arts Advanced “Degree with Distinction” a student must achieve a final minimum Degree Grade Point average of 3.80, and must complete a minimum of 90 credit hours at the University of Manitoba. The term
“Degree with Distinction” will appear on the student’s parchment and the student’s transcript of marks.

First Class Honours (Honours Degree Only)

To obtain a Bachelor of Arts Honours Degree with “First Class Honours”, a student must achieve a final minimum Degree Grade Point average of 3.80, and must complete a minimum of 90 credit hours at the University of Manitoba. The term “First Class Honours” will appear on the student’s parchment and the student’s transcript of marks.

******************************************************************************

I ask that this report be transmitted to the meeting of Arts Executive on Tuesday January 23, 2018. I will be happy to present the report at this meeting upon your invitation.
DATE: January 15, 2018

TO: Janice Gripp, Secretary, Arts Executive Committee

FROM: H. Marx, Chair, Course and Program Approvals Committee, Faculty of Arts

SUBJECT: Report of the Faculty of Arts Course and Program Approval Committee [C.P.A.C. Motions – January 11, 2018]

The motions listed below were approved by the Course and Program Approvals Committee at its meeting of January 11, 2018. Would you arrange to have them placed on the agenda for consideration at the next meeting of the Arts Executive. "New" courses have been underscored.

C.P.A.C. Ref. DEPARTMENT/PROGRAM
MOTION

Item 2-18 Bona Fide Academic Requirement Submissions (Graduate Courses/Programs)

That the proposals from the Department of Psychology, Department of Religion, and Department of Sociology and Criminology, be approved.

Item 3a-18 Political Studies (Graduate Courses/Programs)

That the proposal to modify:
   Supplemental Regulations for M.A. in Political Studies –
   1) Establish a single January 15th deadline for applications to the M.A. program; and,
   2) Create a single September start date for new M.A. students.

for a net change in credit hours of +0 hours, be approved.
Item 3b-18  Sociology and Criminology (Graduate Courses/Programs)

That the proposal to modify:
  Supplemental Regulations for M.A. and Ph.D. in Sociology – changing the language of the entrance requirements to be more inclusive.

for a net change in credit hours of +0 hours, be approved.

Item 4a-18  Classics (Undergraduate Courses/Programs)

That the proposal to modify:
  CLAS 2612  Greek Literature in Translation  Cr. Hrs. 3
  CLAS 2622  Latin Literature in Translation  Cr. Hrs. 3


for a net change in credit hours of +0 hours, be approved.

Item 4b-18  Economics (Undergraduate Courses/Programs)

That the proposal to modify:
  ECON 3160  Managerial Economics  Cr. Hrs. 3

  Economics-Mathematics Joint Honours – removing footnote that identifies Economics Honours courses.

  Economics-Statistics Joint Honours – removing footnote that identifies Economics Honours courses.

for a net change in credit hours of +0 hours, be approved.

Item 4c-18  English, Theatre, Film & Media (Undergraduate Courses/Programs)

That the proposal to modify:
  Theatre Single Advanced Major –
    Year 1: revising to include THTR 1220; ENGL 1200 or ENGL 1300 or both ENGL 1400 and ENGL 1340.

  Theatre Double Advanced Major –
    Year 1: revising to include THTR 1220.

for a net change in credit hours of +0 hours, be approved.
Item 4d-18  Religion (Undergraduate Courses/Programs)

That the proposal to introduce:

RLGN 2112  Medicine, Magic, and Miracle in the Ancient World  Cr. Hrs. 3

for a net change in credit hours of +3 hours, be approved.

Item 4e-18  Sociology and Criminology (Undergraduate Courses/Programs)

That the proposal to modify:

SOC 3820  Qualitative and Historical Methods in Sociology  Cr. Hrs. 3

for a net change in credit hours of +0 hours, be approved.

Item 5a-18  Faculty of Arts Interfaculty Option in Aging  (Undergraduate Courses/Programs)

That the proposal to modify:

Faculty of Arts Interfaculty Option in Aging Concentration – replacing HMEC 2650 requirement with HEAL 2650.

for a net change in credit hours of +0 hours, be approved.

HM/vw
Report to Arts Heads – November 22nd, 2017– January 22nd, 2018
Heidi Marx, Acting Associate Dean Research (until January 1st) and Acting
Associate Dean Graduate Studies, Curriculum, Space, and Internationalization
(January 1st to present)

COMMITTEES – STANDING AND AD HOC

Faculty Executive Ad Hoc Indigenous Content Committee:
- The committee’s recommendations were passed at the last faculty council meeting
- We have subsequently worked on a draft Terms of Reference, which were passed
  at Rules and Regulations
- These will move forward to Faculty Council Executive

Research Computing Advisory Committee Meeting: December 11, 2017
- Reviewed applications for funding for infrastructure and software/hardware from
  various units

Anomalies Committee: multiple meetings in October, November and December
- I was the administration’s representative on the anomalies committee last year

Infrastructure Planning Committee: December 6th, 2017
- Presented requests from Arts for funding
- Most of the funds we were requested were granted

CPAC Meeting: January 11th, 2018
- Chaired the CPAC meeting

Space Projects:
- Tier Graduate Student Lounge – final plans in preparation
- Fletcher Argue First Floor advising renovation – work has begun

ISMAC (Instructional Space Management Advisory Committee): January 9th, 2018
- The committee met to discuss problems with redistributing class meetings outside
  the 10 a.m. to 2 p.m. window

LASH (Local Area Safety Committee) meeting: January 16th, 2018
- Committee met to review member reports on Arts space
- Presentation by the Director of Security Services

PACS (Peace and Conflict Studies ) PhD Committee Meeting: January 17th, 2018
- Committee met to review applications
- The issue of widespread plagiarism in writing materials submitted as part of
  applications was discussed

SPECIAL EVENTS AND ACTIVITIES NOT RELATED TO STANDING
COMMITTEES
- December 9th, 2017: Hosted a Health Humanities open house for Arts faculty and Rady Health Sciences faculty interested in team teaching a course and possibly starting a minor in Health Humanities in Arts
- December 13th, 2017: Arts COOP working group meeting – met to discuss how to amend our proposal for re-submission
- December 15th and 18th, 2017: Final grade review at the International College of Manitoba of Arts courses
- January 12th, 2018: Helped to host the Arts sponsored Faculty Pop Up Social
UMGF ALLOCATIONS

Arts received its preliminary allocation which is quite robust. The recent requirement of separate MA and PHD quotas has been relaxed, and the Faculty of Arts as 11 MA and 11 MA/PHD to allocate following the ranking exercises by Departments. Departments have been asked to submit their ranked UMGF recommendations by 12 Feb, after which departments will be contacted regarding the first wave. The initial allocation should be more than sufficient to ensure that all departments are guaranteed their top ranked candidates initially.

Additionally, this will be the second year for awarding The Pollard Family Graduate Fellowship (established by the Pollard Family Foundation), that goes to the top UMGF ranked PhD student, and the top two ranked UMGF MA students entering year 1. For the latter, FGS has also committed to maintaining the year 2 of the UMGF allocation to those MA students. As the PhD allocation of this award is multiyear, it was committed in the inaugural competition last year. However, two new incoming MA students will be selected again this year.

As the end of the UMGF cycle in late summer, the Faculty of Arts will also be able to again support a number of Arts Graduate Awards for students who were competitive for a UMGF but not funded due to the spent allocation.

ORS UPDATES AND CHANGES TO GRANT APPLICATION PROCEDURES:

As noted in the regular Jan MEMO from me regarding Research Grant Deadlines, there is a NEW FAAF (Funding Application Approval Form) for any external research grant applications. This allows for securing of all signatures electronically.

Effective immediately, all research grants, including internal grant applications (e.g. URGP etc), should be emailed (in a single pdf) to researchgrants@umanitoba.ca. As per normal process, external grants must be accompanied by a fully completed and signed FAAF that has been revised as a pdf fillable form. Instructions to create a digital signature are imbedded in the form.

http://umanitoba.ca/research/ora/media/Funding Application Approval Form.pdf

Please note that PIs must secure all applicant signatures sequentially (so that they are all on the same single PDF form, after which the Head’s signature prior to submission to Arts for signature. While paper copies are still be accepted, Arts would like all FAAFs to be circulated electronically to the ADR or Jennifer Chappellaz in the Dean’s Office.

Unless otherwise noted, ORS normally requires applications for external funding at two weeks prior to submission to the agency to conduct an administrative review and to sign on behalf of the institution as required; the Faculty of Arts deadline is one week prior to the ORS deadline. Please NOTE:

Effective 1 March 2018, grant applications received after the internal ORS deadline will not be submitted to the agency involved.
REPORT TO DEPARTMENT HEADS/PROGRAM DIRECTORS & FACULTY COUNCIL

JANUARY 2018

Jason Leboe-McGowan, Associate Dean (Undergraduate)

DISCIPLINARY HEARINGS
Since the last Heads meeting at the beginning of November, I chaired 9 disciplinary hearings. I also participated in the appeal of one of my disciplinary rulings at a meeting of the Faculty of Arts Local Discipline Committee and I attended two disciplinary hearings involving Arts students in courses respectively offered by the Faculty of Science and the School of Art.

PROMOTION COMMITTEES
At the end of the Fall Term, I chaired committees that considered promotion applications by 5 faculty members in the Department of Economics.

CLASSROOM RESPONSE PROJECT
My membership on a committee tasked with selecting the University’s electronic classroom response system continued. During a meeting on December 15th, the selected vendor presented assurances that their technology solution would meet the procurement requirements established by the University’s call for vendor proposals. Concerns remain over the cost of providing faculty members and students with a way of electronically receiving students’ responses to survey questions, practice test questions, and so on. The procurement committee for this project will be meeting at the end of this month to resolve these issues.

SENATE COMMITTEE ON ADMISSIONS (SCADM)
The committee met on January 8th to discuss proposed changes to the admission requirements for the Faculty of Architecture’s Bachelor of Environmental Design program. The Faculty noted that current admission procedures allow for students to enter the program without having completed important foundational coursework. As a result, these students often struggle, given their lack of adequate preparation. The new admission procedure will only permit admission to students who have previously completed courses aimed at providing basic-level training in support of the more advanced training they will receive in the Bachelor of Environmental Design program.

EMERGING LEADER AWARDS
Since January 12th was the application deadline, as a member of the Emerging Leader Award Selection Committee, I have received a stack of applications that I will be reviewing and rating. Subsequently, the committee will meet in early February to make a final determination regarding who will receive an award.

ARTS CO-OPERATIVE EDUCATION PROPOSAL
In collaboration with the Department of Psychology, folks in the Dean’s Office, including me, have been working on a proposal to introduce a Co-Operative Education program in Psychology, including the anticipated financial costs and revenue associated with this program. We will be submitting these materials for consideration by the Senate Priorities & Planning Committee at their February meeting. This is the last Senate committee that must approve our proposal before we can have it included for consideration and final approval by a meeting of Senate.
INTERDISCIPLINARY HEALTH PROGRAM
This committee recently approved curriculum changes and a modification to the list of approved electives for both the Bachelor of Health Studies and the Bachelor of Health Sciences undergraduate programs. These changes will proceed, in the near future, to consideration by the Senate Committee on Curriculum and Course Changes.

ARTS REGULATIONS POLICY COMMITTEE (ARPC)
I chaired a meeting of the ARPC on November 29th, during which the committee unanimously approved three proposals. First, they approved a proposal to change an item in the Faculty of Arts Regulations for the Academic Evaluation of Undergraduate Course Work that, if interpreted literally, prohibits instructors from having assignments due during the last two weeks of classes that are worth more than 20% of students' final course grade. Second, they approved a proposal to change the time extension policy to formalize an unwritten rule that we have been applying for some time in the Dean's Office. Specifically, the proposal is to revise the Faculty of Arts Regulations for the Academic Evaluation of Undergraduate Course Work such that course time extensions will normally not be granted when a student has not completed at least 60% of the components of evaluation for a course. Finally, the committee approved a proposal to allow students completing a second Bachelor of Arts - General or Bachelor of Arts – Advanced degree to receive a “with distinction” designation upon graduation, as long as they have completed two-thirds of their credits at the University of Manitoba. Our current regulations only grant this honour for second degree students who complete 90 credit hours after admission to their Bachelor of Arts – Advanced degree program and those who complete 60 credit hours after admission to their Bachelor of Arts – General degree program. Since students seeking a second degree can transfer as many as 60 credits from their first degree, earning a “with distinction” designation would require General and Advanced degree students to earn significantly more course credits than necessary for their degree program. Bachelor of Arts - General degrees require completion of 90 credits and Bachelor of Arts – Advanced degrees require completion of 120 credits. Supposing that they transfer credits from their first degree, second degree students who complete a Bachelor of Arts Honours degree are not currently required to complete more credits after admission than necessary to qualify for a “first class honours” designation upon graduation. The proposed change simply equates the General, Advanced, and Honours degree programs with respect to the requirements students must fulfill in order to receive a special designation that formally recognizes their exceptional performance at the time of graduation. For each of these degree programs, the central requirement is that students must earn at least a 3.80 grade point average to receive either a “with distinction” or a “first class honours” designation. This GPA requirement remains unchanged by the proposal that was approved by ARPC. If approved by Faculty of Arts Executive Committee on January 3rd, these proposals will be submitted for approval at the next meeting of Arts Faculty Council on January 31st.