Faculty of Arts

ARTS FACULTY COUNCIL
TUESDAY SEPTEMBER 30, 2014
306 TIER
2:30 PM TO 4:30 PM

AGENDA

1. Adoption of the Agenda for approval

2. Minutes for April 10, 2014 meeting for approval

3. Business Arising from the Minutes
   No Business arising

4. New Business for approval
   4.1 Changes to Arts Tenure and Promotion Procedures and Criteria Document
   4.2 Senate Nominations
   4.3 Arts Course and Program Approval Committee report

5. Closed Session
   Professor Emeritus nomination for recommendation

6. Dean and the Associate Deans’ Reports
   6.1 Dean’s Report
   6.2 Associate Deans’ Reports

7. Question Period Questions must be submitted by 10:00 a.m. September 29, 2014

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.
Minutes


1. Adoption of the Agenda

MOTION: To approve the agenda as circulated. (M. Sampson) CARRIED

2. Approval of the Minutes from February 12, 2014

MOTION: To approve the minutes with the following people being noted as attending: J. Ghomeshi, R. O’Kell, G. Clark. (S. Prentice) CARRIED

Approval of the Minutes from March 12, 2014

MOTION: To approve the minutes with a statement being added to the end of the minutes for 1.1 UMFA Performance Evaluations that more clearly reflects the widespread concern regarding the item. J. Owens suggested the statement read “A long discussion ensued where widespread concern was expressed with the document as circulated.” CARRIED

3. Business arising from the minutes

3.1 Report of the Ad Hoc Committee to review the Teaching Responsibility Guidelines – Dean Taylor noted, as was indicated in the memo submitted by the chair of the committee, that the committee was not ready to report to Faculty Council. He also reviewed the process of establishing the committee and what the terms of reference for the committee are. The membership of the committee was established by Executive and was to include a sessional, two instructors, 3 UMFA members, one of which would be a head, and himself as a non-voting member.
Todd Mondor was the Department head chosen and he has recently resigned from the committee.

Dean Taylor asked if the Chair of the Committee, Erik Thomson if he had anything further to add. Dr. Thomson declined.

3.2 UMFA Performance Evaluations – Dean Taylor noted that, as a result of the feedback he received from Faculty Council, he has withdrawn the original document that was presented at the last meeting of Faculty Council, and he has created two separate documents. One document governs performance evaluations conducted under Article 35 and the second document governs the process for determining whether performance has been found to be satisfactory or not to be satisfactory.

Dean Taylor reiterated why he was changing these documents. He explained that one reason is to update the document. As well, there has been variable practice across the faculty and the new document will provide clarity and consistency across the faculty. It also brings the probationers review process into the procedures, which ensures the protections under Article 35 are there for probationers and to ensure the reviews are being done faculty wide. For the majority of faculty members they are already receiving documents equivalent to what is suggested in the new procedures and there will be little change. For some faculty members there may be a bit more text to their letter, which should be formative. Lastly it clarifies the process for unsatisfactory performance which was not the case with the original document.

D. Churchill read a statement indicating he was unhappy and dissatisfied with these changes. A long discussion took place with several faculty council members questioning the Dean’s motives for these changes. As well there was discussion on what the standards would be that Dean Taylor feels are necessary to determine performance and who would could develop these standards and criteria. Dean Taylor said he would like to see departments working on these themselves. He noted that the process for promotion and tenure is much the same process, where we have criteria at a departmental level but a faculty wide level of criteria as well. He explained that the needs to know how heads are making these decisions and he has to be comfortable with it.

MOTION: To continue the conversation for another 15 minutes if needed (R. Finnegan) CARRIED

It was argued that making the language in the document parallel to the promotion and tenure process, would make faculty members feel that they are being reviewed annually. A. Young again noted that the “Satisfactory Performance Increment Report” is part of an entitlement that was negotiated with Central Administration and that it has nothing to do with actual performance. She suggested that a process to outline how to handle poor performance only would be a better solution than asking heads to review everyone’s performance each year.

The discussion lasted several more minutes with faculty members expressing concerns over the tone of the document and that a document to address poor performance would be more effective.

Dean Taylor thanked everyone for their input and suggestions.

4. Committee Reports – Dean Taylor asked for questions or comments on each of the committee reports. There were no questions or comments.
5. New Business

5.1 Executive Committee Report (including nominations) – Dean Taylor explained that the report contains nominations for the upcoming vacancies on the Arts Nominating Committee.

MOTION – To approve the Executive Committee report including the nominations (J. Ghomeshi) CARRIED

5.2 Nominating Committee Report – J. Owens, chair of the Nominating Committee, noted that there was a full slate of nominees for all the committees. She added that three of the committees would require an election. Dean Taylor called for any further nominations from the floor. There were none.

MOTION – to approve the Nominating Committee Report as circulated (J. Owens) CARRIED

5.3 Elections – Ballots were handed out to all members and collected to be counted following the meeting.

5.4 Faculty of Arts Policy on Academic Accountability - Dean Taylor asked for feedback on the policy. He noted there have been some minor changes since the last time the policy came forward to Faculty council. Namely, the terminology has been changed to reflect suggestions of the Ad Hoc Committee on Teaching Responsibility Guidelines and some items were added to the activity report to align it with the tenure and promotion application process. A. Young noted #5, which states “to inform the determination as to whether performance has been found to be satisfactory or not to be satisfactory in the reporting period” is a huge problem and that it should be removed.

MOTION: To approve policy with the amendment to remove #5 (A. Young/S. Prentice) CARRIED

6. Dean and the Associate Deans’ Reports

6.1 Dean’s Report – Dean Taylor noted that there was nothing new to report on the budget as he is still waiting to hear. He anticipates hearing some unofficial news in early May, however official notice will not be forthcoming until after the May 26 Board of Governors meeting. We are still working on a potential 5% reduction to the Arts operating budget. He anticipates the reduction may be lower than 5% if there are disproportionate cuts across the university.

He added that the last couple of weeks have been busy with timetabling meetings with Heads and dealing with the budget reduction from last year as well as the pending reduction for this year. He noted that one of the only areas of discretionary spending the faculty has is the sessional budget. The Faculty is budgeting for a 50% reduction in sessional staff. He added that although there will be little funding available for new positions, he has asked that Departments hold their Article 18 meetings and submit the position requests. He added he will also be having conversations with the Heads to determine hiring priorities, however it remains to be seen whether any appointments will be made.
Dean Taylor noted that four Headship Searches are ongoing; Sociology is complete, English, Film & Theatre is currently taking place and Psychology is taking place later this month.

Dean Taylor announced that Todd Mondor will be assuming the role of Associate Dean Graduate Studies. Todd will remain Head of Psychology until June 30 although he is already in place as Associate Dean.

Dean Taylor also announced that he is calling for expressions of interest for the Associate Dean Undergraduate position. Lori Wilkinson is leaving the position as she has been the recipient of a large external grant. Dean Taylor thanked Lori for her 3 years of service.

6.2 Associate Deans’ Reports – written reports provided

7. Question Period - There were no questions.

8. ADJOURNMENT CARRIED
September 18, 2014

TO: Chair, Faculty Council, Faculty of Arts

FROM: Jeff Taylor, Dean, Faculty of Arts

SUBJECT: Changes to Tenure and Promotion Documents in the Faculty of Arts

On April 15th I met with the Associate Deans and Jennifer Chappellaz to discuss various modifications to the tenure and promotion Procedures and Criteria documents that we deemed necessary, and therefore recommend to Faculty Executive and Faculty Council:

- The inclusion of the fact that the Chairperson notifies early tenure applicants of the Committee’s recommendation prior to the September 21st deadline for withdrawal of their application (this has always been done, but was not reflected in the Procedures and Criteria document for tenure).

- On the final page of the ‘Tenure’ document, the text has been changed to match the wording of Article 20 in the 2013-2016 UMFA Collective Agreement.

- The fact that untenured people cannot serve on the Nucleus Committee/tenure and promotion committees was included in the Procedures and Criteria document for tenure, but not for promotion – it is now included in the document for promotion as well.

- In both documents we have included the fact that ‘equity and diversity factors’ should be considered as part of the examination and discussion by Committee members in their assessment of a candidate, as recommended by the Equity, Diversity and Human Rights Committee.

Thank you.

/jc
PROMOTIONS IN THE FACULTY OF ARTS: PROCEDURES AND CRITERIA

Approved by Arts Faculty Council: December 16, 1983
Amended by Arts Faculty Council: September 24, 1984; June 25, 1996; May 12, 1999; February 21, 2000;
November 13, 2001; October 12, 2011

This document summarizes the procedures and criteria related to promotions within the Faculty of Arts. The procedures and criteria reflect the relevant articles of the Collective Agreement between the University of Manitoba and UMFA, as well as the policies and practices followed in the Faculty of Arts over the last few years. Anyone having questions about the meaning of this statement should contact his/her Head; if it is a matter of whether this statement contains an incorrect interpretation of the Collective Agreement, the Dean should be informed of this immediately. Anyone who would like to see future changes made with respect to the procedures and criteria should communicate this to his/her Head and, in cases where the change would be to a provision derived from the Collective Agreement, to UMFA.

1. Effective dates and deadlines

In accordance with the Collective Agreement, a promotion takes effect on March 30 of the calendar year following the calendar year in which the application is submitted, and is contingent upon approval by the Board of Governors. In the Faculty of Arts, the normal deadline for the receipt of promotion applications and accompanying documentation will be September 10th. The Department Head shall be responsible for setting any internal departmental deadlines that may be necessary to ensure that all material reaches the Dean's office by the deadline date.

All promotion materials submitted by the candidate should be sent to the Dean by or through the Department Head. After September 10th, no supporting documentation will be accepted unless it is requested by the Dean or the Promotion Committee, or except pursuant to 3(b) (viii) post.

In accordance with the Collective Agreement, all promotion proceedings shall normally be completed by April 30th.

2. Promotion Committees

a. The Dean shall be responsible for establishing a faculty-based nucleus Promotion Committee to which shall be added Department representatives for each Department. Where possible, the majority of the voting members of the Promotion Committee are to be persons from the candidate's Department who have the expertise to judge the achievements of the candidate. Department representatives shall be selected by, and if possible from, the Department in accordance with a procedure determined by all full-time and part-time faculty members. However, that procedure cannot be adopted if it were to allow a person who is to receive a promotion recommendation from the Committee to choose directly any member of the Committee.

Gender parity will be sought on all promotion committees. Where gender parity is not feasible, there shall be at least one (1) member of each gender on each promotion committee.

b. There shall be a Promotion Committee for each Department, and preferably one for each rank*, composed of three (3) tenured representatives selected by, but not necessarily from, the academic staff of faculty rank in the Department, and two (2) nominees of the Dean from the nucleus Promotion(also tenured) Nucleus Committee. At least two (2) of the departmental representatives and at least one (1) of the Dean's nominees shall be at or above the rank applied for.

*Permanent Instructors can evaluate promotion applications only of those in Instructor positions

In providing for the consideration of a candidate who is from a very small Department, or who is the Head or Acting Head of the Department, or who holds a cross-appointment with another program, the Dean and/or the Department Council shall follow procedures as similar to those laid down here as is practical.

The Head of the candidate's Department shall serve on the Promotion Committee in a non-voting capacity. The Dean or his/her designate shall be the non-voting Chairperson of each Promotion Committee.

c. Prior to the first meeting of a Promotion Committee, the Dean shall make known the names of those faculty members scheduled to be considered, and invite written submissions to the Promotion Committee from faculty members on the candidate's teaching and scholarship and from students on the candidate's teaching. Also prior to the first meeting, the Chairperson shall write to all members of the Promotion Committee (with a copy to each person scheduled to be considered by the Promotion Committee),
informing them of the time and place of the first meeting, and asking them to study thoroughly (and keep confidential) the material provided to them by the Head, the candidates, and by faculty members and students. The candidate is responsible for providing sufficient material evidence to support his/her case for a positive promotion recommendation at the time that he/she submits the duly completed Application for Promotion form (or at a later date if that is agreed to by the Head). The Head is to ensure that all materials supplied by the candidate are duplicated and forwarded to the Committee Chairperson.

3. Procedures

a. Department-level procedures

i. Initiating a promotion consideration

The Collective Agreement states that the matter of promotion shall be discussed by the Department Head and the faculty member prior to the commencement of promotion proceedings. Where relevant, discussion should include relevant equity and diversity factors. A promotion consideration may be initiated either by the Department Head requesting a duly completed Application for Promotion form from the faculty member, or by the faculty member submitting a duly completed Application for Promotion form to his/her Head. The Head shall forward this form to the Dean.

It shall be the faculty member's responsibility to provide, at the time he/she submits the duly completed Application for Promotion form (or at a later date, if that is agreed to by the Head), any supporting documentary evidence with respect to teaching, research, and service, and equity and diversity factors, that he/she wishes to be taken into consideration. Such supporting documentary evidence may address, where relevant, equity and diversity factors. Faculty members should prepare a "Teaching Dossier" which includes the faculty member's orientation toward teaching, teaching responsibilities, course syllabi, assignments and evaluation instruments, summaries of student evaluations (copies of SEEQ report summary sheets), and evidence of other teaching activities and accomplishments. Faculty members should also submit a parallel "Research Dossier" outlining the faculty member's research agenda, current research, scholarly and/or artistic activities, major publications and/or performances, and any other information with respect to the faculty member's current or future research and scholarly activities. Faculty members should also submit a "Service Dossier" outlining the faculty member's service agenda, current involvement with local and community associations and outreach activities, and any other information with respect to the faculty member's current or future service-related activities.

NOTE: preceding each of the Teaching, Research, and Service dossiers, a narrative should be included as a separate document.

Once an Application for Promotion form has been submitted by a faculty member (whether this is done at the request of the Head or on the faculty member's own initiative), the Head is not free to prevent the case from going forward to the Dean (nor is the Dean free to prevent it from going forward to the Vice-President) so long as the faculty member continues to want it to proceed; the faculty member, however, is free to have the consideration stopped at any point by submitting to the Dean or his/her designate (Chairperson) a written request to that effect.

b. Faculty-level procedures

i. In the case of an applicant who is also a member of one of the Colleges, the Dean shall provide the Provost or the Dean of Studies with an opportunity to submit any relevant information. Any material so provided shall be considered by the Promotion Committee.

ii. Before making a recommendation regarding promotion, each Promotion Committee shall seek the advice of members of the candidate's Department and other faculty members in the Faculty. The written opinions from faculty members on the candidate's teaching and scholarship, and from students on the candidate's teaching, shall be solicited. This soliciting is to be done by the Dean or his/her designate. Where appropriate this information shall be sought through the Department Councils of any Department in which the candidate teaches. The Promotion Committee may also solicit written opinions from outside experts in the candidate's field on the candidate's teaching and scholarship.

iii. The non-voting Chairperson of the Promotion Committee (i.e., the Dean or his/her designate) is responsible for ensuring that

Information and resources on the preparation of a "Teaching Dossier" are available from University Teaching Services, the Centre for the Advancement of Teaching & Learning at http://intranet.umanitoba.ca/academic_support/catl/ http://intranet.umanitoba.ca/academic_support/uts/
the procedures carried out by the Committee reflect due process, and are in keeping with the appropriate provisions of the Collective Agreement and the criteria and weightings of the Faculty, so that a just and defensible recommendation can be achieved.

iv. Outside Evaluations: In the case of each candidate being considered for a possible promotion to Professor, reports shall be obtained from at least two outside evaluators, who shall be established scholars (normally themselves at the rank of Professor) whom the Dean considers competent to make the required judgments. These scholars shall be asked for a confidential evaluation of the candidate's complete promotion file, including any teaching and research dossiers. The external evaluators shall be asked whether the candidate's record on teaching is sufficiently meritorious, and whether his/her publications are sufficiently distinguished, both in quantity and quality, to justify promotion to Professor.

In all communications with the outside evaluators, there is to be no hint of whether or not the Dean or Head is already inclined to be favourably disposed with respect to a possible promotion.

The Dean shall draw up, in consultation with the Head, a list of outside evaluators. This list shall be shown to the candidate who may request the deletion of any name for cause. The Dean shall select the outside evaluators and carry on all correspondence with them.

Both the Head and the candidate will receive a copy of each evaluator's report as soon as is practical; but unless the evaluator has agreed to give up anonymity, the candidate will not be told the name of the evaluator, and will receive a copy of the report from which any clear means of identifying the author have been deleted.

v. The candidate being considered for promotion shall have an opportunity to meet at least once with the Promotion Committee, and shall be informed by the Dean or his/her designate before the Promotion Committee begins consideration of his/her application of the nature of all the documents and other evidence the Promotion Committee shall consider.

vi. If a Promotion Committee cannot make a positive recommendation as a result of its deliberations, the Chairperson of the Promotion Committee shall so inform the candidate in writing. The written notification shall indicate in general terms the area(s) of concern that the Committee will wish to discuss, and establish a date for a meeting between the candidate and the Chairperson at which time the Chairperson shall give the candidate an oral account of the nature of any reservations or negative considerations that the Promotion Committee may have. The written notification shall also stipulate that at the meeting between the Chairperson and the candidate, a date will be set for the candidate to meet with the Committee to speak to these concerns.

vii. The Chairperson in consultation with the faculty member shall establish the date for a subsequent meeting with the Promotion Committee where the candidate shall be given the opportunity to speak to these concerns.

viii. A reasonable time will be allowed the candidate to seek advice, solicit opinion, and provide further documentation in order to prepare for such a meeting.

ix. The Promotion Committee shall evaluate the application and supporting evidence and shall make its recommendation to the Dean. The Chairperson shall report in writing all recommendations, together with the specific reasons therefore related to the criteria and weightings established by the Faculty of Arts, to the faculty member, Department Head and the Dean.

x. Following receipt of the Promotion Committee's report, the Head of the candidate's Department shall make a recommendation on promotion to the Dean for each faculty member who has submitted a duly completed Application for Promotion form and has not subsequently withdrawn it.

The Head, after considering the Application for Promotion form and supporting material submitted by the candidate, shall submit his/her recommendation to the Dean on the Department Head Recommendation form. The recommendation of the Head shall be in writing and accompanied by the specific reasons therefore related to the criteria and weightings established by the Faculty of Arts. The Head shall deliver a copy of the recommendation and reasons to the faculty member.

The Dean shall transmit the Promotion Committee's recommendation, his/her own recommendation, and that of the Department Head to the Vice-President (Academic). The recommendation of the Dean shall be in writing, and accompanied by the specific reasons therefore related to the criteria and weightings established by the Faculty of Arts. The Dean shall
deliver a copy of the recommendation and reasons to the faculty member.

xi. If the recommendation of the Department Head or the Dean is different from that of the Promotion Committee then he/she shall advise the Promotion Committee in writing.

xii. If the candidate is not to be recommended for promotion, the President shall notify him/her in writing of this fact, together with the specific reasons, within forty (40) working days of the date of the recommendation of the Promotion Committee to the Dean as provided in s.20.A.3.8 of the Collective Agreement and shall at the same time advise him/her of the right to appeal in accordance with s.20.D of the Collective Agreement.

xiii. The candidate shall be notified of the status of a recommendation regarding his/her promotion to the Board of Governors not later than ten (10) working days following the meeting at which the recommendation was considered.

4. Conditions for Application for Promotion and Criteria for Evaluation

a. According to the Collective Agreement, promotions from one rank to another shall be based upon the contribution that the faculty member has made to his/her discipline and to his/her Department, Faculty and the University at his/her current rank over a period of time, taking into account his/her academic attributes and his/her performance of assigned and other duties. The duties specifically assigned to the faculty member during the period under consideration, including relevant equity and diversity factors, must be taken into account in the application of the criteria and weightings.

b. Academic attributes (not necessarily in order of importance) to be considered in determining the suitability of a faculty member for promotion normally shall include, but are not limited to:

i. Research, Scholarly Work and Other Creative Activities
Factors that may be considered include: the publication of books, monographs, and contributions to edited books; contributions to reference works; papers in both refereed and non-refereed journals; technical reports; papers delivered at professional meetings; participation in panels; unpublished research including current work in progress both supported and non-supported; editorial and refereeing duties; creative works and performances; non-funded, grant, and/or contract-based research; commissioned works; and scholarship as evidenced by the candidate's depth and breadth of knowledge and general contributions to the research life of the University. Promotion Committees shall consider any published and unpublished works submitted by the candidate.

ii. Teaching
Factors that may be considered include: course work and all related activities; supervision of the work of honours and graduate students; participation in seminars and colloquia; innovative methods in teaching and other contributions to the teaching activities of the University. The written opinions of students and/or fellow faculty members shall normally be sought. The measure of teaching performance shall include Senate-approved student evaluations.

iii. Service
Factors that may be considered include: participation in University, faculty, Departmental and staff committees; counselling students; service in professional organizations (including UMFA and CAUT); general administrative duties; community service where the individual has made an essentially nonremunerative contribution by virtue of special academic competence. Service includes internal and external activities related to the research and teaching function of the University.

Candidates for promotion will also be assessed in relation to their service to the University and to the community. The service category is of relatively less importance than those of teaching and research/artistic activity. Nevertheless, a Promotion Committee may take into account service to the University and the community as a supplement to performance in these other areas. Satisfactory performance of routine administrative duties (on department/program committees, for example) is expected. Apart from the obvious contribution to the University from good teaching and research, a sustained commitment to the welfare of the University, as evidenced by the candidate's having undertaken special assignments or administrative appointments, or other activities which contribute significantly to the welfare of the University as an institution, may be taken into account, provided that these are fully documented. Similarly, only a sustained record of significant service to the wider community, related to the candidate's discipline/field and which has clearly had the effect of tangibly enhancing the relationship between the University and the community may be taken into account. Such activities
must be fully documented. Activities which are simply part of the University's teaching function will not be considered in the category of service to the community.

c. A description of the ranks and the associated attributes and qualifications follows.

Promotion from Instructor I to Instructor II: To be eligible for promotion to the rank of Instructor II, an individual must possess necessary academic qualifications, demonstrated teaching ability which is rated as "average" or better, based on student evaluations, peer evaluation or other evidence, (where applicable) competence in language instruction, student counselling, creative works, and/or service. Normally, he/she should hold a completed Master's degree or its equivalent. Further, an individual normally must have at least five years of experience in a university or equivalent position.

Promotion from Instructor II to Senior Instructor: To be eligible for promotion to the rank of Senior Instructor, an individual must possess necessary academic qualifications, demonstrated teaching ability which is rated as "average" or better, based on student evaluations, peer evaluation or other evidence, (where applicable) competence in language instruction, student counselling, creative works, and/or service. Normally, he/she should hold a completed Ph.D. degree or its equivalent. Promotion to the rank of Senior Instructor is normally awarded to individuals who are excellent teachers, and who have ten or more years of experience in a university or equivalent position.

Promotion from Lecturer to Assistant Professor: To be eligible for promotion to the rank of Assistant Professor, an individual must ordinarily possess the terminal degree and/or professional registration or certification appropriate to his/her field of study. He/she must have demonstrated teaching ability which is rated as "average" or better, based upon student evaluations, peer evaluation, or other evidence. Success in teaching is evidenced by the ability to provide instruction at the various levels in his/her discipline. The potential for competent performance in research/artistic activity must be evident. This may take the form of articles already published in reputable scholarly journals, invited papers delivered to academic or professional associations, peer-evaluated unpublished research deemed to be of publishable quality, and other scholarly activities. Current unpublished research work shall be taken into consideration, but shall be given a lesser weighting than publications. For artistic and/or creative activity, the candidate must have shown potential equivalent to that described above mutatis mutandis. Significant activity related to service to the University, and non-remunerative service to the community, will also be taken into account in individual cases.

Promotion from Assistant Professor to Associate Professor: Promotion to the rank of Associate Professor normally requires evidence of successful teaching and scholarly activity beyond that expected of an Assistant Professor. Promotion to this rank is not automatic or based on years of service. To be eligible for appointment to the rank of Associate Professor, an individual must ordinarily possess the appropriate terminal degree and/or professional registration or certification, substantial and successful experience in teaching and/or demonstrated research or professional accomplishments.

To be eligible for promotion to the rank of Associate Professor, a candidate must meet the standards of teaching performance required for the Assistant Professor rank. In addition, there should be evidence of a record of consistency both in the candidate's commitment to good teaching and in his/her ability in classroom teaching, and in his/her commitment to the promotion of students' academic pursuits through student counselling and the stimulation of interest in continued study of the discipline/field. The candidate will be expected to have achieved significant results of research/artistic or creative activity for which he/she has been largely responsible. Such results must include publications in refereed journals, books (or chapters in books), monographs or comparable publications. There must be evidence of a sound contribution in the field of specialization. If the published works are modest, there must be evidence of further work to be published or an otherwise adequately documented record of scholarly activity and achievement related to the discipline/field. Current unpublished research work shall be taken into consideration, but shall be given a lesser weighting than publications. For artistic and/or creative activity, the candidate will be expected to have demonstrated ability in creative work and a positive reputation extending beyond the immediate community. The candidate should have participated in exhibitions or other forms of performance to an extent which promises future development. Significant activity related to service to the University, and non-remunerative service to the community, will also be taken into account in individual cases.

Promotion from Associate Professor to Professor: Promotion to the rank of Professor normally requires evidence of successful teaching and scholarly activity beyond that expected of an Associate Professor. Promotion to this rank is not automatic or based on years of service.

To be eligible for appointment to the rank of Professor, an individual must ordinarily possess the appropriate terminal degree.
and/or professional registration or certification, distinguished achievements in teaching and/or a wide reputation for scholarship, creative accomplishment, or professional achievement among his/her peers in the academic community, including, but not limited to, his/her peers at this University.

To be eligible for promotion to the rank of Professor, an individual will be judged on the basis of total performance: teaching; research and scholarly activity, including creative accomplishment; service to the University; and non-remunerative service to the community. The successful candidate will be expected to have established a wide reputation in his/her field of interest, to be deeply engaged in scholarly work, to have shown him/herself to be an effective teacher, and to have a satisfactory record of service to the University and/or to the community. Teaching and research shall normally be weighted equally.

A candidate for the rank of Professor must have demonstrated a sustained and successful commitment to research and scholarly activity over a considerable span of time, and a reasonable expectation that this will continue in the future. The results of his/her research must have been published in sufficient quantity and quality to indicate that the candidate's contribution is widely recognized by academic authorities in his/her field. Where appropriate, artistic activity will be taken into account as supplements to the foregoing requirement.

Where it is appropriate to the candidate's academic field, he/she must have demonstrated ability in artistic or creative works, performances, or directing, including a sustained commitment to such activity over a considerable period of time, and reasonable expectation that such activity will continue in the future. Evidence must be presented of public exhibitions and other types of performance. The candidate should have achieved some measure of national or international recognition. Evidence of this recognition must be presented in documentary form, including reviews by reputable critics and peers from outside the University.

Teaching effectiveness is demonstrated by the degree to which the candidate for promotion is able to stimulate and challenge the intellectual ability of students, to communicate academic material effectively, and to maintain a mastery of his/her subject areas. It also involves maintaining accessibility to students, and the ability to influence the intellectual and scholarly development of students. A demonstrated high level of competence in teaching is required. In all but the most exceptional cases, this must be shown to have extended consistently over a considerable span of time, not merely in the two or three years prior to promotion. In exceptional cases, a candidate with a long-standing record of outstanding teaching, including distinguished performance in the classroom and dedication to the welfare of students through counselling, personal contact and assistance, pedagogical innovations, and other related activities, constitutes an instance in which the relative importance of teaching shall be increased. Even in such cases, however, it will normally be considered a minimum requirement that there be at least some refereed publications in (a) reputable journal(s) or books, or (if appropriate) an equivalent in terms of artistic performance.

d. When a faculty member is or has been cross-appointed to two departments, programs or divisions, assessments of the candidate's teaching, research/artistic activities, and service should be sought from departments, programs or divisions.

e. It must be understood that in a situation where promotions by and large are determined by academic peers working in committee, the concrete meaning of the stated criteria for promotion becomes clear only as the Faculty accumulates experience as to who gets promoted and who does not. Though criteria must be published, it is not necessary or especially useful to become very specific in criteria designed to be applied on a Faculty-wide basis. In the long run the best guarantee of justice and sound academic standards is the utilization of committees of academic peers acting in accordance with sound procedures.

May 2012- April 2014
This document summarizes the procedures and criteria related to tenure within the Faculty of Arts. The procedures and criteria reflect the relevant articles of the Collective Agreement between the University of Manitoba and UMFA, as well as the policies and practices followed in the Faculty of Arts over the last few years. Anyone having questions about the meaning of this statement should contact his/her Head; if it is a matter of whether this statement contains an incorrect interpretation of the Collective Agreement, the Dean should be informed of this immediately. Anyone who would like to see future changes made with respect to the procedures and criteria should communicate this to his/her Head and, in cases where the change would be to a provision derived from the Collective Agreement, to UMFA.

1. Effective dates and deadlines

In accordance with the Collective Agreement, tenure takes effect on July 1st following approval by the Board of Governors. In the Faculty of Arts, the normal deadline for the receipt of tenure applications and accompanying documentation will be July 15th. The Department Head shall be responsible for setting any internal departmental deadlines that may be necessary to ensure that all material reaches the Dean's office by the deadline date.

All tenure materials submitted by the applicant should be sent to the Dean by or through the Department Head. After July 15, no supporting documentation will be accepted unless it is requested by the Dean or the Tenure Committee, or except pursuant to section 3(b)(vii) post.

All tenure proceedings shall normally be completed by the end of October each year.

2. Tenure Committees

a. The Dean shall be responsible for establishing a faculty-based nucleus Tenure Committee to which shall be added tenured Department representatives for each Department. Where possible, the majority of the voting members of the Tenure Committee are to be from the candidate's Department to ensure that the majority of the committee has the special expertise of those within a discipline/field to judge competence in it. Department representatives shall be selected by, and if possible from, the Department in accordance with a procedure determined by all full-time and part-time faculty members*. However, that procedure cannot be adopted if it were to allow a person who is to receive a tenure recommendation from the Committee to choose directly any member of the Committee.

*Permanent Instructors can evaluate tenure applications only of those in Instructor positions

Gender parity will be sought on all tenure committees. Where gender parity is not feasible, there shall be at least one (1) member of each gender on each tenure committee.

b. Normally, a Tenure Committee shall consist of three (3) tenured faculty members from the candidate’s Department, and two (2) tenured faculty members from the nucleus Nucleus Tenure-Committee from allied disciplines (selected by the Dean for this purpose).

In providing the review of a person who is from a very small Department, or who is the Head or Acting Head of the Department, or who holds a cross-appointment with another unit, the Dean and/or the Department Council shall follow procedures as similar to those laid down here as is practical.

The Head of the candidate's Department shall serve on the Tenure Committee in a non-voting capacity. The Dean or his/her designate shall be the non-voting Chairperson of each Tenure Committee.

c. Prior to the first meeting of a Tenure Committee, the Dean shall make known the names of those faculty members scheduled to be considered, and invite written submissions to the Tenure Committee from faculty members on the candidate's teaching and scholarship and from students on the candidate's teaching. Also prior to the first meeting, the Chairperson shall write to all members of the Tenure Committee, informing them of the time and place of the first meeting, and asking them to study thoroughly (and keep confidential the
material provided to them by the Head, the candidates, and by faculty members and students. Each candidate shall be notified in writing of the date of the start of his/her tenure hearing at least five (5) working days in advance of the first meeting. The candidate is responsible for providing sufficient material evidence to support his/her case for a positive tenure recommendation at the time that he/she submits the duly completed Application for Tenure form (or at a later date if that is agreed to by the Head). The Head is to ensure that all materials supplied by the candidate are duplicated and forwarded to the Committee Chairperson.

3. Procedures

a. Department-level procedures

A faculty member who holds a probationary appointment and who has completed the equivalent of at least three (3) years of full-time employment in a faculty capacity at this or another university or in a research appointment at a recognized research establishment other than a university shall have the right to apply for tenure consideration prior to the completion of his/her maximum untenured period. The maximum untenured period for full-time faculty members at the rank of assistant professor, associate professor or professor shall be six (6) years of full-time service, except for any modification in accordance with s. 19.C.5.3.1, s. 19.C.5.3.2, s. 19.C.5.3.3 or s. 19.C.5.6 of the Collective Agreement. Except where a faculty member is seeking early consideration of tenure, or where a faculty member has been granted any leave by (and which will take effect after) September 21 of that year, he/she shall be considered for tenure during the last academic year of his/her maximum untenured period.

A tenure consideration may be initiated either by the Department Head requesting a duly completed Application for Tenure form from the faculty member, or by the faculty member submitting a duly completed Application for Tenure form to his/her Head. The Head shall transmit this form to the Dean.

The Collective Agreement states that the matter of early tenure shall be discussed by the Department Head and the faculty member, and by the Dean and the faculty member, prior to the commencement of tenure proceedings. Where relevant, discussion should include relevant equity and diversity factors. When a faculty member applies for tenure consideration, the candidate shall be expected to meet the same criteria and have achieved the same level of competence as a member who has completed his/her maximum untenured period regardless of the number of years of probation served.

It shall be the faculty member's responsibility to provide, at the time he/she submits the duly completed Application for Tenure form (or at a later date, if that is agreed to by the Head), any supporting documentary evidence with respect to teaching, research, and service, etc. equity and diversity factors, etc., that he/she wishes to be taken into consideration. Such supporting documentary evidence may address, where relevant, equity and diversity factors. Faculty members should prepare a "Teaching Dossier" which includes the faculty member's orientation toward teaching, teaching responsibilities, course syllabi, assignments and evaluation instruments, summaries of student evaluations (copies of SEEQ report summary sheets), and evidence of other teaching activities and accomplishments. Faculty members should also submit a parallel "Research Dossier" outlining the faculty member's research agenda, current research, scholarly and/or artistic activities, major publications and/or performances, and any other information with respect to the faculty member's current or future research and scholarly activities.

Faculty members should also submit a "Service Dossier" outlining the faculty member's service agenda, current involvement with local and community associations and outreach activities, and any other information with respect to the faculty member's current or future service-related activities.

NOTE: preceding each of the Teaching, Research, and Service dossiers, a narrative should be included as a separate document.

A faculty member seeking early consideration of tenure may withdraw his/her application for tenure by notifying the Dean or his/her designate (Chairperson) in writing, at any time up to and including September 21
of the academic year in which the application is made. The Chairperson will notify the candidate of the Committee’s recommendation prior to September 21st.

b. Faculty-level procedures

i. In the case of a candidate who is also a member of one of the Colleges, the Dean shall provide the Provost or the Dean of Studies with an opportunity to submit any relevant information. Any material so provided shall be considered by the Tenure Committee.

ii. Before making a recommendation regarding tenure, each Tenure Committee shall seek the advice of members of the candidate’s Department and other faculty members in the Faculty. The written opinions from faculty members on the candidate’s teaching and scholarship, and from students on the candidate’s teaching shall be solicited. This soliciting is to be done by the Dean or his/her designate. Where appropriate this information shall be sought through the Department Councils of any Department in which the candidate teaches.

iii. The non-voting Chairperson of the Tenure Committee (i.e., the Dean or his/her designate) is responsible for ensuring that the procedures carried out by the Committee reflect due process, and are in keeping with the appropriate provisions of the Collective Agreement and the criteria and weightings of the Faculty, so that a just and defensible recommendation can be achieved.

iv. The candidate being considered for tenure shall have an opportunity to meet at least once with the Tenure Committee, and shall be informed by the Dean before the Tenure Committee begins consideration of his/her application of the nature of all the documents and other evidence the Tenure Committee shall consider.

v. No meetings of a Tenure Committee shall be held without every Committee member being present and no general discussion of candidates shall take place without every member being actually present in the room at the time.

Near the beginning of the first meeting, the Head usually gives an overview of the Department, indicating which areas are covered by the Department and where the candidate(s) fit(s) in as to field. Also at the first meeting, the material submitted for each candidate is checked to ensure that each Committee member has a copy of, or has access to a copy of, any material submitted to the Committee by the candidate(s), the Head, other faculty members, and/or students.

If there is more than one candidate for tenure, the first round of discussion takes them in alphabetical order.

The Committee takes responsibility for the application of criteria and for ensuring that it has sufficient information to make a recommendation that is correct and defensible. All Committee members are urged to pool their information, both favourable and unfavourable. The Committee may, through its Chairperson or the Department Head, request further information from the candidate(s) or from other persons. (While it is presumed that any committee of academic peers has, collectively, the competence to make a sound evaluation of the quality of a candidate's scholarly writings and research publications, as well as of the quality of a candidate's teaching, nevertheless a Tenure Committee may (in special circumstances) request of one or more persons with specialist knowledge, within or outside the University, an advisory opinion concerning the quality of the scholarship contained in a candidate's published and unpublished writings or any portion thereof.)

Committee members (whether selected by their Department or the Dean) are urged to make up their minds independently, and never to allow their vote to be determined by someone else, as if they were instructed delegates. Each Committee member is urged to scrupulously avoid letting any reservations or negative considerations influence his/her vote in a negative way, unless these matters have been communicated to the candidate and the candidate has been invited to appear before the Committee to speak to them.

vi. If a Tenure Committee cannot make a positive recommendation as a result of its deliberations, the
Chairperson of the Tenure Committee shall so inform the candidate in writing. The written notification shall indicate the area(s) of concern that the Committee will wish to discuss. The Chairperson, in consultation with the faculty member, shall establish the date for a subsequent meeting with the Tenure Committee where the candidate shall be given the opportunity to speak to these concerns.

vii. If the Committee does decide to invite a candidate in to speak to any reservations or negative considerations, the Chairperson is to attempt to ensure that the candidate understands the nature of these concerns. A reasonable time will be allowed the faculty member to seek advice, solicit opinion, and provide further documentation in order to prepare for such a meeting. When the candidate appears before the Committee, the Chairperson is to begin the discussion by summarizing the concerns communicated to the candidate earlier, and mention that if, during the discussions, a candidate is asked an additional question for which he/she is not prepared, the candidate would be provided with another opportunity to meet with the Committee. If a candidate chooses to be accompanied by another person during such a meeting with the Committee, the candidate must nonetheless speak for him/herself, and not through the other person. Further, the other person must leave with the candidate, and may not be present during the Committee's deliberations. All Committee members are urged to help in ensuring that the candidate has understood the nature of the concerns expressed, and has been provided with every reasonable opportunity to respond to them. Before a candidate leaves the meeting which he/she has been invited to attend, the Chairperson shall ask the candidate whether he/she feels that any questions or comments were unfair (and if so, in what way), and whether additional time to prepare responses is needed.

viii. All voting is open and recorded, though (like all the proceedings of the Tenure Committee) it is to be kept strictly confidential. (Although we do not have a formal rule against abstentions, Committee members are strongly discouraged from abstaining.) Prior to the vote being taken, the Chairperson shall remind the Committee that no one is to vote negatively on the basis of reservations and negative considerations not clearly presented to the candidate.

ix. The Tenure Committee shall evaluate the application and supporting evidence and shall make its recommendation to the Dean. The Chairperson shall report in writing all recommendations (positive or negative), together with the specific reasons therefore related to the criteria and weightings established by the Faculty of Arts, to the faculty member, Department Head, and the Dean.

x. After considering the Application for Tenure form and supporting material submitted by the candidate and following receipt of the Tenure Committee's report, the Head of the candidate's Department shall make a recommendation on tenure to the Dean for each faculty member who has submitted a duly completed Application for Tenure form and has not subsequently withdrawn it. The recommendation of the Head shall be in writing on the Department Head Recommendation form and accompanied by the specific reasons therefore related to the criteria and weightings established by the Faculty of Arts. The Head shall deliver a copy of the recommendation and reasons to the faculty member.

The Dean shall transmit the Tenure Committee's recommendation, his/her own recommendation, and that of the Department Head to the Vice-President (Academic) in sufficient time to allow the candidate to meet with the Vice-President (Academic) prior to the President sending out notification of whatever recommendations he/she intends to forward to the Board of Governors.

The recommendation of the Dean shall be in writing, and accompanied by the specific reasons therefore related to the criteria and weightings established by the Faculty of Arts. The Dean shall deliver a copy of the recommendation and reasons to the faculty member.

xi. If the recommendation of the Department Head, Dean or the Vice-President (Academic) is different from that of the Tenure Committee then he/she shall advise the Tenure Committee and the candidate in writing.

xii. In accordance with the Collective Agreement, the President shall deliver or send to the faculty member by registered mail, a written notice of any negative recommendation which he/she intends to forward to the Board, along with the specific reasons, related to the criteria and weightings established pursuant to Article 19, for the negative tenure recommendation and a reminder of the faculty member's right to an appeal as provided in s.19.D.7 of the Collective Agreement.

xiii. When it has considered the President's recommendation, the Board will communicate its decision to the faculty member in writing.
4. Criteria for Evaluation of an Application for Tenure

The recommendations ultimately arrived at by a Tenure Committee are to represent professional judgments in the light of the academic needs of the University, and are to be based on an assessment of the academic attributes, and performance of assigned duties of the candidate(s) by his/her/their peers. The duties specifically assigned to the faculty member, including relevant equity and diversity factors, during the period of consideration must be taken into account in the application of the criteria and weightings.

Academic attributes (not necessarily in order of importance) to be considered in determining the criteria to be used in assessing the suitability of a faculty member for tenure normally shall include, but are not limited to:

a. Research, Scholarly Work and Other Creative Activities
Factors that may be considered include: the publication of books, monographs, and contributions to edited books; contributions to reference works; papers in both refereed and non-refereed journals; technical reports; papers delivered at professional meetings; participation in panels; unpublished research including current work in progress both supported and non-supported; editorial and refereeing duties; creative works and performances; non-funded, grant, and/or contract-based research; commissioned works; and scholarship as evidenced by the candidate's depth and breadth of knowledge and general contributions to the research life of the University. Tenure Committees shall consider any published works and unpublished works submitted by the candidate.

b. Teaching
Factors that may be considered include: course work and all related activities; supervision of the work of honours and graduate students; participation in seminars and colloquia; innovative methods in teaching and other contributions to the teaching activities of the University. The written opinions of students and/or fellow faculty members shall normally be sought. The measure of teaching performance shall include Senate-approved student evaluations.

c. Service
Factors that may be considered include: participation in University, faculty, Departmental and staff committees; counselling students; service in professional organizations (including UMFA and CAUT); general administrative duties; community service where the individual has made an essentially non-remunerative contribution by virtue of special academic competence. Service includes internal and external activities related to the research and teaching function of the University.

As for the criteria to be taken into account within the Faculty of Arts, emphasis is to be placed primarily on teaching and research, though consideration would be given to contributions in the various types of relevant service. Tenure shall be recommended in instances where the candidate provides material evidence of:

1. A strong teaching record, including instruction of students at the various levels of programs offered in the candidate's department. This would include evidence of successful teaching at the undergraduate level, and where applicable, evidence of effective and successful supervision of honours and/or graduate students (including the supervision of reading courses and theses).

2. Scholarship (or where applicable, artistic activity) which demonstrates that the candidate has made a significant contribution to his/her field; both the quantity and quality of the candidate's scholarly (or where applicable, artistic) activities will be assessed. Tenure Committees shall consider all scholarly works, but will generally give greater weight to published works.

3. Effective service to the Faculty, the University, and/or the professional or academic communities to which the member belongs. (Broader service to the community, through formal and informal arrangements, is also evaluated as an important element of service.) While effective committee and administrative work cannot substitute for effective teaching and well-regarded research, duties of this nature are expected of all members of the University. Tenure Committees shall consider the contributions the candidate has made through his/her committee and administrative service (and through his/her service to learned or professional societies), and specifically, the ways in which such service provides evidence of scholarly knowledge and judgement.
On all three criteria, Tenure Committees shall make recommendations taking into account the candidate's accomplishments to date, and an assessment of the prospect that he/she is likely to continue to make meaningful contributions as a teacher, researcher, and member of the academic community.

54. Tenure and Promotion in the Faculty of Arts

As specified in the Collective Agreement, the procedures related to tenure and promotion are treated separately. In some instances, a faculty member may wish to apply for tenure and promotion at the same time. In all such instances, the faculty member should consult with the Department Head and the Dean, and ensure that he/she has complied with the relevant articles of the Collective Agreement, and Faculty of Arts policies related to both tenure and promotion.

Where the candidate applying for tenure wishes also to be considered for promotion to the rank of Associate Professor, he/she may request that the Dean (with the agreement of UMFA) establish a committee to consider both. In such instances, the Committee shall first consider the matter of tenure, and then promotion. If the tenure recommendation is negative, the Committee shall not consider the promotion application. A faculty member recommended for tenure may or may not be recommended for promotion, and such a decision shall be at the discretion of the candidate's academic peers on the Tenure and Promotion Committee. If tenure is subsequently granted, a new Promotion Committee shall be struck.

May 2014

May 2014
Number of members needed: 2 faculty members

Replacing: Ken Mackendrick (Religion) for M. Gabbert (History)
           Michelle Faubert (EFT) for Ian Hudson (Economics)

Term of Office: October 1, 2014 to December 31, 2014 (3 months)

Please vote for 2 members by placing an “X” in the appropriate boxes:

<table>
<thead>
<tr>
<th>ELENA BARABAN (GERMAN &amp; SLAVIC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NOMINEE FROM THE FLOOR:</td>
</tr>
<tr>
<td>NOMINEE FROM THE FLOOR:</td>
</tr>
<tr>
<td>I WISH TO ABSTAIN FROM VOTING FOR THIS COMMITTEE</td>
</tr>
</tbody>
</table>


Subsequent to Arts Executive Committee’s approval of the materials sent from CPAC to Arts Executive on Wednesday 10 September, the Department of Religion pointed out a number of corrections to their proposed program changes to the CPAC Chair. The Chair circulated the revised changes to Arts Executive Committee members on behalf of CPAC so that these corrections could be recorded before the CPAC package proceeded to Faculty Council for information. The changes were unanimously approved by Arts Executive by an email vote on Monday 15 September.

For the information of Faculty Council, the changes between what was approved and what will now proceed to Faculty Council and then to Senate 4Cs are:

a. All references to “areas of religious study” have been changed to “religious traditions”
b. For the General Major program, students are required to take courses from at least two religious traditions
c. For the Single Advanced Major, Single Honours and Double Honours programs, students will be required to complete course form at least three religious traditions (CPAC agreed to 2)
d. A required course at the 4000 level was given the incorrect number; CPAC approved RLGN 4280 when it should have been RLGN 4260
e. Footnote 1 was altered to read:
   Religious traditions are categorized as follows:
   -and then a change from: The following courses satisfy the Buddhism requirement: (list of courses) to read simply:
   Buddhism includes: (same list of courses)
   Christianity includes: (same list of courses)
   Etc.

Please attach this memo to the CPAC materials proceeding from Arts Executive to Faculty Council for Council’s full information.

---
Greg T. Smith, Ph.D.
Associate Dean of Arts (Graduate Studies, Curriculum, Space, and International Studies)
Associate Professor of History
316 Fletcher Argue Bldg.
University of Manitoba
Winnipeg MB R3T 5V5 Canada
(204) 474-9055
Religion

- Modification of General Major, Single Advanced Major, Single Honours, Double Honours and Program Notes

Added material

Deleted material

8.26 Religion

8.26.1 Program Information

Major Program

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

A maximum of 12 credit hours in Religion courses numbered at the 1000 level may be used toward the 30 credit hours for the General Major.

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

Other

For the purpose of the Honours and the Major programs, the three areas of study are identified in the course listing with the following letters in brackets after the course title:
A: Western Religious Traditions
B: World Religions
C: Religion and Culture

<table>
<thead>
<tr>
<th>YEAR 1</th>
<th>YEAR 2</th>
<th>YEAR 3</th>
<th>YEAR 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL MAJOR TOTAL: 30 CREDIT HOURS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6 credit hours in Religion courses</td>
<td>• 6 credit hours in Religion courses numbered at the 3000 level (with written consent of the department head, students are permitted to substitute Honours courses in the Major)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• 18 credit hours in Religion courses: six credit hours must be taken in each of the following three areas: Western Religious Traditions (A), World Religions (B), and Religion and Culture (C)</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Within the courses required above, only 12 credit hours are permitted to be numbered at the 1000 level</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Within the courses required above, students must complete courses from at least two religious traditions: Buddhism, Christianity, Hinduism, Islam, Judaism</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| SINGLE ADVANCED MAJOR TOTAL: 48 CREDIT HOURS |
| 6 credit hours in Religion courses | • 12 credit hours in Religion courses numbered at the 4000 level (with written consent of the department head, students may be permitted to substitute courses numbered at the 3000 level) |
| | • 30 credit hours in Religion courses: six credit hours must be taken in each of the following three areas: Western Religious Traditions (A), World Religions (B), and Religion and Culture (C) |
| | • Within the courses required above, only 12 credit hours are permitted to be numbered at the 1000 level |
| | • Within the courses required above, students must complete courses from at least three religious traditions: Buddhism, Christianity, Hinduism, Islam, Judaism |
### SINGLE HONOURS

<table>
<thead>
<tr>
<th>6 credit hours in Religion courses</th>
<th>12 credit hours in Religion courses numbered at the 2000 level</th>
<th>12 credit hours in Religion courses numbered at the 3000 level</th>
<th>12 credit hours in Religion courses numbered at the 4000 level</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>+ 6 credit hours in Religion courses-numbered-at-the</td>
<td>+ 6 credit hours in Religion courses-numbered-at-the</td>
<td>+ 6 credit hours in Religion courses-numbered-at-the</td>
</tr>
<tr>
<td></td>
<td>4000-level</td>
<td>4000-level</td>
<td>4000-level</td>
</tr>
<tr>
<td></td>
<td>+ 12 credit hours in ancillary options²</td>
<td>+ 6 credit hours in Religion courses-numbered-at-the</td>
<td>+ 6 credit hours in ancillary options²</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4000-level</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>+ 12 credit hours in Religion courses numbered at the 3000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>level</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>+ 18 credit hours in Religion courses numbered at the 4000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>level</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>+ RLGN 4260, RLGN 4270</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>+ 12 credit hours in free options³</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>+ 12 credit hours in ancillary options²</td>
<td></td>
</tr>
</tbody>
</table>

Within the courses required above, students must complete courses from at least three religious traditions: Buddhism, Christianity, Hinduism, Islam, Judaism.

### DOUBLE HONOURS

<table>
<thead>
<tr>
<th>6 credit hours in Religion courses</th>
<th>12 credit hours in Religion courses numbered at the 2000 level</th>
<th>12 credit hours in Religion courses numbered at the 3000 level</th>
<th>12 credit hours in Religion courses numbered at the 4000 level</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>+ 6 credit hours in Religion courses-numbered-at-the</td>
<td>+ 6 credit hours in Religion courses-numbered-at-the</td>
<td>+ 6 credit hours in Religion courses-numbered-at-the</td>
</tr>
<tr>
<td></td>
<td>4000-level</td>
<td>4000-level</td>
<td>4000-level</td>
</tr>
<tr>
<td></td>
<td>+ 12 credit hours in Religion courses-numbered-at-the</td>
<td>+ 6 credit hours in Religion courses-numbered-at-the</td>
<td>+ 6 credit hours in free options³</td>
</tr>
<tr>
<td></td>
<td>3000-level</td>
<td>4000-level</td>
<td></td>
</tr>
<tr>
<td></td>
<td>+ 6 credit hours in ancillary options²</td>
<td>+ 12 credit hours in free options³</td>
<td></td>
</tr>
<tr>
<td></td>
<td>+ 6 credit hours in-ancillary options²</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>+ 12 credit hours in other Honours field</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>+ 12 credit hours in other Honours-field</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>+ 6 credit hours in Religion courses numbered at the 3000</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>level</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>+ 12 credit hours in Religion courses numbered at the 4000</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>level</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>+ RLGN 4260, RLGN 4270</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>+ 12 credit hours in free options³</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>+ 24 credit hours in other Honours-fiel</td>
<td></td>
</tr>
</tbody>
</table>

Within the courses required above, students must complete courses from at least three religious traditions: Buddhism, Christianity, Hinduism, Islam, Judaism.
NOTES:

1 Honours students will be expected to obtain six credit hours in each of the study areas B and C. In addition, for purposes of the Honours program, study area A is divided into two parts: (a) Bible and (b) the history of Western religion. Normally an Honours student will be expected to obtain six credit hours in each of those two parts:

The following courses satisfy Western Religious Traditions (A—Bible): RLGN 1120, RLGN 1390, RLGN 1400, RLGN 2150, RLGN 2160, RLGN 2170, RLGN 2760, RLGN 3200, RLGN 3240, RLGN 3780, RLGN 3800, RLGN 3824, RLGN 3830.

The following courses satisfy Western Religious Traditions (A—History of Western Religion): RLGN 1350, RLGN 2036, RLGN 2040, RLGN 2050, RLGN 2140, RLGN 2520, RLGN 2530, RLGN 2550, RLGN 2560, RLGN 2730, RLGN 2770, RLGN 2840, RLGN 2850, RLGN 3280, RLGN 3640, RLGN 3870, RLGN 4200, RLGN 4280.

1 Religious traditions are categorized as follows:

Buddhism includes:
RLGN 2020, RLGN 3150, RLGN 3260, RLGN 3266, RLGN 4100.

Christianity includes:
RLGN 1350, RLGN 2036, RLGN 2040, RLGN 2050, RLGN 2170, RLGN 2520, RLGN 2530, RLGN 2550, RLGN 2560, RLGN 2840, RLGN 2850, RLGN 3200, RLGN 3230, RLGN 3240, RLGN 3780, RLGN 3870, RLGN 4200, RLGN 4280.

Hinduism includes:
RLGN 2010, RLGN 3210, RLGN 4060, RLGN 4190.

Islam includes:
RLGN 2100, RLGN 2780, RLGN 2790, RLGN 3190, RLGN 3194, RLGN 4180.

Judaism includes:
RLGN 1120, RLGN 1390, RLGN 1400, RLGN 2140, RLGN 2160, RLGN 2730, RLGN 2760, RLGN 2770, RLGN 3280, RLGN 3800, RLGN 3810, RLGN 3824.

2 Ancillary options are to be chosen from courses that are acceptable for credit in the Faculty of Arts (excluding Religion courses), courses taken from outside the Honours field of study.

3 Free options are to be chosen from courses that are acceptable for credit in the Faculty of Arts (including Religion courses).

4 Honours courses: all 4000 level courses.
CPAC Undergraduate Program Changes
Department of Religion
University of Manitoba

22 June 2014

Dear Members of the Committee:

Proposed changes in the undergraduate program reflect the Department of Religion’s response to the most recent undergraduate review and departmental discussion of changing the streams in order to reflect current approaches to Religious Studies throughout Canada.

1. The Department of Religion will retain its focus on World Religions. The Department of Religion is proposing the deletion of the categories A, B, C, in lieu of completing individual course modification forms. The primary reason for this is to remove the out of date distinctions of the current streams (A- Western Religious Traditions, B- World Religions, and C- Religion and Culture). As a result of program changes being proposed, the Department of Religion is requesting that the areas of study currently indicated in brackets following course titles, be deleted. This list of courses appears at the end of this document.

2. The Department of Religion is proposing a diversity requirement where students must select at least two courses in religious traditions for the General Major program and at least three courses in religious traditions for the Advanced, Single Honours and Double Honours programs. In addition, students enrolled in the Single Honours and Double Honours Programs are required to take RLGN 4260-Theoretical Approaches: Western Religions and RLGN 4270-Theoretical Approaches: Eastern Religions.

3. It is currently stated in the undergraduate catalogue that Honours students will be expected to obtain six credit hours in each of the study areas B and C. In addition, for purposes of the Honours program, the previous area A was divided into two parts: (a) Bible and (b) the history of Western religion. Normally an Honours student was expected to obtain six credit hours in each of those two parts. These requirements in study area A will be deleted. In accordance with the new Faculty of Arts policies for Honours programs, 12 additional credit hours have been added to requirements as open options. The undergraduate program chart has been amended to reflect these changes, and is included in this document.

Sincerely yours,

Elizabeth Alexandrin, CPAC Representative
Department of Religion
226 St. John’s College
DATE: August 21, 2014

TO: Janice Gripp, Secretary, Arts Executive Committee

FROM: G. Smith, 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 - August 7, 2014]

The motions listed below were approved by the Course and Program Approvals Committee at its meeting of Thursday, August 7th, 2014. 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 2a-14 Anthropology (Graduate Courses/Programs)

That the proposal to introduce:

ANTH 7000 Professional Development in Anthropology Cr. Hrs. 0

and to modify:

M.A. and Ph.D. Supplementary Regulations -
M.A. to include: modification to the program structure; advisory committee to be formed and meet during the first year of a students program; reduction in coursework from 18 to 12 credit hours and completion of a new mandatory pass/fail course in professional development, ANTH 7000; minimum grade requirement increased from B to B+; advisory committee to meet with student concerning the evaluation of their thesis proposal.

Ph.D. to include: modification to the program structure; admission requirement stipulating a minimum 3.5 GPA (over 60 credit hours) may be waived if the student’s degree grade point average (DGPA) during the M.A. coursework meets or exceeds this minimum or if a
faculty member is willing to advise the student; advisory committee to be formed and meet
during the first year of a student’s program; reduction in coursework from 18 to 9 credit
hours and completion of a new mandatory pass/fail course in professional development,
ANTH 7000; minimum grade requirement increased from B to B+; advisory committee
must meet with the student at least once each year to review the student’s progress in the
program; candidacy exam language is being modified to detail specific procedures,
expectation of students, advisors and committee members and include a timeline for each
step in the candidacy examination process.

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

Item 2b-14 Classics (Graduate Courses/Programs)

That the proposal to modify:
M.A. Supplementary Regulations - to include: relaxing of requirements for prior language
study; program applicants will be required to indicate their main area(s) of interest before
submitting their applications; a new disposition of 7000-level courses to reflect the greater
range and flexibility of the program; Greek and Latin reading exams which are set at the
end of the first year of study are being eliminated, rather the department will ensure
linguistic proficiency through coursework the students are requirement to complete - this
coursework may include courses assigned in addition to the minimum 12 credit hours that
all students must complete; students will be required to attend non-credit periodic meetings
of the department proseminar in which they are introduced to a wide variety of research and
research methods.

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

Item 2c-14 Economics (Graduate Courses/Programs)

That the proposal to modify:
M.A. and Ph.D. Supplemental Regulations - to include: application deadline date for
Canadian/US applicants moved from May 1 to April 1; admission requirement for students
in the pre-M.A. program to the M.A. program increased from 3.1 to a cumulative 3.5 GPA
in at least 24 credit hours of coursework in economics; ECON 3730 or the equivalent at
other universities as judged by the Graduate Studies Committee is added as an admission
requirement for the M.A. program; ECON 6040 is added as a requirement in the beginning
of the first year of the M.A. program - the Graduate Studies Committee may waive this
requirement on a case by case basis for students who have a solid mathematical
background; timelines have been added to the field research paper requirement in the Ph.D
program.

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

Item 2d-14 English, Film, and Theatre (Graduate Courses/Programs)

That the proposal to modify:
M.A. and Ph.D. Supplemental Regulations - to include: renaming of the M.A. Creative
Thesis to the M.A. Creative Major Project; adding a professional workshop requirement - doctoral students will be excused from this requirement if they have already completed a similar requirement during their M.A.; a set schedule identified for Candidacy Examination writing; ENGL 7600 is removed as a required course for doctoral students.

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

**Item 3a-14  Asian Studies (Undergraduate Courses/Programs)**

That the proposal to introduce:

**ASIA 3780  Advanced Reading in Japanese**

and to modify:

List A Courses Acceptable for Asian Studies Credit - to include:

**ASIA 3780  Advanced Reading in Japanese (3)**

and to flag as no longer offered:

**HIST 4080  Issues in Modern Asian History 2: Selected Topics (M,B) (3)**

and to modify Religion course titles to reflect changes being proposed by Religion.

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

**Item 3b-14  Canadian Studies (Undergraduate Courses/Programs)**

That the proposal to modify:

Single Honours - to include 6 credit hours of free options in each of Years 3 and 4.

Program Notes - to add definitions of ancillary options and free options.

List of Approved Courses in Canadian Studies - to include:

**HIST 2288  History of Social Movements in Canada (C) (3)**

and to flag as no longer offered:

**ECON 3300  Canadian Economic History (6)**

**ECON 3510  Industrial Relations (6)**

**HIST 2284  Democracy and Dissent in Canada: Social Movements in the 20th Century (C) (3)**

**HIST 3790  Studies in Canadian History 2 (C) (3)**

and to modify Religion course titles to reflect changes being proposed by Religion.

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

**Item 3c-14  Catholic Studies (Undergraduate Courses/Programs)**

That the proposal to introduce:

**CATH 2300  The Jesuits: Their Legacy and Influence**

**CATH 2400  Mystics, Saints, and Sinners: The Quest for Holiness in the Catholic Church**

Cr.Hrs. 3

Cr.Hrs. 3
and to modify:

List of Approved Courses in Catholic Studies - to include:
  CATH 2300  The Jesuits: Their Legacy and Influence (3)
  CATH 2400  Mystics, Saints, and Sinners: The Quest for Holiness in the Catholic Church (3)

and to modify Religion course titles to reflect changes proposed by Religion.

for a net change in credit hours of + 6 hours, be approved.

**Item 3d-14  Central and East European Studies (Undergraduate Courses/Programs)**

That the proposal to introduce:

Double Advanced Major Program - requirements to include -
  Year 1: 6 credit hours in a language from courses numbered at the 1000 or 2000 level in Russian, German, Ukrainian, Polish, Hungarian or Yiddish; 6 credit hours from the List of Approved Courses in Central and East European Studies;
  Years 2/3/4: 24 credit hours from the List of Approved Courses in Central and East European Studies, of which at least 12 credit hours must be taken in two subject fields; 6 credit hours from the List of Approved Courses in Central and East European Studies or from language courses numbered at the 1000, 2000, or 3000 level in Russian, German, Ukrainian, Polish, Hungarian or Yiddish.

and to modify:

General Major - requirements to include -
  Year 1: Hungarian added to the current list of acceptable languages;
  Years 2/3: 12 credit hours from the List of Approved Courses in Central and East European Studies, of which at least 6 credit hours must be taken in two subject fields; 6 credit hours from the List of Approved Courses in Central and East European Studies or from language courses numbered at the 1000, 2000, or 3000 level in Russian, German, Ukrainian, Polish, Hungarian or Yiddish.

Single Advanced Major - requirements to include -
  Year 1: Hungarian added to the current list of acceptable languages;
  Years 2/3/4: 30 credit hours from the List of Approved Courses in Central and East European Studies, of which at least 12 credit hours must be taken in two subject fields; 6 credit hours from the List of Approved Courses in Central and East European Studies or from language courses numbered at the 1000, 2000, or 3000 level in Russian, German, Ukrainian, Polish, Hungarian or Yiddish.

Minor - Year 1: Hungarian added to current list of acceptable languages.

Double Honours - requirements to include -
  Year 1: Hungarian added to the current list of acceptable languages;
  Years 2/3/4: Hungarian added to the current list of acceptable languages satisfying the 1000 or 2000 level language requirement; other Honours field requirement increased to 24 credit hours.
Program Notes - footnote 3 to include 3000 level language courses; footnote 4 to include Hungarian in the 1000 or 2000 level language subjects; footnote 5 deleted; to add definitions of ancillary options and free options.

List of Approved Courses in Central and East European Studies - to delete:
HUNG 1000  Introduction to Hungarian 1 (3)
HUNG 1002  Introduction to Hungarian 2 (3)
and to add:
ANTH 2060  European Archaeology (3)
GRMN 2510  German Fairy Tales from the Brothers Grimm to Hollywood (C) (3)
and to modify German, Russian and Ukrainian course titles to reflect changes proposed by German and Slavic Studies.

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

**Item 3e-14  Classics (Undergraduate Courses/Programs)**

That the proposal to introduce:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLAS 3670</td>
<td>Religion in the Hellenistic and Roman Mediterranean</td>
<td>3</td>
</tr>
</tbody>
</table>

and to modify:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLAS 3650</td>
<td>Religion in Ancient Greece</td>
<td>3</td>
</tr>
<tr>
<td>CLAS 3660</td>
<td>Religion in Ancient Rome</td>
<td>3</td>
</tr>
</tbody>
</table>

List A - Religion course title to reflect changes being proposed by Religion.

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

**Item 3f-14  Economics (Undergraduate Courses/Programs)**

That the proposal to delete:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 2420</td>
<td>Economics of the Labour Process and Labour Relations</td>
<td>6</td>
</tr>
<tr>
<td>ECON 2450</td>
<td>Microeconomic Theory and Its Applications 1</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2460</td>
<td>Microeconomic Theory and Its Applications 2</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2470</td>
<td>Macroeconomic Theory and Its Applications 1</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2480</td>
<td>Macroeconomic Theory and Its Applications 2</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2530</td>
<td>Introduction to Mathematical Economics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2700</td>
<td>Microeconomic Analysis 1</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2800</td>
<td>Macroeconomic Analysis 1</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3170</td>
<td>Introduction to Quantitative Methods in Economics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3180</td>
<td>Introduction to Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3300</td>
<td>Canadian Economic History</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3510</td>
<td>Industrial Relations</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3700</td>
<td>Microeconomic Analysis 2</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3730</td>
<td>Topics in Mathematical Economics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3800</td>
<td>Macroeconomic Analysis 2</td>
<td>3</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Cr.Hrs.</td>
</tr>
<tr>
<td>------------</td>
<td>--------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>ECON 4120</td>
<td>Intermediate Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4130</td>
<td>Seminar in Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4410</td>
<td>History of Economic Thought</td>
<td>6</td>
</tr>
<tr>
<td>ECON 4480</td>
<td>Game Theory</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4830</td>
<td>Economics Field Placement</td>
<td>6</td>
</tr>
</tbody>
</table>

and to introduce:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 2010</td>
<td>Microeconomic Theory 1</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2020</td>
<td>Macroeconomic Theory 1</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2030</td>
<td>Mathematical Economics 1</td>
<td>3</td>
</tr>
<tr>
<td>ECON 2040</td>
<td>Quantitative Methods in Economics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3010</td>
<td>Microeconomic Theory 2</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3020</td>
<td>Macroeconomic Theory 2</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3030</td>
<td>Mathematical Economics 2</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3040</td>
<td>Introduction to Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4010</td>
<td>Advanced Microeconomic Theory</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4012</td>
<td>Topics in Advanced Microeconomic Theory</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4020</td>
<td>Topics in Advanced Macroeconomic Theory</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4040</td>
<td>Seminar in Applied Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4042</td>
<td>Topics in Econometrics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4050</td>
<td>History of Economic Thought 1</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4052</td>
<td>History of Economic Thought 2</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4822</td>
<td>Economic Research and Communication</td>
<td>6</td>
</tr>
</tbody>
</table>

and to modify:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECON 3362</td>
<td>Labour Economics 1</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3374</td>
<td>Public Expenditure Analysis and Policy Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3376</td>
<td>Taxation, Tax Policy and Inter-government Public Finance Issues</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3392</td>
<td>An Introduction to Development Economics</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3394</td>
<td>Development Economics: Problems and Policies</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3640</td>
<td>Economics of the Financial System</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3650</td>
<td>Monetary Macroeconomics and Policy</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3670</td>
<td>International Trade</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3680</td>
<td>International Finance</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3720</td>
<td>Urban and Regional Economics and Policies</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3742</td>
<td>Industrial Organization and Firm Strategy</td>
<td>3</td>
</tr>
<tr>
<td>ECON 3810</td>
<td>Alternative Approaches to Macroeconomic Analysis</td>
<td>3</td>
</tr>
<tr>
<td>ECON 4430</td>
<td>Theories of Economic Development</td>
<td>6</td>
</tr>
<tr>
<td>ECON 4820</td>
<td>Workshop on Canadian Economic Policy</td>
<td>6</td>
</tr>
</tbody>
</table>

Economics General Major -
Year 1: remove "or the former ECON 1200" from existing requirements;
Years 2/3 to include: ECON 2010, ECON 2020, ECON 2040; additional 15 credit hours in Economics numbered at the 2000 level or higher, of which at least 6 hours must be from courses numbered at the 3000 level.
Economics Single Advanced Major - requirements to include -
Year 1: both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220; MATH 1500 or MATH 1520;
Year 2: ECON 2010, ECON 2020, ECON 2030, ECON 2040;
Year 3: ECON 3010, ECON 3020, ECON 3040;
Year 4: ECON 4822;
Years 2/3/4: additional 12 credit hours in Economics numbered at the 2000 level or higher.

Economics Minor (Concentration) -
Year 1: remove "or the former ECON 1200" from existing requirements;
Year 2/3: add "numbered at the 2000 level or higher" to existing requirement.

Economics Single Honours - requirements to include -
Year 1: both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220; MATH 1500 or MATH 1520;
Year 2: ECON 2010, ECON 2020, ECON 2030, ECON 2040;
Year 3: ECON 3010, ECON 3020, ECON 3030, ECON 3040, ECON 3810;
Year 4: ECON 4010, ECON 4020, ECON 4030, ECON 4040, ECON 4050, ECON 4052;
Years 2/3/4: a further 24 credit hours in Economics, of which no more than 6 additional hours can be from courses numbered at the 2000 level and at least 6 additional hours must be from courses numbered at the 4000 level; 24 credit hours in ancillary options.

Economics Double Honours - requirements to include -
Year 1: both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220; MATH 1500 or MATH 1520;
Years 2/3/4: 36 credit hours in Economics courses to include ECON 2010, ECON 2020, ECON 2030, ECON 2040, ECON 3010, ECON 3020, ECON 3040 and a further 15 credit hours in Economic, of which no more than 6 additional hours can be from courses numbered at the 2000 level and at least 6 additional hours must be from courses numbered at the 4000 level; at least 36 credit hours in other Honours field; at least 6 credit hours in ancillary options; at least 12 credit hours in free options.

Economics Program Notes - existing notes 1, 3, 4, 5 and 6 deleted and remaining notes updated to include: information for students who have been granted unallocated transfer credit in Economics, course recommendations for students who may wish to transfer from the General Major to the Advanced Major and Honours programs, definitions of ancillary options and free options.

Economics-Mathematics Joint Honours - requirements to include -
Year 1: both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220, or the former ECON 1200; MATH 1230, MATH 1232, MATH 1240, MATH 1220; STAT 1000; COMP 1010; 6 credit hours of electives including the required "Written English" course;
Year 2: ECON 2010, ECON 2020; MATH 2080, MATH 2090, MATH 2020, MATH 2150, MATH 2180; 9 credit hours of approved electives;
Years 3/4: ECON 3010, ECON 3020, ECON 3040; MATH 2160, MATH 3340, MATH 2030, MATH 3470, MATH 3320, MATH 3472, MATH 3440; 24 credit hours of approved Economics courses; 3 credit hours from MATH 2140, MATH 3420, MATH 3460, MATH
4370 or any Mathematics course at the 4000 level; 3 credit hours of Mathematics courses at the 3000 or 4000 level.

Economics-Mathematics Joint Honours Program Notes - existing notes deleted and new notes added: information on Year 1 course substitutions; ECON 3040 prerequisite waiver for students who have completed Year 1 of the program; level requirement for Economics electives taken in Years 3 and 4.

Economics-Statistics Joint Honours - Year 2 requirement of ECON 2700 and ECON 2800 replaced with ECON 2010 and ECON 2020; Year 3 requirement of ECON 3700 and ECON 3800 replaced with ECON 3010 and ECON 3020; Year 4 requirement of ECON 4120 and ECON 4130 replaced with ECON 4040 and ECON 4042, and STAT 4580 replaced with STAT 4200.

Economics-Statistics Joint Honours Program Notes - existing notes deleted and new notes added: level requirement for Economics electives taken in Years 3 and 4; ECON 3040 prerequisite waived for students who have completed Year 1 of the program.

for a net change in credit hours of - 24 hours, be approved.

**Item 3g-14 English, Film, and Theatre (Undergraduate Courses/Programs)**

That the proposal to modify:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENGL 2000</td>
<td>Intermediate Writing and Research</td>
<td>3</td>
</tr>
</tbody>
</table>

English Program Notes - to indicate that no more than 6 credit hours of Film or Theatre count toward the English programs (except the Minor and Double Honours program where students are required to take fewer English courses, then FILM 2280 may be also used toward those programs); to add/clarify definitions of ancillary options and free options.

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

**Item 3h-14 French, Spanish and Italian (Undergraduate Courses/Programs)**

That the proposal to modify:

French Single Honours - to include 6 credit hours of free options in each of Years 3 and 4

French Program Notes - to clarify/add definitions of ancillary options and free options.

Italian Studies List A - to flag as no longer offered:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 3120</td>
<td>Topics in History 2 (3)</td>
</tr>
</tbody>
</table>

for a net change in credit hours of + 0 hours, be approved.
Item 3i-14  German and Slavic Studies - German (Undergraduate Courses/Programs)

That the proposal to delete:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRMN 4640</td>
<td>Special Topics 1</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 4650</td>
<td>Special Topics 2</td>
<td>3</td>
</tr>
</tbody>
</table>

and to introduce:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRMN 2500</td>
<td>Special Topics in German in English Translation (C)</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 2510</td>
<td>German Fairy Tales from the Brothers Grimm to Hollywood (C)</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 4660</td>
<td>Special Topics in German (B)</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 4670</td>
<td>Special Topics in German in English Translation (C)</td>
<td>3</td>
</tr>
</tbody>
</table>

and to modify:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRMN 1120</td>
<td>Beginning German</td>
<td>6</td>
</tr>
<tr>
<td>GRMN 1300</td>
<td>Masterpieces of German Literature in English Translation</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 1310</td>
<td>Love in German Culture in English Translation</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 2100</td>
<td>Intermediate German</td>
<td>6</td>
</tr>
<tr>
<td>GRMN 2120</td>
<td>Introduction to German Culture 1</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 2130</td>
<td>Introduction to German Culture 2</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 2140</td>
<td>Exploring German Literature</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 2480</td>
<td>Special Topics in German 1</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3200</td>
<td>Deutsche Sprachpraxis 1</td>
<td>6</td>
</tr>
<tr>
<td>GRMN 3220</td>
<td>Deutsche Sprachpraxis 2</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3230</td>
<td>Business German</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3232</td>
<td>Introduction to German Translation</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3240</td>
<td>German Enlightenment and Classicism</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3250</td>
<td>German Romanticism</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3260</td>
<td>Representations of the Holocaust</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3262</td>
<td>Representations of the Holocaust in English Translation</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3270</td>
<td>Studies in Contemporary German Cinema</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3280</td>
<td>Sex, Gender and Cultural Politics in the German-Speaking World</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3282</td>
<td>Sex, Gender and Cultural Politics in the German-Speaking World in English Translation</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3290</td>
<td>History in Literature in German-Speaking Countries</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3390</td>
<td>German Representations of War</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3392</td>
<td>German Representations of War</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3500</td>
<td>Special Topics in German 1</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3510</td>
<td>Special Topics in German 2</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3530</td>
<td>Special Topics in Comparative German and Slavic Studies</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 4200</td>
<td>Literary and Cultural Theory</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 4210</td>
<td>Survey of Second Language Acquisition and Methods</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>of Language Teaching in German</td>
<td></td>
</tr>
<tr>
<td>GRMN 4540</td>
<td>Introduction to German Language Structure</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 4570</td>
<td>Honours Thesis in German Studies</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 4600</td>
<td>Senior Seminar in German Studies</td>
<td>3</td>
</tr>
</tbody>
</table>
GRMN 4610  Independent Work

Course categories - undergraduate courses are being arranged into three categories: A: Language Courses; B: Literature, Culture, and Applied Linguistics courses conducted in German; C: Literature, Culture, and Applied Linguistics courses conducted in English.

General Major - to add Years 1/2/3 requirement: within the required credit hours in German, 3 credit hours must be from Category B courses and a further 3 credit hours from Categories B or C courses.

Single Honours -
Years 1/2/3: to reduce ancillary options from 30 to 24 credit hours; to add 6 credit hours of free options;
Year 4: to delete ancillary options; to add 12 credit hours in free options;
Years 1/2/3/4 to add: within the required credit hours in German, 15 credit hours must be from Category B courses and a further 15 credit hours must be from Categories B or C courses.

Double Honours -
Years 2/3: to add 6 credit hours in free options;
Year 4: to add 6 credit hours in free options;
Years 1/2/3/4 to add: within the required credit hours in German, 12 credit hours must be from Category B courses and a further 6 credit hours must be from Categories B or C courses.

Program Notes - to delete note 4; to add definitions of free options and ancillary options.

for a net change in credit hours of +6 hours, be approved.

Item 3i-14  German and Slavic Studies - Slavic Studies (Undergraduate Courses/Programs)

That the proposal to introduce:

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>RUSN 1310</td>
<td>Introductory Russian 1</td>
<td>3</td>
</tr>
<tr>
<td>RUSN 2812</td>
<td>Intermediate Russian 1</td>
<td>3</td>
</tr>
<tr>
<td>UKRN 1312</td>
<td>Introductory Ukrainian 1</td>
<td>3</td>
</tr>
<tr>
<td>UKRN 2722</td>
<td>Intermediate Ukrainian 1</td>
<td>3</td>
</tr>
</tbody>
</table>

and to modify:

<table>
<thead>
<tr>
<th>Code</th>
<th>Course</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>RUSN 1300</td>
<td>Introductory Russian</td>
<td>6</td>
</tr>
<tr>
<td>RUSN 1330</td>
<td>Introductory Russian 2</td>
<td>3</td>
</tr>
<tr>
<td>RUSN 2280</td>
<td>Russian Culture 1</td>
<td>3</td>
</tr>
<tr>
<td>RUSN 2290</td>
<td>Russian Culture 2</td>
<td>3</td>
</tr>
<tr>
<td>RUSN 2630</td>
<td>Russian Language Seminar Abroad</td>
<td>3</td>
</tr>
<tr>
<td>RUSN 2810</td>
<td>Intermediate Russian</td>
<td>6</td>
</tr>
<tr>
<td>RUSN 2820</td>
<td>Intermediate Russian 2</td>
<td>3</td>
</tr>
<tr>
<td>UKRN 1230</td>
<td>Language Seminar in Ukraine 1</td>
<td>3</td>
</tr>
</tbody>
</table>
UKRN 1310 Introductory Ukrainian
UKRN 1320 Introductory Ukrainian 2
UKRN 2260 Ukrainian Culture Seminar Abroad
UKRN 2720 Intermediate Ukrainian
UKRN 2730 Intermediate Ukrainian 2
UKRN 2770 Ukrainian Culture 1
UKRN 2780 Ukrainian Culture 2
UKRN 3440 Ukrainian Poetry
UKRN 3910 Shevchenko

Cr.Hrs. 6
Cr.Hrs. 3
Cr.Hrs. 3
Cr.Hrs. 6
Cr.Hrs. 3
Cr.Hrs. 3
Cr.Hrs. 3
Cr.Hrs. 3
Cr.Hrs. 3

Russian “List A: Courses Acceptable for Russian Credit” added to program requirements.

List to include:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr.Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 2490</td>
<td>History of Russia (E) (6)</td>
<td></td>
</tr>
<tr>
<td>HIST 2660</td>
<td>History of the Soviet Union (E) (3)</td>
<td></td>
</tr>
<tr>
<td>HIST 2840</td>
<td>A History of Russia to 1917 (E) (3)</td>
<td></td>
</tr>
</tbody>
</table>

Russian General Major - requirements to include -
Year 1: 6 credit hours in Russian (RUSN) courses;
Years 2/3: 6 credit hours from RUSN 3200, RUSN 3210, RUSN 3220; 18 credit hours in Russian (RUSN) or Slavic Studies (SLAV) courses or courses selected from List A.

Russian Minor (Concentration) - requirements to include -
Year 1: 6 credit hours in Russian (RUSN) courses;
Years 2/3: 6 credit hours from Russian (RUSN) or Slavic Studies (SLAV) courses; 6 credit hours in Russian (RUSN) or Slavic Studies (SLAV) courses or courses selected from List A.

Russian Program Notes - to delete current notes; to add note permitting a 3000 level language substitution in Years 2/3 of the Major.

Ukrainian General Major - requirements to include -
Year 1: 6 credit hours in Ukrainian (UKRN) courses;
Years 2/3: UKRN 3950, UKRN 3960; 18 credit hours in Ukrainian (UKRN) or Slavic Studies (SLAV) courses.

Ukrainian Minor (Concentration) - requirements to include -
Year 1: 6 credit hours in Ukrainian (UKRN) courses;
Years 2/3: 12 credit hours in Ukrainian (UKRN) or Slavic Studies (SLAV) courses.

Ukrainian Program Notes - to delete current notes and to add notes: permitting a 3000 level language substitution in Years 2/3 of the Major; indicating that courses offered by other departments may be approved for credit with written consent of the department.

Polish Minor (Concentration) requirements to include -
Year 1: 6 credit hours in Polish (POL) courses;
Years 2/3: 12 credit hours in Polish (POL) courses, SLAV 2260 or SLAV 2270.
Polish Program Notes - to delete current note.

for a net change in credit hours of +12 hours, be approved.

**Item 3j-14  Global Political Economy (Undergraduate Courses/Programs)**

That the proposal to introduce:

- **GPE 1700  Social Justice in the 21st Century: Global Political Economy and Environmental Change** Cr.Hrs. 3
- **GPE 3700  A Survey of Global Political Economy** Cr.Hrs. 3

and to modify program lists:

Delete List of Electives; and Add List A - list to include:

- **ANTH 2530  Anthropology of Political Systems (3)**
- **ANTH 3750  Anthropological Perspectives on Globalization and the World-System (3)**
- **ECON 2630  An Introduction to the World's Economies (6)**
- **HIST 1370  An Introduction to Modern World History: 1500-1800 (M) (3)**
- **HIST 1380  An Introduction to Modern World History: 1800-Present (M) (3)**
- **HIST 1500  An Introduction to Modern World History: 1500-Present (M) (6)**
- **HIST 2380  The Twentieth-Century World (G,M) (6)**
- **HIST 2670  History of Capitalism (M) (3)**
- **HIST 2680  A History of Socialism from the French Revolution to the Present (M) (3)**
- **HIST 2720  The World Since 1945 (G,M) (6)**
- **HIST 3580  Topics in Recent World History 1 (M) (3)** Acceptable for credit only when the topic is "Global Economic Crises in World History, 1929-Present"

- **POLS 2040  Introduction to International Relations (6)**
- **POLS 3250  International Political Economy (3)**
- **POLS 3810  Introduction to Marxism (3)**
- **SOC 3380  Power, Politics and the Welfare State (3)**
- **SOC 3838  Ecology and Society (3)**
- **SOC 3840  Community and Social Reconstruction (3)**
- **SOC 3890  Power and Inequality in Comparative Perspective (3)**

and to modify:

General Major - to reduce total program credit hours from 57 to 48; requirements to include - Year 1: 6 credit hours from the following: HIST 1500, HIST 1370, HIST 1380, HIST 2380, HIST 2720; both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220; GPE 1700;
Year 2: ANTH 2000; ECON 2540; ECON 2550; GPE 2700; SOC 2290 (or both ANTH 3930 and STAT 1000);
Year 3: ANTH 3320; GPE 3700; POLS 3250 or ANTH 3750; POLS 3270; SOC 3380 or SOC 3838 or SOC 3840 or SOC 3890.

Single Advanced Major - to reduce total program credit hours from 78 to 66; requirements to include -
Year 1: 6 credit hours from the following: HIST 1500, HIST 1370, HIST 1380, HIST 2380, HIST 2720; both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220; GPE 1700; POLS 1000;
Year 2: ANTH 2000; ECON 2540; ECON 2550; GPE 2700; SOC 2290 (or both ANTH 3930 and STAT 1000);
Year 3: ANTH 3320; GPE 3700; POLS 3250 or ANTH 3750; POLS 3270; SOC 3380 or SOC 3838 or SOC 3840 or SOC 3890;
Year 4: GPE 4700;
Years 2/3/4: in addition to the above, students must take an additional 9 credit hours from List A.

Program Notes - to add notes: suggesting electives for students in the General Major; recommending use of electives to take prerequisites for upper level required courses in Anthropology, Political Studies and Sociology.

for a net change in credit hours of +6 hours, be approved.

**Item 3k-14  History (Undergraduate Courses/Programs)**

That the proposal to delete:

- HIST 2284  Democracy and Dissent in Canada: Social Movements in the 20th Century (C)  Cr.Hrs. 3
- HIST 3120  Topics in History 2 (G)  Cr.Hrs. 3
- HIST 3770  Problems in American History 2 (A)  Cr.Hrs. 3
- HIST 3790  Studies in Canadian History 2 (C)  Cr.Hrs. 3
- HIST 4080  Issues in Modern Asian History 2: Selected Topics (M,B)  Cr.Hrs. 3

and to introduce:

- HIST 2288  History of Social Movements in Canada (C)  Cr.Hrs. 3
- HIST 2390  Early Modern Europe, 1450-1789 (D,E)  Cr.Hrs. 6
- HIST 3340  Studies in the History of Digital Culture (G)  Cr.Hrs. 3
- HIST 3574  Disease and Society in the Modern World (G,M)  Cr.Hrs. 3

and to modify

- HIST 3800  History of Winnipeg from 1870-2000 (C)  Cr.Hrs. 3

Area of historical study “R: African” renamed to “R: Africa and the Middle East.”
Single Honours - requirements to include:
Year 1: 6 credit hours in History courses numbered at the 1000 or 2000 level, or 3 credit hours in History courses numbered at the 1000 level and 3 credit hours in History courses numbered at the 2000 level;
Years 2/3: 18 credit hours in History courses numbered at the 2000 or 3000 level; 6 credit hours in History courses numbered at the 3000 level; HIST 3990; 24 credit hours in ancillary options; 6 credit hours in free options;
Year 4: 24 credit hours in History courses numbered at the 4000 level; 6 credit hours in free options;
Year 2/3/4: Honours students must choose from a minimum of three defined areas of historical study.

Double Honours - requirements to include:
Year 1: 6 credit hours in History courses numbered at the 1000 or 2000 level, or 3 credit hours in History courses numbered at the 1000 level and 3 credit hours in History courses numbered at the 2000 level;
Years 2/3: 18 credit hours in History courses numbered at the 2000 or 3000 level; HIST 3990, 6 credit hours in ancillary options; 6 credit hours in free options; 24 credit hours in other Honours field;
Year 4: 12 credit hours in History courses numbered at the 4000 level; 6 credit hours in free options; 12 credit hours in other Honours field;
Year 2/3/4: Honours students must choose from a minimum of three defined areas of historical study.

Program Notes - to clarify/add definitions of free options and ancillary options.

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

**Item 31-14  Icelandic (Undergraduate Courses/Programs)**

That the proposal to modify:
Single Honours and Double Honours - program information separated into two program charts:

Single Honours - requirements to include:
Year 1: ICEL 2200;
Year 2: ICEL 2220, ICEL 2420, ICEL 2430;
Year 3: ICEL 2310, ICEL 3400;
Year 4: ICEL 4420, ICEL 4440, ICEL 4460; 3 credit hours in Icelandic courses numbered at the 3000 level;
Years 2/3/4: 21 credit hours of courses selected from: Classics, English, French, German, History, Philosophy or Russian, to be approved by the department head; 24 credit hours of ancillary options; 12 credit hours of free options.

Double Honours - requirements to include:
Year 1: ICEL 2200;
Year 2: ICEL 2220, ICEL 2420, ICEL 2430;
Year 3: ICEL 2310, ICEL 3400;
Year 4: ICEL 4420, ICEL 4440, ICEL 4460; 3 credit hours in Icelandic courses numbered at the 3000 level;
Years 2/3/4: 3 credit hours of courses selected from: Classics, English, French, German, History, Philosophy or Russian, to be approved by the department head; 36 credit hours in second Honours field; 6 credit hours of ancillary options; 12 credit hours of free options.

Program Notes: to delete note 2 (information placed within program requirements); to add definitions of free options and ancillary options.

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

**Item 3m-14  Labour Studies (Undergraduate Courses/Programs)**

That the proposal to modify:

LABR 2100  The Political Economy of Labour  Cr.Hrs. 3
LABR 2420  Economics of the Labour Process and Labour Relations  Cr.Hrs. 3
LABR 3510  Industrial Relations  Cr.Hrs. 6

List of Electives - to include:

HIST 2288  History of Social Movements in Canada (C) (3)
and to flag as no longer offered:
ECON 3170  Introduction to Quantitative Methods in Economics (3)
ECON 3300  Canadian Economic History (6)
ECON 3510  Industrial Relations (6)
HIST 2284  Democracy and Dissent in Canada: Social Movements in the 20th Century (C) (3)

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

**Item 3n-14  Latin American Studies (Undergraduate Courses/Programs)**

That the proposal to modify:

Minor - list of courses: to flag as no longer offered:
HIST 3120  Topics in History 2 (G) (3)

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

**Item 3o-14  Medieval and Renaissance Studies (Undergraduate Courses/Programs)**

That the proposal to modify:

Program name to “Medieval and Early Modern Studies.” This change will make the program more interdisciplinary at the faculty level as well as more representative of the contemporary scholarship and notions of periodization.

Program information by formally introducing Group 1 and Group 2 course lists. Lists to include:
Group 1: History, Philosophy and Religions -
CLAS 1280  Introduction to Ancient Roman Culture (3)
CLAS 2170  Roman History: The Roman Empire, 30 BC-AD 337 (3)
CLAS 3270  The World of Late Antiquity: History and Archaeology (3)
HIST 2080  The Byzantine Empire and the Slavic World (D) (3)
HIST 2180  The History of Catholicism to 1540 (G) (3)
HIST 2930  The History of the British Isles, 412-1485 (D) (6)
HIST 3136  History of Medieval Italy, 568-1300 (D) (3)
HIST 3138  History of Medieval Italy, 1300-1500 (D) (3)
HIST 3140  Medieval Italy (D) (6)
HIST 3480  The Margins of the Middle Ages (D) (3)
HIST 3550  Popular Culture, Crime and Punishment in England, 1550-1850 (E) (3)
HIST 3880  Europe in Transition: 1348-1648 (E) (6)
HIST 4040  The Later Middle Ages (D) (6)
HIST 4050  England in the Long Eighteenth Century (E) (6)
PHIL 2780  Thomas Aquinas (3)
RLGN 2550  History of Early Christian Thought (3)
RLGN 2560  History of Medieval Christian Thought (3)
RLGN 2730  Jews and Judaism in Antiquity (3)
RLGN 2760  Rabbinic Judaism (3)
RLGN 2780  Classical Islam (3)
RLGN 3194  Islamic Philosophy (3)
RLGN 3230  Gender in Early Christianity (3)
RLGN 3824  Kabbalah (3)

Group 2: Literatures, Art and Architectural History, Music and Languages -
LATN 2800  Readings in Medieval or Renaissance Latin (3)
ENGL 2070  Literature of the Sixteenth Century (6)
ENGL 2080  Medieval Literature (6)
ENGL 3000  Chaucer (6)
ENGL 3010  Shakespeare (6)
ENGL 3020  Milton (6)
ENGL 3030  Studies in Sixteenth-Century Literature (3)
ENGL 3050  Studies in Old English (6)
ENGL 3080  Studies in Medieval Literature (3)
ENGL 3090  Studies in Seventeenth-Century Literature (3)
ENGL 3180  Studies in Renaissance Literature (3)
FREN 3500  Littérature du 17e siècle (B) (3)
SPAN 3670  Poetry and Novel of the Golden Age (3)
SPAN 3680  Drama of the Golden Age (3)
ICEL 1410  Introduction to Culture in Medieval Iceland (3)
ICEL 2310  An Introduction to Old Icelandic Language and Literature (6)
ICEL 3320  Old Norse Mythology (3)
ICEL 3330  Icelandic Sagas in Translation (3)
ICEL 3400  Old Icelandic Literature (6)
ICEL 4420  History of the Icelandic Language (3)
EVAR 3000  Pre-Modern Architectural History and Theory I (3)  
EVAR 3002  Pre-Modern Architectural History and Theory II (3)  
FAAH 1030  Introduction to Art 1A (3)  
FAAH 2060  Medieval to Early Renaissance Art and Architecture (3)  
FAAH 2070  Renaissance to Baroque Art and Architecture (3)  
FAAH 3130  Topics in Medieval Art and Architecture (3)  
FAAH 3140  Topics in Renaissance and Baroque Art and Architecture (3)  
FAAH 3280  Early Byzantine Art and Architecture (3)  
FAAH 3290  Later Byzantine Art and Architecture (3)  
MUSC 1004  Introduction to Music in History 1 (3)  
MUSC 3054  Medieval and Renaissance Music History (3)  
MUSC 3064  Baroque Music History (3)  
MUSC 3104  History of Opera 1: from Monteverdi to Mozart (3)  

General Major - to reduce total program credit hours from 36 to 30; program requirements to include -  
Year 1: 6 credit hours in Greek (GRK) or Latin (LATN) courses; HIST 2390 or HIST 2420;  
Years 2/3: 6 credit hours from Group 1 courses; 6 credit hours from Group 2 courses; 6  
credit hours from Group 1 or Group 2 courses.  

Single Advanced Major - program requirements to include -  
Year 1: 6 credit hours in Greek (GRK) or Latin (LATN) courses; HIST 2390 or HIST 2420;  
Years 2/3/4: 6 credit hours from Group 1 courses; 6 credit hours from Group 2 courses; 9  
credit hours from Group 1 or Group 2 courses; an additional 9 credit hours in Greek (GRK)  
or Latin (LATN) courses; 6 credit hours from a modern language.  

Minor (Concentration) - program requirements to include -  
Year 1: HIST 2390 or HIST 2420;  
Years 2/3: 12 credit hours to be selected from Group 1 or Group 2 courses, Greek (GRK)  
courses, or Latin (LATN) courses.  

Program Notes - to add notes: students may not use individual courses to satisfy both the  
Major and Minor (Concentration) requirements; students encouraged to complete  
introductory courses from subject areas in Group 1 and Group 2 listings in order to satisfy  
possible prerequisites in courses that may be selected in Years 2, 3 and 4; if Latin or Greek  
courses are selected to satisfy the Minor (Concentration) requirements, a minimum of 6  
credit hours must be selected from either Latin or Greek.  

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

Item 3p-14  Philosophy (Undergraduate Courses/Programs)  

That the proposal to modify:  
Single Honours - to change wording in program requirements from “outside of Philosophy”  
to “ancillary options;” to add 6 credit hours of free options to both Years 3 and 4.
Program Notes - to add definitions of ancillary options and free options.

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

Item 3q-14  Political Studies (Undergraduate Courses/Programs)

That the proposal to modify:

Single Honours - to remove note 1 from the Single Honours, and to change the requirements in Years 2, 3 and 4 as follows -

Year 2: POLS 2000, POLS 2040, POLS 2070, POLS 2510; 6 credit hours in ancillary options;
Year 3: POLS 3950; 21 credit hours in Political Studies courses numbered at the 3000 level; 6 credit hours in ancillary options;
Year 4: 18 credit hours in Political Studies courses numbered at the 4000 level; 12 credit hours in ancillary options.

Program Notes - to clarify definition of ancillary options.

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

Item 3r-14  Religion (Undergraduate Courses/Programs)

That the proposal to delete:

RLGN 2150  The Talmud (A)  Cr.Hrs. 3
RLGN 3850  Story and Storytelling: Religious Narratives in Context and Performance (C)  Cr.Hrs. 3

and to introduce:

RLGN 2070  Storytelling and Religion  Cr.Hrs. 3
RLGN 3400  Zionism: Religious Perspectives  Cr.Hrs. 3
RLGN 3810  The Talmud  Cr.Hrs. 3

and to modify:

RLGN 1120  Biblical Hebrew (A)  Cr.Hrs. 6
RLGN 1320  Introduction to World Religions (B)  Cr.Hrs. 6
RLGN 1350  The History of Eastern Christianity (A)  Cr.Hrs. 6
RLGN 1390  Readings in Biblical Hebrew 1 (A)  Cr.Hrs. 3
RLGN 1400  Readings in Biblical Hebrew 2 (A)  Cr.Hrs. 3
RLGN 1410  Death and Concepts of the Future (C)  Cr.Hrs. 3
RLGN 1420  Ethics in World Religions (C)  Cr.Hrs. 3
RLGN 1424  Religion and Sexuality (B)  Cr.Hrs. 3
RLGN 1430  Food: Religious Concepts and Practices (C)  Cr.Hrs. 3
RLGN 1440  Evil in World Religions (C)  Cr.Hrs. 3
RLGN 1450  Religion and the Media (C)  Cr.Hrs. 3
RLGN 2010  Introduction to Hinduism (B)  Cr.Hrs. 3
RLGN 2020  Introduction to Buddhism (B)  Cr.Hrs. 3
RLGN 2030  Psychology and Religion (C)  Cr.Hrs. 3
RLGN 2036 Introduction to Christianity (A)  Cr.Hrs. 3
RLGN 2040 Early Modern/Modern Christianity (A)  Cr.Hrs. 3
RLGN 2050 Modern and Contemporary Christianity (A)  Cr.Hrs. 3
RLGN 2060 Religion and Violence (C)  Cr.Hrs. 3
RLGN 2090 Issues in Science and Religion (C)  Cr.Hrs. 3
RLGN 2100 Approaches to the Qur'an (B)  Cr.Hrs. 3
RLGN 2110 Religion and Healing (C)  Cr.Hrs. 3
RLGN 2120 Problems of Faith and Reason (C)  Cr.Hrs. 3
RLGN 2130 Religion and Dance (C)  Cr.Hrs. 3
RLGN 2140 Introduction to Judaism (A)  Cr.Hrs. 3
RLGN 2160 Introduction to the Hebrew Scriptures (A)  Cr.Hrs. 3
RLGN 2170 Introduction to the New Testament (A)  Cr.Hrs. 3
RLGN 2180 Theory of Nature (C)  Cr.Hrs. 3
RLGN 2222 The Supernatural in Popular Culture (C)  Cr.Hrs. 3
RLGN 2520 Eastern Christianity in North America (A)  Cr.Hrs. 3
RLGN 2530 Eastern Christianity in the Contemporary World (A)  Cr.Hrs. 3
RLGN 2550 History of Early Christian Thought (A)  Cr.Hrs. 3
RLGN 2560 History of Medieval Christian Thought (A)  Cr.Hrs. 3
RLGN 2570 Indian Religious Art and Architecture (B)  Cr.Hrs. 3
RLGN 2590 Religion and Social Issues (C)  Cr.Hrs. 3
RLGN 2600 Critical Animal Studies: An Introduction (B)  Cr.Hrs. 3
RLGN 2680 Women and Religion 1 (C)  Cr.Hrs. 3
RLGN 2690 Women and Religion 2 (C)  Cr.Hrs. 3
RLGN 2700 Religions of China and Japan (B)  Cr.Hrs. 6
RLGN 2730 Jews and Judaism in Antiquity (A)  Cr.Hrs. 3
RLGN 2760 Rabbinic Judaism (A)  Cr.Hrs. 3
RLGN 2770 Contemporary Judaism (A)  Cr.Hrs. 3
RLGN 2780 Classical Islam (B)  Cr.Hrs. 3
RLGN 2790 Contemporary Islam (B)  Cr.Hrs. 3
RLGN 2840 The Second Vatican Council (A)  Cr.Hrs. 3
RLGN 2850 Contemporary Issues in Roman Catholicism (A)  Cr.Hrs. 3
RLGN 3100 Rituals of Death and Mourning (C)  Cr.Hrs. 3
RLGN 3110 Issues in the Study of Religion and Evil (C)  Cr.Hrs. 3
RLGN 3120 Religion and Bioethics (C)  Cr.Hrs. 3
RLGN 3130 Religion and Modern Thought (C)  Cr.Hrs. 3
RLGN 3150 Buddhism in East Asia (B)  Cr.Hrs. 3
RLGN 3160 Tibetan Religious Traditions (B)  Cr.Hrs. 3
RLGN 3170 Eastern Religions in the West (B)  Cr.Hrs. 3
RLGN 3190 Images of the Prophet Muhammad: Classical and Contemporary Perspectives (B)  Cr.Hrs. 3
RLGN 3194 Islamic Philosophy (B)  Cr.Hrs. 3
RLGN 3200 Paul and the Letters (A)  Cr.Hrs. 3
RLGN 3210 Indian Philosophy (B)  Cr.Hrs. 3
RLGN 3220 Indian Religion and Society (C)  Cr.Hrs. 3
RLGN 3230 Gender in Early Christianity (C)  Cr.Hrs. 3
RLGN 3240 Jesus and the Gospel Writings (A)  Cr.Hrs. 3
RLGN 3260 Indian Buddhism (B)  Cr.Hrs. 3
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>RLGN 3266</td>
<td>Readings in Buddhist Texts (B)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 3270</td>
<td>Guru and Disciple (B)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 3280</td>
<td>Hasidism (A)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 3280</td>
<td>Religion in the Hellenistic World (A)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 3750</td>
<td>Topics in Indian Religious Art and Architecture (B)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 3780</td>
<td>Selected New Testament Literature and Themes (A)</td>
<td>6</td>
</tr>
<tr>
<td>RLGN 3800</td>
<td>Selected Old Testament Literature and Themes (A)</td>
<td>6</td>
</tr>
<tr>
<td>RLGN 3824</td>
<td>Kabbalah (A)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 3830</td>
<td>The Bible as Story (A)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 3870</td>
<td>The Thought of Bernard Lonergan (A)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4060</td>
<td>The Yoga Tradition (B)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4080</td>
<td>Critical Theory and Religion (C)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4100</td>
<td>Advanced Studies in Buddhism (B)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4110</td>
<td>Studies in Religion and Cultural Memory (C)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4160</td>
<td>Religion and Philosophy (C)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4180</td>
<td>Advanced Studies in Islam (B)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4190</td>
<td>Advanced Studies in Hinduism (B)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4200</td>
<td>Early Christian Gnosticism (A)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4230</td>
<td>Studies in Body History (C)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4260</td>
<td>Theoretical Approaches: Western Religions (C)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4270</td>
<td>Theoretical Approaches: Eastern Religions (C)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4280</td>
<td>Advanced Studies in Christian Origins (A)</td>
<td>3</td>
</tr>
<tr>
<td>RLGN 4290</td>
<td>Advanced Studies in Mysticism (C)</td>
<td>3</td>
</tr>
</tbody>
</table>

Major restructuring of programs includes the deletion of the current three areas of study: A: Western Religious Traditions; B: World Religions; and C: Religion and Culture. Students in the General Major, Single Advanced Major, Single Honours and Double Honours programs will be required to complete courses from at least two areas of religious study: Buddhism, Christianity, Hinduism, Islam and Judaism. Additional program changes to include:

General Major - to add Years 1/2/3 requirement: within the required courses, only 12 credit hours are permitted to be numbered at the 1000 level.

Single Advanced Major - to add Years 1/2/3/4 requirement: within the required courses, only 12 credit hours are permitted to be numbered at the 1000 level.

Single Honours - Years 3/4 requirements combined to include: 12 credit hours in Religion courses numbered at the 3000 level; 18 credit hours in Religion courses numbered at the 4000 level; RLGN 4270, RLGN 4280; 12 credit hours in free options; 12 credit hours in ancillary options.

Double Honours - Years 3/4 requirements combined to include: 6 credit hours in Religion courses numbered at the 3000 level; 12 credit hours in Religion courses numbered at the 4000 level; RLGN 4270, RLGN 4280; 12 credit hours in free options; 24 credit hours in other Honours field.
Program Notes - to delete note 1; to add note identifying courses that satisfy religious areas of study:

Buddhism - RLGN 2020, RLGN 3150, RLGN 3260, RLGN 3266, RLGN 4100.
Christianity - RLGN 1350, RLGN 2036, RLGN 2040, RLGN 2050, RLGN 2170, RLGN 2520, RLGN 2530, RLGN 2550, RLGN 2560, RLGN 2840, RLGN 2850, RLGN 3200, RLGN 3230, RLGN 3240, RLGN 3780, RLGN 3870, RLGN 4200, RLGN 4280.
Hinduism - RLGN 2010, RLGN 3210, RLGN 4060, RLGN 4190.
Islam - RLGN 2100, RLGN 2780, RLGN 2790, RLGN 3190, RLGN 3194, RLGN 4180.
Judaism - RLGN 1120, RLGN 1390, RLGN 1400, RLGN 2140, RLGN 2160, RLGN 2730, RLGN 2760, RLGN 2770, RLGN 3280, RLGN 3800, RLGN 3810, RLGN 3824.

to clarify/add definitions of ancillary options and free options.

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

Item 3s-14  Ukrainian Canadian Heritage Studies (Undergraduate Courses/Programs)

That the proposal to modify:
List B and List C - to reflect changes in course titles proposed by Religion.

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

Item 3t-14  Women's and Gender Studies (Undergraduate Courses/Programs)

That the proposal to introduce:

**WOMN 2610  Gender, Transport and Social Justice**  Cr.Hrs. 3

and to modify:
Single Honours - to add 12 credit hours of free options in Years 2/3/4.

Program Notes - to clarify/add definitions of ancillary options and free options.

List A - to reflect changes in course titles proposed by German and Slavic Studies.

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

Item 4a-14  Mathematics (Other Faculty Programs)

That the proposal to modify:
General Major - requirements to include -
Year 1: MATH 1230, MATH 1232, MATH 1220, MATH 1240;
Years 2/3: 18 credit hours of 2000, 3000 and/or 4000 level Mathematics courses.

Single Advanced Major - requirements to include -
Year 1: MATH 1230, MATH 1232, MATH 1220, MATH 1240;
Year 2: MATH 2090, MATH 2080, MATH 2150;
Year 3/4: MATH 2180, MATH 2020, MATH 3470; MATH 2160 or MATH 3440; 15 credit hours from the following list of which at least 3 credit hours must be at the 3000 or 4000 level - MATH 2030, MATH 2040, MATH 2070, MATH 2140, MATH 2160, MATH 2170, or any 3000 or 4000 level Mathematics course.

Minor - requirements to include:
Years 1/2/3: MATH 1220, MATH 1230, MATH 1232; 9 credit hours from MATH 1240 and 2000 and/or 3000 level Mathematics courses.

Program Notes - to delete notes 1 and 2; to add note advising of Year 1 course substitutions.

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

GS/vw

c.c. V. Warkentin, Secretary, CPAC
1. A number of faculty and support staff members have raised concerns about the English proficiency of some international students and the adequacy of resources currently in place to assist these students in developing their English skills so that they can achieve success in their courses and get the most out of their pursuit of a degree. This past summer, I wrote a letter conveying these concerns to Susan Gottheil, Vice-Provost (Students). The hope is that the university’s administration will either raise English proficiency requirements at the admission stage or implement better institutional supports for English as and Additional Language (EAL) students. Please let me know if you would like a copy of my letter and I will be happy to send it to you.

2. We are concerned with an increasing tendency of instructors in other Faculties, such as the Faculty of Science, to schedule mid-term exams at times other than when their classes are scheduled. There are some benefits to this approach. For example, instructors will provide themselves with more time to present lectures and book larger rooms for conducting exams, which can make it easier to prevent instances of academic dishonesty. In other cases, scheduling mid-term exams in this way enables administering the same exam to multiple sections of the same course. The problem is that scheduling mid-terms outside of class time generates conflicts in students’ course schedule and their life schedule that inconvenience both students and their other course instructors. For this reason, the Dean’s Office prefers that instructors only hold mid-term exams during their course’s scheduled timeslots. We are currently reviewing current Faculty of Arts policies with the goal of addressing this issue.

3. We are hoping to complete external reviews of the following Undergraduate Review programs this academic year: Women’s and Gender Studies; French, Spanish, and Italian; Labour Studies; and Political Studies. The site visit for Women’s and Gender Studies has been scheduled for early December and our goal is to schedule the remaining three site visits this fall, following our having received the Self-Evaluation Reports for those programs.

4. On September 3rd, members of the Dean’s Office welcomed our newest cohort of direct-entry students to the Faculty of Arts as part of New Student Orientation festivities. This year, 139 students chose to pursue undergraduate studies in our Faculty upon graduating from high school, which is almost twice as many as last year.
Activity Report

Louise Renée
Associate Dean (Undergraduate Student Affairs)

September, 2014

Academic Integrity

This summer, Jason Leboe-McGowan and Lori Wilkinson invited me to observe hearings of academic dishonesty. I am working with Jason and Janet Sealey on a number of cases that will be heard this fall. We are also developing ways to make students and instructors more aware of this growing issue. I will participate in the Academic Integrity Committee which is launching an educational campaign across campus.

Out of class midterms

The Faculty of Science schedules out of class midterms in 60 to 70 courses. This creates conflicts for their own students and for students in other faculties. Janet Sealey and I met with the Associate Dean of the Faculty of Science twice to discuss our concerns. The Faculty of Science has agreed to accommodate Arts students who have a class or test at the same time as a science midterm.

TA Grader-Marker Workshop

A workshop for new TA Grader-Markers was held on September 2 from noon to 3:45 P.M. There were 50 participants and three guest panelists, Vanessa Warne (English, Film & Theatre), Alexandra Heberger (German & Slavic Studies), and Julia Gamble (Anthropology). Greg Smith welcomed the participants. Brandy Usick (Student Advocacy) spoke about academic integrity, and Kathy Block (Learning Assistance) invited international students to speak about their experiences. I presented a toolkit (courtesy of Lori Wilkinson) on the 3 Rs – rules, regulations, and resources.

According to the participants’ evaluation of the workshop, the most useful session by far was the advice that the three award-winning panelists provided. I would like to enhance this next year by inviting a few experienced TA grader-markers to the panel. I would also like to organize a workshop for new sessional instructors if department heads think that it would be useful.

Please note that many TA grader-markers weren’t sure exactly what their duties would be. We urgently request that all Heads hire their TAs before September.
Workshop for new academic administrators (Aug. 26, 2014)

Various speakers covered topics such as staff relations, research, privacy and copyright laws, and financial constraints. Dr. Jonathan Beddoes, Dean of Engineering, offered advice for department heads. He stressed the importance of collegiality and of calling people out if they’re not collegial. Collegiality does not mean ignoring or putting up with bad behaviour or laziness. Dr. Beddoes advised us to develop our own principles and shared his:

1) lead by example
2) never stop listening
3) see all sides of an issue
4) model integrity and fairness
5) admit mistakes
6) nurture, reinforce, recognize
7) don’t sugar-coat bad news

I would be willing to organize a workshop for new department heads if they think it might be useful.
REMINDEERS:

SSHRC Insight Grant Deadline 15 Oct 2014 (NOI must have been submitted)

SSHRC Connection Grant Deadline: 1 Nov 2014

SSHRC Partnership Development Grant Deadline 30 Nov 2014

NSERC Discovery Grant Deadline 1 Nov 2014 (NOI must have been submitted)

UPCOMING PRESENTATIONS:

NSERC Discovery Grants Program (Basics).
Persons interested in applying to this program are strongly encouraged to attend.

Presenters: Dr. David Lobb (Soil Science) and Andrea Craig (ORS, Research Grants Officer [NSERC]).

Thursday, 18 September 2014
9:30 – 11:30 a.m.
E3-262 EITC (Senate Chamber)
Ft. Garry Campus

***********

SSHRC Partnership Program Workshop

ORS will be hosting a SSHRC Partnership Program Workshop
Tuesday, September 23rd, Room 326 Education Building
1:30 – 3:00 pm

If you are considering an application to the SSHRC Partnership Program (Partnership Grant or Partnership Development Grant) within the next two years, please make plans to attend this workshop. It’s never too early to start planning!

Come prepared with your questions for the University of Manitoba SSHRC Grants Officer, a former SSHRC Partnership committee reviewer and a current SSHRC Partnership Grant holder.

Presentations will focus on: Program Requirements; Application Strategies and Best Practices

Please RSVP to: Dr. B.R. Hewitt, Office of Research Services; Tel: 204-474-8390; Barbara.Hewitt@umanitoba.ca

CALLS:

The Centre for Human Rights Interdisciplinary Human Rights Research Projects call for proposals
The Centre for Human Rights Research invites proposals from University of Manitoba faculty members who want to explore new collaborative interdisciplinary human rights research projects. We anticipate small grants of $500-3,000, although compelling and promising proposals could receive a larger amount. Applications will be responded to on a rolling basis until Oct. 1.
Details are available at: chrr.info/call-for-proposals
Report to Faculty Council

Greg Smith, Associate Dean of Arts (Graduate, CPAC, Space, Internationalization)

Sept 23, 2014

Space

Classroom/Study Renovations

Over the summer, a number of classrooms were renovated with technology upgrades as part of a larger renovation plan led by IST. Arts has coordinated its own renovation plans with this other project where possible and I am hopeful that more classrooms will be done over the coming 12 months. This first round of upgrades saw changes in University College and some rooms in Tier and Isbister. The work was supposed to be completed by 31 July, but the University College rooms and some of the other Tier or Isbister rooms are yet incomplete and the installation of the technology will be carried out in the coming weeks.

Also, the ‘new’ Benidickson Reading Room is very close to being reopened on the east end of 200 level Fletcher Argue. The former Benidickson Reading room—a student study room that had fallen into a sorry state—was repurposed as the IT office, but a healthy endowment from the Benidickson family to keep up the former room was used, along with a top up from the Arts Endowment Fund, to completely renovate the student space into a fresh, inviting study and reading space. The updated room has new study carrels and seating, new flooring which is easier for the caretaking staff to clean, and power for plug in and USB devices at most every seat. There is also some artwork going up and fresh paint and window coverings to improve the aesthetics of the space.

University College room 381, formerly used by retired faculty and known as ‘Geezer Hall’ has been renovated to meet the demands from instructors seeking a teaching space suitable for film screening, video presentations and other multi media use. There are now two such rooms on the 300 level of University College and may be booked for classroom or other university use.

Astra Assignments/Classroom Changes

Faculty have been asked via memo to direct all queries and concerns about classrooms to their single point of contact in the Department/Program who will then convey those pooled requests to Vicky Warkentien. Instructors should refrain from approaching Vicky directly—requests are in fact handled by the Registrar’s Office. Vicky has been doing her best to accommodate requests for room changes via the Astra program that have been approved by the Registrar’s Office. It would be particularly helpful to convey to sessional instructors in your units that not all requests can be accommodated.
Key Audit

During the summer, Sara Payette circulated a request to departments to conduct an audit of keys currently assigned to faculty, instructors and students. Heads and directors should confirm with your admin assistant that your unit has completed the audit.

Posters

City of Winnipeg Fire Regulations require that all posters be affixed only to designated poster boards. The requirements are even more specific: all bills must be posted at each corner and only one layer of paper is permitted. Bills posted to walls or doors will be removed. Poster boards will be cleared on the 1st of each month by custodial staff.

Weekend/Holiday Access/Working Alone

Staff seeking access to the Arts buildings on holidays will be required to sign in and present their staff card to a student patrol person. Arts will continue to post signs advising of the security dispatch number if the student patrol is unavailable or absent from their post.

All Faculty of Arts members should appraise themselves of the ‘Working Alone or in Isolation’ policy, especially when working evenings, weekends or holidays and ensure they have someone who knows their location and intended work schedule.

http://intranet.umanitoba.ca/faculties/arts/media/Working_Alon_or_in_Isolation_in_the_Faculty_of_Arts_-_FINAL.pdf

Curriculum/CPAC/Course and Program Issues

CPAC Issues

Course and program changes were passed at Faculty CPAC in August and will now proceed to Faculty Executive.

An updated memo from me advising of CPAC policies was sent to all CPAC representatives, and the relevant CPAC pages of the Arts intranet will also carry the new information. Deadline for receipt by Vicky Warkentin of forms requesting new course introductions, course deletions and minor changes to programs is 15 November so they may be considered at the January CPAC meeting. Please ensure that departmental CPAC reps review all submissions for accuracy and that all changes receive departmental approval before they are forwarded to CPAC. Significant changes should be discussed with the Dean’s Office staff well before formal submission deadlines.

Please note that ALL course and program changes, for both graduate and undergraduate programs, are to be first approved by the Faculty’s own CPAC committee before proceeding to Senate (for
undergraduate programs) or the FGS Academic Program Committee, then Senate (for graduate programs). Do not submit changes to graduate programs directly to the Faculty of Graduate Studies.

If your changes affect the program of study they must be approved at the summer CPAC meeting which means they must be received by Vicky for CPAC before 15 May. Simple course change/add/drops can be submitted for the January CPAC meeting.

Department Websites & Course Information

Please review your own departmental web pages to ensure that there is no duplication of centralized course or program information that may be misleading to students.

For example, it is best practice not to replicate program information charts, course lists (List A, List B, etc.) which change from year to year in the University Academic Calendar & Catalog. It is best to spell out general information and then to point students via hot link URLs to the appropriate pages of the most recent online calendar.

The failure to update departmental web pages regularly can lead to old or broken links, misinformation and problems for students.

Graduate

Grad Steps Program

FGS has initiated a new workshop series for 2014-15 called ‘Grad Steps: From Campus to Career’. Most run over the lunch hour (12-1) and free registration is required. Topics range from practical tips for researching or grant writing to career planning and post-degree opportunities.

Defence Deadlines

Graduate students seeking to graduate in February 2015 must have a successful exam or defence of their thesis before December 19. Working backward from that date is crucial to allow time to schedule all defences. In effect, it means that theses should be submitted by 1 October, (1 September for PhD theses) otherwise all of the steps to graduation will not be complete by the iron-clad deadline of 5 January 2015. Theses submitted after that date and posted to MSpace will NOT be accepted for the February graduation list sent to Senate.

Graduate Program Reviews

Graduate Program Reviews will soon be underway in Sociology and History. Departments will receive notice from FGS about timelines and procedures.
Internationalization

The International Office, in concert with the Office of the VP Research & International is currently seeking self nominations for membership in informal Research Area Groups (RAGs). Individuals are invited to self-identify their areas of regional research affiliation (national, regional, linguistic grouping, etc.) by way of an email to Suzanne Thomas in the Office of International Relations. If you can send a small cluster of names with a RAG area pre-defined, that is helpful too. Contact Suzanne.Thomas@umanitoba.ca

I am happy to organize a Travel/Study workshop again this fall to provide information to interested faculty members about how to go about offering a UofM course off campus and out of province or country.