Faculty of Arts

ARTS FACULTY COUNCIL
WEDNESDAY APRIL 13TH, 2016
306 TIER
2:30 PM TO 4:30 PM

AGENDA

1. Adoption of the Agenda for approval
2. Minutes of February 11, 2016 for approval
3. Business Arising
   3.1 Update on budget initiatives (H. Marx Wolf, E. Jones) for information
4. New Business
   4.1 Arts Faculty Council Bylaws for approval
   4.2 Arts Nominating Committee Report for approval
   4.3 Department of Religion Council Bylaws for approval
   4.4 Economics Department Council Bylaws for approval
5. Arts Standing Committee Annual Reports
   5.1 Local Discipline Committee for information
   5.2 Academic Regulations Policy Committee for information
   5.3 Academic Regulations Appeals Committee for information
   5.4 Arts Executive Committee for information
   5.5 Arts Endowment Fund for information
   5.6 Equity, Diversity and Human Rights Committee for information
6. Report of the 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. April 12, 2016
8. Adjournment

Please forward REGRETS ONLY to Janice Gripp, Secretary to Arts Faculty Council by phone at 8439 or email at janice.gripp@umanitoba.ca.
Faculty of Arts Council
February 11, 2016

Minutes


1. Adoption of the Agenda

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

2. Adoption of the Minutes

MOTION: To approve the minutes of December 8, 2015 as submitted (T. Chen)  
CARRIED

3. Business Arising

3.1 Arts Executive Committee Budget Discussions update

H. Marx Wolf noted that in response to Faculty Council’s recommendations, a brown bag meeting has been called for February 22. The aim is to collect stories from the Faculty. These stories will be developed into a document that can be used three fold:

- stories that document the effects of previous cuts will be useful to fight future cuts
- raise awareness and increase solidarity
- basis for a media statement or article in the press, etc – raise more general awareness outside the university.

She also noted that although there are other ongoing initiatives that the committee doesn’t want to distract from, it is felt that there is a global lack of awareness of the effect of budget cuts on Arts.

4. New Business

4.1 Arts Course and Program approval Committee Report

There were no questions or comments.
4.2 Support of the Master in Human Rights Program

**MOTION:** The Faculty of Arts acknowledges the interest of many of its members in the critical study and promotion of social justice issues and human rights, and supports the establishment of a Master of Human (MHR) program. 

**CARRIED**

A. Muller added that there are additional guests in attendance to answer to any questions or concerns Faculty Council may have regarding this initiative. He added that he has had several faculty members call to advise him they would be happy to open up their courses to this program. He also noted that the program will be funded with new money and this is an excellent vehicle to bring funding to the University of Manitoba.

D. Churchill had several concerns. He spoke at length regarding his concerns that the proposal places the program into the Faculty of Graduate Studies. In his opinion Graduate Studies is an administrative department, not a scholarly department. He explained that specifically Graduate Studies is responsible for the administration of graduate students across the University as a whole, rather than a Faculty of scholars, consisting of academic departments and units, who share broad disciplinary similarities in the conception and methodological approach to the creation of knowledge. He was also concerned that this is a graduate program only, with no undergraduate teaching responsibilities.

In addition he has concerns about the funding and the figures that are reflected in the proposal regarding the endowment funding of the chair. He explained that the funding for the proposed Endowed Chair could have potential shortfalls based on how the university has, in the past, based the earnings for Chairs on the book value vs the capital value of the fund. Should the Endowed Chair Fund have difficulty meeting its budgetary requirements it is unlikely the Faculty of Graduate Studies, which has no operating budget, would have the funds to cover any shortfall.

Lastly he was concerned with housing the program in St. Paul’s College within the Mauro Centre. He was concerned that the Catholic teachings of the College and the structural relationship would influence and shape the direction on the MHR program.

J. Jaron Lewis was also concerned about the critical teaching aspect and would like to know more of what is intended in that respect.

A. Muller responded by clarifying that the rector of St. Paul’s College is a non-voting member of the board of the program and would only be involved in the use of space in the college. The program is very diverse and it is hoped that the courses included in the program would have room to accommodate the maximum of 15 students in this program. A. Desmarais added that there is already an undergraduate program in Human Rights at the University of Winnipeg. She noted that having a Master program here will be the only program of its type in all of Canada. She added that the program reviewers were very positive in their support. The program will be a critical study of human rights. She also added that the physical location the program is a non-issue as the program will be spread out between several Faculties and departments. Lastly she responded that a program of this nature will probably have a continuous source of funding from donations as the program will be highly visible in the province.
A. Muller explained that having Graduate Studies as the home of the program is ideal as it is just an administrative station for the funding to be managed. He is committed to having the new hire for the program being in a department. In addition, the new hire would have a strong administrative role.

T. Chen had several concerns as well. Among her many concerns, she noted that the History Department has human rights graduate work being done within the existing program. She was also concerned that with the current financial situation, specific courses at the graduate level are being offered less often and there has been a reduction of spaces in courses that might be available. She also noted that there is no solid evidence that this program is required or needed. The University of Winnipeg graduates about twelve students per year and not all of those will take their masters.

T. Chen was also concerned that the program was based on voluntary work by faculty and that there were inaccuracies in the list of faculty members who have agreed to supervise students.

As well, T. Chen questioned the rationale of a course plus theses program, drawing attention to the longer time-to-completion. In addition, she questioned the lack of requirement or at least substantial elective choices, of course work or training offered by those with research specialization in specific regions. This appears to be at odds with a program that explicitly describes itself as global in focus and nature, while studying the specificities of localized human rights issues in different parts of the world.

A. Muller responded noting that that he did have conversations with History during the development of the program. He agreed that History does teach a lot of human rights courses and they should be applauded for that. The program will be for people who want to work in various fields and hopes that the program will be elastic enough to allow interested students to join. He also hopes this program will attract students from beyond Winnipeg.

A. Desmarais noted that all those people listed in the program to provide support and supervision to the students in the program agreed by email. She also emphasized that the committee did its very best to make itself available to discuss the program development with anyone who had ideas or concerns.

S. Jaeger agreed that history of human rights is important but obviously there are other departments that are teaching international topics and culture and have valuable courses for this program. He said the proposal is very open and multi-disciplinary. He said they would not have explicit courses for the program but hopefully there would be room in existing classes.

He does not see thesis supervision as a problem because he would think faculty members would be interested in volunteering for these kinds of graduate students. Muller added that the notion that free thesis supervision is a violation of human rights is not right. He said, as a scholar who is underused as a supervisor, he would be thrilled to have students of this calibre to supervise. He noted that there are many programs of this type in Europe and this program will probably draw students from across Canada.

Dean Taylor called for a motion to extend the conversation for another 15 minutes. E. Thomson made the motion. Carried.
The committee continued discussions, noting both the pros and cons for a new program of this nature. D. Brydon said she finds this program exciting and that it is different than anything Arts currently offers. Supervision of students was discussed with S. Joo asking that the minutes reflect that she was asked to be supervisor and she declined. Members also discussed the differences between a Masters in Arts degree when Arts has numerous human rights and social justice classes. A. Muller explained that graduate interdisciplinary programs are very isolating and time to completion is slow because students struggle to connect.

After further discussion, Dean Taylor also clarified that Arts will not be providing instructors to teach in this program. Teaching releases would have to be purchased.

5. Report of the Dean and the Associate Deans’ Reports

5.1 Report of the Dean –

Dean Taylor provided a verbal update noting that the Faculty currently has a few searches underway. There are two in Psychology, one in Philosophy, and one in Sociology. In addition searches for Department Heads in Philosophy and Native Studies are ongoing.

Dean Taylor also provided a brief update on the department of Economics. He noted that Associate Dean S. Lecce is currently the acting Head and that he and S. Lecce have been working hard to resolve the issues in the department. He is hopeful a new set of department council bylaws will be up for approval at the next meeting of Faculty Council.

He also noted he has been reappointed for a six year term which includes a one-year administrative leave.

5.2 Associate Deans’ Reports – There were no additional comments made.

6. Question Period – There were no questions submitted.

7. MOTION TO ADJOURN at 3:55 (R. Cossar) CARRIED
Faculty Council Executive Subcommittee on the Effects of Budget Cuts on the Faculty of Arts
Heidi Marx-Wolf, Religion Department
Esyllt Jones, History Department

Introduction and Background:
During a Faculty Council meeting in Fall 2015, Dean Taylor announced that we needed to be prepared for more cuts to the Faculty’s funding this coming budget year. Members of the Faculty of Arts expressed concern at this news and asked if Faculty Council Executive could explore the issue and come back to Faculty Council with some ideas about how to address the impact of ongoing annual cuts. Esyllt Jones and Heidi Marx-Wolf agreed to take responsibility for continuing the conversation in Arts on this subject. In the next Faculty Council meeting it became clear that better information was needed about how the cuts have already affected the Faculty of Arts. In order to start the process of collecting this information, Esyllt and Heidi hosted a Brown Bag Lunch Meeting early in Winter Semester 2016. The Arts Student Body Council hosted a similar meeting. Both meetings were revealing and disconcerting. Directors of programs, department chairs, administrative staff, and students also provided written statements. The results are contained in this document. We have included these statements with minimal editing. They came to us in varying forms, as emails, as letters, as reports in point form. We have tried to preserve their original format while also providing some measure of uniformity across the document.

Our aims in collecting stories about the deleterious effects of the budget cuts are as follows:
1) We hope that disseminating our stories within the Faculty of Arts will raise awareness and also create a sense of solidarity around the issue and serve as the basis of resistance to future cuts.
2) The Dean has indicated that he can use this kind of report in his discussions with Central Administration. We are hoping he will be able to make a strong case against further cuts.
3) We would like to inform a broader public about the situation in the Faculty of Arts. CBC has recently featured a number of op-ed pieces on the effects of the cuts in the sciences and on the Manitoban economy. Ours would be a powerful companion piece to these. We may also approach the Winnipeg Free Press to run an article.
4) We welcome ideas from Faculty Council on how we might further use this report. We hope we can discuss next steps at Faculty Council, at least
briefly. But members should feel free to approach either Esyllt or Heidi with suggestions at any time.

**Context:**
In 2016-17, the Faculty of Arts will face its fourth consecutive year of cuts to its core budget. The impacts of these cuts are sobering. A 4% cut to the Arts budget represents approximately $1.5 million dollars less in funding. Since budget cuts began in 2013, Arts has lost nearly $3 million per year in financial capacity, and projected cuts for the coming year will further magnify the loss.

While the University is not without financial challenges, the last several years have been a period of solid growth in the University revenues overall. Annual revenues at University of Manitoba now total $865 million dollars, up $71 million annually over the past four years.

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<tr>
<td>2013</td>
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<tr>
<td>2014</td>
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</tr>
<tr>
<td>2015</td>
<td>864,994</td>
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</table>

% change 8.9% (+70,940)

During the same period, Arts has seen $2.8 million cut from our budget, the cumulative impact of cuts beginning in 2013 of 2.08%, 1.5%, and 4% annually. In the coming year, another 4% budget cut mandated by central Administration will mean further reductions. Although the Dean’s office is attempting to mitigate cuts to our core baseline funding by negotiating individual faculty replacements, assuming a baseline budget of about 37.5 million, by this time next year our Faculty will be $4.3 million poorer per year than we would have been without austerity measures imposed by central Administration since 2013.

<table>
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<tr>
<th>Year/Period</th>
<th>Baseline Budget (in 000s)</th>
<th>Budget Cut (in 000s)</th>
<th>Budget Cut %</th>
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<tr>
<td>2013/2014</td>
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<tr>
<td>2014/2015</td>
<td>36,949,306</td>
<td>554,240</td>
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How have these cuts impacted the Faculty? Budget cuts mean we cannot replace faculty as they leave or retire. Last year's early retirement incentive hit Arts hard. We have lost 31.5 full time tenured positions in the past two years alone in Arts, and two term instructor positions. It appears that six of these positions will be 'given back' by Administration, but it has to be assumed that the coming year will see more faculty retiring, and not being replaced. As a result of the funding formula for reduced appointments, the Faculty has also lost funding for sessional positions as a result of the early retirement incentive. In previous years, monies for sessional teaching have come mostly from the savings in salary during reduced-appointments taken up by senior faculty. Now that some of these faculty members have taken the retirement incentive, we also lose the difference between their full-time and reduced appointment salary as a source of revenue for sessional course instruction. As this document illustrates, reductions in teaching faculty jeopardizes programs and course offerings, and student experience. Budget cuts also create a climate of uncertainty among the administrative staff, and increases their workload. The morale of everyone working in the Faculty has been negatively affected.

Yet, according to the University's Budget Planning Documents, the Faculties of Arts and Science deliver the most cost-efficient teaching to undergraduate students on campus. In 2014, our cost per student FTE was $7320, compared with $88,000+ in Medicine and Dentistry, $13,646 in Engineering and $16,675 in Law. The university average faculty expenditure per full time equivalent is $15,865 – more than double the cost of educating Arts students. The point of these comparisons is not to pit Faculties against each other in a climate of austerity, but rather to show that Arts has always been a highly efficient (if not starved) faculty. Where, then, is the justification in cutting the Arts budget year after year? Are we really in a position to absorb further cuts?

Arts students, especially, should be aware of these facts. 17.3% of all undergraduate students at the University Manitoba are Arts students, not including U1. Student experience defines this campus, and it matters to us as teachers, to the reputation of our University and to its impact on the community and the province. Arts has always made do with little. This affects faculty, as well – in terms of teaching loads, available support for research, and above all in terms of our ability to keep our departments healthy – to offer the courses and
programs we want to offer, to spend the time we want to spend with our students, and to keep class sizes manageable.

**Brown Bag Lunch discussion:**

The Brown Bag meeting helped to establish the broad impact of these budget reductions, and was an opportunity for individuals to describe how austerity has changed our Faculty. The impact of budget cuts upon the structure of undergraduate education in Arts has already been felt. There are fewer offerings, so there is less choice for students. Many sections are chronically maxed out, which further limits students’ choices. Contact time with teachers, whether tenured faculty or sessional instructors, is put under strain; teachers just have less time to spend with their students, as the overall teaching ratio rises. This especially hurts those students who need the most help, which damages our ability to meet our goals for equity and degree completion. But it also changes the student experience overall. The University’s response has been to create supportive programming delivered by non-faculty, which is at best a stop-gap measure. Writing tutors are no replacement for the relationship that students have with their professors.

Participants perceived profound philosophical differences between Administration and Faculty members. One professor asked: is it possible to have true dialogue where this kind of separation exists? There is a sense that Administration does not support or value the intellectual contributions of Arts; this translates into a sense that faculty no longer have any meaningful input into the future of Arts, and are merely expected to carry on.

Teaching faculty are frustrated by the erosion in the quality of their work life as professors in Arts. The University’s embrace of performance indicators was criticized as yet another form of imposed pressure to perform as researchers, despite the demands created by austerity measures. A sense of cynicism about the Administration’s intentions emerges when it is clear that faculty members and administrative staff are working very hard, often beyond what is reasonable or equitable. One colleague spoke of extensive burnout among her department members and unmanageable workloads. Those teaching ‘W’ requirement courses in English, for example, have no marking support for as many as 150 students per semester. Fewer faculty also means more extensive service loads. Although much of the conversation in our Brown Bag was about students, course offerings, and teaching, the current climate is not conducive for faculty research. It is very difficult to spend 40% of time doing research (as is our job) in this context. It is
also the case that the most conscientious faculty are sometimes conflicted about taking research leaves or teaching releases through research grants, because it can leave their programs stranded.

Overall reduction in the number of courses offered is estimated to be in the 10% range, and in certain areas, such as Medieval Studies (an interdisciplinary program), what had once been a major area of research and teaching in the Faculty has now almost disappeared. This cannot be justified by declining student interest in the Medieval period, which is enormously popular. Thousands of years of human history, culture and society are barely taught, through any disciplinary lens.

One of the frustrations felt by faculty members is that there is no space in budgetary discussions to address this sort of big-picture reality, or to talk about pedagogy and teaching choices. This extends to class sizes or types of teaching – a climate of austerity makes any conversation about how best to deliver teaching and learning almost moot.

One of the students at the Brown Bag was critical of the lack of support for Arts undergraduates, who after all form almost one-fifth of the entire student body. He questioned whether budget cuts have benefitted students in any way, and was questioned the University’s spending on advertising.

**The Effects of Budget Cuts on Students, Administrative Staff, Individual Departments and Programs in the Faculty of Arts**

**Economics:**
The most immediate problem facing the department is an inability to service the rapidly growing enrolments. Our class sizes, especially at the second and third year level, have ballooned so that many of our second and third year courses now have enrollments of 80 students. Further, this enrollment is only limited by the upper cap placed on instructors for the course. As a result, students are being denied entrance into required courses. Professors have reported having to deny as many as 30 students entrance into courses because of lack of space.

**English, Film, and Theater:**
The effect of recent budget cuts on our department and its three programs has been overwhelmingly negative. On-going cuts threaten the integrity of our programs, the measured and strategic development of our academic strengths,
and the provision of fairly distributed workloads on faculty and contract academic staff.

The most obvious effect of the cuts we’ve witnessed in the last year—and the cut we anticipate later this spring—is our inability to replace any of our retired members with full-time tenure-track faculty. In December of 2015, four faculty members (two full-time and two on reduced appointment) retired. A fifth colleague taught her final class before taking a terminal leave. With no replacements on the horizon, the effect on our draft timetable of course offerings for the 2016-17 year is worrisome. All members of the department normally teach at least 6 credit hours at the 1000 level, which is as it should be. We also strive to maintain a balance between 2000 and 3000 level courses, so that students can make their way through all of our programs (English, Film, Theatre) without delay. Offering sufficient courses at all levels, without cutting either the necessary introductory courses, or the just as critical offerings at the upper year levels of instruction, is proving more and more difficult. If we cut at the 1000 level, we cut off the flow of students. If we sacrifice courses at the second and third years, we short-change our students, denying them the essential disciplinary breadth and depth that qualifies them for Honours degrees, and that makes them competitive for graduate school both nationally and internationally. This is an impossible choice to make without compromising the quality of education we can offer our students. With a reduced complement of faculty to teach necessary program requirements, we have fewer bodies to teach at all levels of our programs and to supervise thesis students. We are also unable to take full advantage of initiatives like the new Conklin Theatre, given that one of our recent retirees was from our Theatre program. Without a replacement, two Associate Professors and one Instructor (set to retire in 5 years) are responsible for all teaching, research, dramaturgy, community engagement, and subscription development related to that new performance space. This is an example of the paradox of a new building with no one left to work in it that we are actually facing.

French, Spanish and Italian:
During a recent visit to the Department of French, Spanish and Italian, the members of the External Undergraduate Review Team were struck by the “consistently low morale” of the departmental members, despite the fact that they all appeared to be “highly motivated and strongly dedicated to their
mission.”¹ There is an overwhelming sense in the Department that the University of Manitoba is not committed to the Humanities, and that it does not recognize the importance of second and foreign language studies (in contrast, the Université de Saint-Boniface spares no expense when it comes to promoting its language programs, judging by the ubiquitous advertisements on buses, giant billboards and in newspapers).

In the last couple of years, TBA sections taught by sessional instructors, primarily at the first-year introductory level, have been eliminated, and enrollment caps in all remaining sections increased. In the case of Introductory French, only four sections were offered in September 2015 (compared to seven sections in September 2013), even though these sections have always reached maximum enrolments. The enrolment ceiling in the remaining sections was increased from 35 to 40, which has created a space issue in the language lab, since it cannot accommodate that many students at one time (the same is true of Italian), and which has proven to be a disservice to students, for they now receive less individual attention from their instructors. Each year during the initial registration period numerous students who wish to study French, one of Canada’s two official languages, have to be turned away; the Head and the Associate Head can only respond to their complaints by telling them to “keep their fingers crossed” and hope that someone will drop out during the registration change period (a frustrating situation compounded by the Registrar’s Office’s failure to invest in the waiting list option which is available through Aurora and which has been in use for some time at several other Canadian Universities). Similar complaints arise from a lack of space in Introductory Italian, which saw its number of course sections reduced from two to one a few years ago. To make matters even worse, in 2015-2016 enrolment ceilings of intermediate French (FREN 1200 and FREN 1190) were raised from 25 to 35 and 40. (In the current round of budgetary discussions, the Department is attempting to reinstate the previous enrolment ceilings of Introductory and Intermediate French courses in 2016-2017 to 35 and 30).

My colleagues and I wholeheartedly agree with the comments about French on p. 3 of the FSI Undergraduate Review Report, some of which apply even more to Spanish and Italian, which do not benefit from robust programs at the secondary-school level (Core French and French Immersion): “Introductory

¹ “French, Spanish & Italian Undergraduate Review Report”, submitted by Dr. Vittorio Frigerio (Dalhousie University), Dr. Larry Steele (Mount Saint Vincent University) and Dr. Erik Thomson (History Department, University of Manitoba), November 2015, p. 1.
French classes are a popular choice amongst students. All introductory classes offered are regularly filled. [...] More introductory level classes would also mean more French Majors and higher enrollment at the 3rd and 4th-year levels. [...] In our experience, the norm at most universities is for second-language classes to have an absolute cap of 25 students in order to permit proper interaction between professor and students. Anything over that number causes the quality of learning to decline rapidly. A ceiling of 40 students is much higher than warranted.” (emphasis added)

The budget cuts of the last few years have created a Catch-22 situation: the Department has had to cut normally high enrolment sections. The ensuing lower enrolments (translating into fewer student credit hours) have significantly and dramatically reduced our chances of obtaining any new positions. For Italian, this means delivering its programs (a Minor, a General Major and an Advanced Major in Italian Studies) with only one full-time language instructor. With only one section of Introductory Italian, the program cannot be expected to attract more students. One of the stated goals of the Cassamarca Foundation’s endowment to subsidize Italian Studies at the University of Manitoba was to help create the conditions for a position at the professorial ranks. However, all the endowment has managed to do is help stave off program elimination – for now. The Spanish section, with three full-time faculty members, has been valiant in its attempts to maintain a healthy selection of course offerings each year, despite decreased funding for TBA sections. However, there is increasing pressure on Spanish to “reevaluate” the way it delivers its programs (in other words, it must simplify program requirements so that fewer courses need to be offered each year). In 2016-2017, Spanish professors may very well have to switch from teaching higher to lower level courses – the program will not survive further reductions at the first-year level.

To summarize, one program, Italian, is in serious jeopardy; another program, Spanish, stands to be seriously weakened following the current round of budgetary discussions, and French will be seriously impacted by two retirements in 2017 (which will reduce the number of full-time faculty members in French from eight to six – resulting in a total loss of seven positions in the last twenty years).

**German and Slavic Studies**

Obviously the budget cuts since 2013 have hit almost all Departments in massive form; the case for a Department with four fairly small language and culture programs (Majors in German, Russian, Ukrainian, Honours in German, only
Minor in Polish, and small M.A.s taught on overload in German and in Slavic Studies) is unique though in terms of specific problems emerging from the cuts.

In summer 2012 the Department lost its third professor position in German, the Department’s largest and most highly successful program. Because 2012-13 presented the last period of extensive hiring in the Faculty of Arts, the position is now at risk of disappearing. The German program has grown over the last decade and has over the last four years continuously boasted record numbers in enrollments, honours, majors, minors, and graduating students (one of the remaining two professors is the department head), but a collapse of this success is only a matter of time if the program is basically run with the teaching of 1.5 professors. The advising duties on the three full-time members (including one language instructor) have grown considerably, meaning that in the end there is less focus on individual students, and overall course options have been further reduced.

The success of the program depends entirely on the extra efforts of the three full-time members in directed studies courses (earned teaching reductions can often not be taken) and other advising and extra-curricular/outreach initiatives. This has created a high workload that cannot maintained in the long-run without exploiting faculty. Generally, in all programs the work climate has deteriorated because of how difficult it has become to maintain successful programs and quality education. Since literature and culture classes, the backbone of the major and honours programs, are taught to a substantial degree by four-month super sessional instructors (one per year), often without major teaching experience who must be hired from out of province, students are denied any continuity and to an extent quality in their instruction.

From the student perspective, options in language and culture courses in all programs, which were at the bare minimum before, are now non-existent. For example, in Russian and Ukrainian we cannot fully guarantee anymore to students that the third-year language classes, required and pedagogically needed for a major, can be offered annually. In German, students are restricted to two possible advisors for their honors thesis (depending on leaves, sometimes, there is no choice at all). Any leave in a program creates a wasteland where continuous instruction once existed.

It might be time – following current interdisciplinary teaching and research trends – that disciplines develop more proposals for joint positions, but the result of the budget cuts destroys any possibility for creative thinking about how the
traditional arts disciplines can move forward and react to new developments in their fields.

Finally, as particularly the Polish case demonstrates (outlined in detail below) and a looming retirement in Ukrainian indicates, random losses of positions are particularly challenging for small programs that are more vulnerable and could simply disappear if the Faculty of Arts does not have the financial flexibility to discuss the value of these small programs for an Arts education. One random position loss can place at risk a highly successful program and destroy the work of decades. Any further reduction of sessional teaching might also reduce by default the unit’s ability to offer its major programs and its German honours program.

**History Department:**

Staffing decreases:

As of July 1, 2016 the department will be 22FCE. 10 years ago, full-time faculty members numbered 25 plus two full-time instructors. As of July 1, 2016 the number will be 24 faculty members, 2 of whom are on reduced appointments, and no term instructors. This is an historic low. The only other time the Department was at a number close to this level was 1998-1999 (24.6FTE), following a number of retirements in response to a retirement incentive package. A period of renewal through regular hiring followed in the early 2000s. In contrast, the Faculty and University are projecting minimal hires in the coming years as the Faculty is meeting budget cuts by not replacing tenured faculty upon retirement. Both term instructors indicated that changes to teaching policy guidelines and increased workload was a factor in their decisions to request additional terms (they perceived the changes as part of the budget cuts and a way to get more out of existing members). The impact on the department is fewer sections of specific intro courses, as well as not being able to offer 2 very popular courses that were only taught by one of the term instructors (Byzantine History, History of Christmas). The lack of replacements means that we have no history of Russia/Soviet Union/Eastern Europe (all other U15 have one); and only 1 Asian Historian (U15 average is 3 Asianists in a History department, with regional and temporal coverage). The decrease in Department members negatively impacts our ability to offer a comprehensive set of courses appropriate to Department objectives, decreases research and outreach capacity of the unit, as well as increases the service demands on Department members.

Undergraduate Experience:
Overall, from 2013-2014 to 2015-2016, the Department reduced the number of full-course equivalents (FCEs) by 24%. As a result, while the number of undergraduate student credit hours taught by the Department is decreasing, the ratio of students per FCE (i.e. how many student on average are in a course) has increased and is up almost 17% since 2013 (from 24.4 to 28.5 students/FCE). This number is close to the average from 2005 to 2012. We cannot meet student demand in specific courses, namely Asian Civilization (because of un-replaced retirements and loss of term instructors, continued/expanding student demand, and the reduction of sessional positions across all sections). We are also concerned that Western Civilization will also not have enough sections in coming year(s).

Honours/Graduate Experience:
There are reduced options and less diversity in courses offered at the 4000-level for seminar options. Although in this case, the decreased demand for the Pre-MA program has meant that student demand is met in numeric terms.

Department member concerns:
Department members regularly express frustration to the Department head that they do not have adequate time in larger classes to establish desired faculty-student interactions and relationships that will allow them to teach in the ways they know work best. The student service model (students as clients who access additional services outside the classroom) is a source of frustration because it is felt that a better investment would be in smaller classes that allow faculty to provide the one-to-one instruction and contact that will further student success as necessary for a particular class.

Other concerns:
The Department has proposed term positions for areas in need but where local sessionals are not available. Budget cuts have been cited as the reason why these cannot be considered (Asian area). This is a concern because we can't meet demand for students and also there is a large imbalance in the University between recruiting international students from Asia, and investing in teaching/research on Asia as a region studied from the perspective of the humanities and social sciences (rather than projects taking place in Asia). The Department has piloted a number of projects to increase student success, particularly in intro level (1000 and 2000 level) courses and in the development of writing skills. We feel we have a good sense which ones are best suited to specific courses but there are not sufficient funds (or not funds predictably available for long-term planning and expansion beyond our pilot program).
Icelandic Department:
The recent budget cuts in the Faculty of Arts have caused consternation and concern throughout the faculty, but perhaps most especially in the smaller departments. Losing one or two academics in a department with 20-30 positions is challenging and stressful, but to lose one or two academics in a department with just 5 or 6 is devastating. In the case of the Icelandic department, we lost one of only two academic positions, and the position lost was the tenure track full professorship and chair of Icelandic and Icelandic-Canadian studies, a situation I can only describe as catastrophic.

The department has existed since 1951, when it was established based on endowments gifts from the North-American descendants of Icelandic immigrants who came to Canada in the late 19th and early 20th centuries. This gift to the university was the culmination of 75 years of struggle for the Icelanders to gain some kind of recognition and status in Manitoba. When they arrived beginning in 1876 they were universally viewed as the dregs of society, but by the end of the Second World War they had succeeded in improving their reputation and felt the establishment of a department focused on Icelandic studies was the best way to demonstrate the acceptance they had achieved. Scholars came from Iceland to research and teach in the department, and gradually the department grew until in the mid-1980s a second position was added for a full-time language instructor.

I personally have a long history with the department of Icelandic language and literature. I began my university career here as an undergraduate in 1989. At that time, Dr. Kirsten Wolé had just taken over from Haraldur Bessason as department head and chair of Icelandic studies after his 31 year tenure and Hulda Karen Danielsdóttir was the full-time language instructor. Soon after I began my studies, the university received additional funding from the government of Canada's multiculturalism fund to add Icelandic-Canadian studies to the chair’s portfolio, broadening the scope of the chair’s research and the course offerings within the department.

Both of these gifts to the university, from the Icelandic-Canadian community and the Canadian government, came with a commitment from the university to support continued research and education in Icelandic and Icelandic-Canadian studies. Over the 27 years that I have been connected with the department, I’ve seen the publication of numerous books about Icelandic-Canadian topics, the addition of courses about Icelandic-Canadian culture and literature, and a
blossoming relationship with the University of Iceland and several other institutions around the world.

Around the turn of the millennium the university received another significant gift, this time from the government of Iceland, which paid for the construction of the new Icelandic reading room on the third floor of Dafoe Library. When I was an undergraduate, the Icelandic collection was just a series of standard library stacks with a desk or two for the librarian. Today we have a beautiful reading room with a small gallery that has both serves the student body, and provides a venue for countless university publicity photo shoots. Unfortunately those photo shoots often occur at the expense of students who wish to study in the reading room. I've heard numerous stories of students being asked to clear out of the reading room on weekdays so that the space can be used for publicity rather than scholarship.

Shortly after the creation of the new Icelandic collection, the U of M set up a bi-annual partnership conference with the University of Iceland. This conference, which is intended alternate between Iceland and Manitoba, has provided opportunities for relationship development and shared scholarship for many academics from both countries.

When I joined the department as language instructor in 2009, the department had reached what seems in hindsight to have been its zenith. We had 6 graduate students working on MA degrees in Icelandic, more than had ever been registered at the same time, and possibly more than the total of all MA students in the history of the department. The department was a vibrant, engaging place, with our graduate students involved in varying research topics from Icelandic sagas to modern Icelandic art and music and one in particular focused on the writings of one of the “poets laureate” of New Iceland.

During the winter of 2011-12 the department underwent a graduate program review. The resulting report was glowing and recommended that the next logical step was to add a second professorship to the department in order to expand the department’s course offerings, increase the research output, and eventually begin offering doctoral degrees. Unfortunately, this was the time during which funding began to be slashed for academic appointments and the idea of expanding the Icelandic department was flat out refused. There was to be no growth beyond what we had achieved to that point.
The situation soon turned even more desperate as the head and chair of the department at the time, Birna Bjarnadóttir, faced with such implacable refusal, decided to leave her position and pursue other opportunities in Iceland and Europe. Because the budget cuts were still on-going, no attempt was made to fill her position. We have been able to get by this winter by using the departmental funds (which were originally intended to fund the chair in Icelandic and Icelandic-Canadian studies) to pay for sessional instructors, but at the time of this writing there aren’t any plans to search for a new professor for the chair.

What has been the effect of this departure and reduction in the full-time faculty of the department?

First off all, it means we are just barely able to offer a full set of courses in each calendar year. This year we were able to offer 30 credit hours (12 taught by sessionals and 18 taught by me, the full-time language instructor). Next year the course offerings will be reduced further, as the department is scheduled for an undergraduate program review in the winter 2017 term. The timing of that review couldn’t be less desirable, since we’ll be looking at a severely limited and impoverished faculty and set of courses. Which likely means we’ll come out of the review with very poor results due to factors beyond our control; results that will affect the future of the department in every way.

The sessionals we have hired are both PhD candidates and have proven to be very good instructors, but they do not bring the experience and qualifications of an established professor. Birna’s expertise in literature and culture has been lost, so the courses available to us are far fewer than they were in previous years. Therefore the courses available at the undergraduate level are much less varied, students have less choice about the topics they study, and the opportunity for tailoring their studies has been reduced greatly.

Our popular Icelandic Field School held in the summer is on hold indefinitely as well, and the loss of that unique guided exposure to Icelandic language and culture will be felt most keenly in the future. It served both as a carrot to attract students from across the university and across North America, and as a chance for immersion in Icelandic language and culture that cannot be duplicated in any standard course offering.

We have had to close admissions to our graduate program. Instead of looking forward to expanding into doctoral studies, we have taken a major step back and cannot even offer MA programs to new applicants. We can no longer pride
ourselves on the original research they bring, and we cannot continue to guide students on their first steps into academic life.

The duties of acting department head have fallen to me, in addition to my teaching load. It should be pointed out that we already had trouble fulfilling all the service obligations before Birna's departure, as every department must participate in university committees such as CPAC, the department heads' council, faculty council, graduate council, outreach activities like Evening of Excellence and Information Days, etc. In addition to the university service, the very large and active Icelandic community in Winnipeg, Manitoba, Canada, and in fact across North America means we are frequently called on to provide expertise, support, and simply presence at a number of cultural events and boards. All this service is now the responsibility of one individual. Despite promises being made about the teaching load and relief for serving as acting head when I accepted the position, the most recent parameters from administration are pushing me to teach more credit hours per year with a lower reduction allowance for the acting head service. The reasoning that a small department equals less service for the department head is patently false, but that is being used as a point of leverage to demand more work for less.

Finally, the department is no longer able to produce any original research on Icelandic and Icelandic-Canadian topics. My own position as instructor does not include any allowance for research and the lack of a professorship in the department means none is happening currently. I had hoped when I took the instructor position to use that opportunity to continue with my graduate work, but that will have to be placed on hold for the time being. Birna regularly wrote scholarly articles, produced original creative writings and organized conferences and visits by Icelandic scholars and artists of every stripe. We will continue to do what we can, but for the time being any new publications are off the table.

For me, this has proved a very difficult year. The workload has at times been overwhelming and that doesn't look to be changing anytime soon. I've been juggling the duties of instructor, department head, and new father and in order to strike a balance some things have simply not been possible. I feel at times like I could work non-stop everyday and still not get caught up. I've tried burning the candle at both ends: teaching classes before noon, dealing with administration after noon, rushing home to spend time with my son before his bedtime and then sitting up late into the night to do additional marking, prep and administrative work. I've been sick on several occasions this school year, and have had to give up most of my extracurricular music activities, or at least give them less attention
than they deserve. I'd like to find ways to help the department grow again, but as the demands of day-to-day workings in the department increase, they occupy all my time and efforts. I fear that I have seen the department reach its highest achievements and will now be faced with having the legacy of being the (acting) department head that oversaw its demise. The emotional burden of that weighs heavily on me every day. I'm astonished that the administration cannot see the value in uniqueness and insists on trying to emulate what every other university has to offer. There are no other departments exclusively focused on Icelandic studies anywhere in the world other than Iceland and I fear this flickering flame will soon be snuffed out due to lack of sufficient appreciation of its value and support for its work from the upper echelons of university administration.

**Labour Studies:**
Because the program has only two full-time faculty members, Labour Studies is barely sustainable. We depend on soft money for instructors to deliver our program. Two instructors can deliver a maximum of 24 credit hours of courses every year (3 credit hours is taken out of the teaching schedule to the coordinator). We need to provide a minimum of 48 credit hours per year to enable students in the major programs (3-year and 4-year) to complete their programs in the normal number of years. Fully half our program, in other words, depends on soft money. None of this is guaranteed, not even replacement for faculty on leave. In the past, we could expect to get at least some of this soft money from Arts. Increasingly, we don't even bother asking. Half of our courses, usually more than half, counting the summer offerings, are provided for by Extended Education. This makes sense as well because, since the likelihood of getting Arts funding is so small, and since the budget is now determined so late in the spring, we need to confirm our Extended Ed course requests long before we get an answer from Arts. It just makes no sense to wait and see if we'll be able to continue to offer our program until it's too late to get courses posted on Aurora in a timely way.

Labour Studies provides Arts with a program that meets the UM's goals, identified in the strategic plan, for community outreach, at budget prices. We have a bare-bones departmental budget and our staffing costs are for two faculty positions and some tiny fraction of one OA position, as well as their one concession to us, a 5 hour per week TA position (soft money, of course). The year this fragile arrangement fails and Labour Studies can't offer students enough courses to complete, the program folds. So we are really perpetually hanging by a thread.
Native Studies

Although we applaud the University’s stated commitment to indigenization as a Strategic Pillar, the Department of Native Studies is facing serious challenges. The department will receive support for the hiring of a new department head this year. However, the department has lost nearly half of its faculty members in recent years due to retirements, secondments, departures, and the death of our former head last year. This means that there are insufficient numbers of faculty to address the teaching needs in the department at all levels.

Class sizes are increasing by as much as 50%. The department’s introductory level courses have become required for entry into faculties such as medicine, social work, nursing, and education, but the number of teaching faculty in the department has not increased. This has meant reducing second and third year course offerings, in order to be able to meet introductory level demands. Graduate students have been turned away because courses are not available. The department is on the brink of cutting its courses in indigenous languages.

Native Studies is being turned into a service department for professional faculties. The University’s strategic priority on indigenous achievement should be resulting in greater support for indigenous academics in our department.

Philosophy Department:

The budget cuts have affected the philosophy department deeply. We are down four department members from last year (two to retirements and two to resignations). We desperately need another hire in order to be able to teach some of our core courses. Right now we have a number of core courses taught by instructors who are paid by the course, and we cannot count on getting the funding to hire them, nor can we count on them to remain free to teach our courses. They don’t get paid well enough and are not notified soon enough to be motivated to promise to teach those courses for us. We are thus left in a state of uncertainty about some of our core courses, and have to make up timetables before we get the relevant economic information we need.

We’ve been asked to cut down on the number and type of courses that we offer. So not only is our core in trouble, our diversity of course offerings is in trouble. These courses often attract non-majors and non-minors. Non-majors and non-minors who take our courses sometimes continue taking courses from us, and some eventually major in our program. So a pipeline to our program is being cut off.
Funding cuts also makes it even more difficult to retain faculty members who are inclined to leave. As I already mentioned, we just lost two faculty members to resignations. I can't say for sure what would have induced them to stay, but better support certainly couldn't hurt. I do not think I'm being too dramatic when I say that morale has been significantly influenced by both the budget cuts and the way in which these cuts are communicated. This matters. Most people who go into philosophy as a career do so because they love the discipline and are attracted to the types of jobs academia offers. Now that we are making these jobs substantially less attractive, there will be less motivation to pursue philosophy as a career. There's a high cost to pursuing graduate degrees. It costs money directly, and also indirectly by keeping people out of the job market until a later age. It also has personal costs as well because graduate students have to be prepared to move, often frequently, in order to pursue their careers. If there isn't even a hint of a prize at the end of all the economic and personal sacrifices, then there seems to be little motivation for students to pursue graduate degrees.

We are also affected by cuts to support staff. In our case, we haven't lost any support staff, but their job descriptions have increased exponentially. That leaves them with less time to support us, and they are absolutely essential to running our programs. For one quick example, we went through a graduate review process a few years ago which ended up requiring volunteer work on the part of the Grad chair and the Grad Admin. Assist. just to get it done. I'm not exaggerating when I say that there were tears and exhaustion involved in the process. We simply did not have the staff and support from administration necessary to get the job done.

**Psychology Department:**

As a result of the budget cuts, Psychology has not been able to hire new faculty to replace those retiring, especially from basic science areas of psychology. These areas include brain and cognitive sciences, social and personality psychology, developmental psychology, and quantitative methods.

Our FTE Academic staff have declined by at least 15% over the past 7 years, to about 30 FTE. New numbers are coming soon for this year, but I expect they will be the lowest numbers on record since we first got over 30 FTE, in 1968. We also have 1 staff member working full time in our general office, which used to support 2-3.

No similar decline has occurred in undergraduate teaching, honours thesis supervision, or graduate teaching and supervision performed by the
department. In all categories, Psychology is the largest or among the largest departments at U of M.

We are experiencing these changes in several ways: (a) increased faculty workload, (b) a shift in the balance of the department’s activities toward professional and away from academic issues and contributions, (c) reduced faculty contact for most undergraduates, (d) delivery of more of the undergraduate program by sessional instructors, and (e) difficulty filling major service roles in the department (head, associate heads, director of clinical training, chairs of major committees, REB membership).

Points (b) – (e) are all related to the fact that the faculty positions we have been able to fill in recent years are largely dedicated to graduate training. They do not have as much responsibility for the undergraduate program as the positions we have lost.

**Polish Program:**
The Polish courses at the University of Manitoba had been taught on a sessional appointment from 2001 to 2010. This appointment was financed partially by the Polish Studies Endowment Fund. However, the Fund allowed for only two full courses per academic year (18 credits). In response to growing interest in the Polish courses, the Canadian Polish community in Winnipeg, in cooperation with the government of the Republic of Poland, negotiated a further funding agreement with the University of Manitoba and the Faculty of Arts. According to this agreement the Semper Polonia Foundation provided $150,000 dollars over a 5-year period to support a full time faculty term position. The University of Manitoba agreed to take over the funding of this position after this period.

At the end of the 5-year term, the Polish Program was evaluated and the results (available at the Faculty of Arts) were exceptional. The term position in the Polish Program, introduced in 2010, has had a great effect on the current success of the Polish program, as well as on its further potential for growth. The introduction of the full-time term position in 2010 led to an increase in program visibility, an improved student experience, an increase in the variety and quality of curriculum and teaching, jump-started the development of a new exchange program, and intensified community collaboration. The highly increased number of elected Polish Minors and the increase in overall student enrollment, can be seen as a direct effect of having a full-time position.
The effectiveness of the funding, time and effort contributed by all parties – the community, the Polish Foundation, the Department of German and Slavic Studies and the Faculty of Arts - would seem to have guaranteed that the University of Manitoba would uphold its part of the 2010 agreement and take over the funding of the full-time continuing instructor position. Instead, the University has proposed, due to budget restrictions, a return to the previous sessional appointment.

The current University budget cuts affect small, prospering programs to a significant degree. The example given above, shows how strong community support and a new Faculty initiative can serve the University to develop and grow the Polish Program. The Canadian Polish community in Winnipeg continues to fundraise for the Polish Studies Endowment Fund and secure continuous and new course offerings. In 2015 a total of $54,000 was donated and to date, an additional $30,000 was donated in 2016.

There is only one faculty member teaching the Polish language and culture courses, a summer study-abroad course, as well as coordinating the Polish Program. This staff member also has personally taken part in all of the outreach activities within the University as well as the community. Further, professional development and applied research has been done during regular work hours. Decreasing the appointment to a sessional instructor will jeopardize all of the successful work that has been done in the past 6 years. It will threaten the course offering within the Program, directly affecting the possibility for students to be able to complete a Polish Minor within a 3-year Bachelor Degree.

Most importantly, the University’s decision to return the Polish Program to a sessional instructor will negatively affect the morale of many volunteers who have worked tirelessly over the decades on fundraising activities.

Reneging on the agreement signed in 2010 with the Semper Polonia Foundation will negatively impact the community support that has spanned several decades and the goodwill that has taken years to develop to the current level of trust and respect.

**Religion:**
The Religion Department has been affected by the budget cuts in ways very similar to many other small departments in Arts. We have been unable to hire for the past four years. We have been asking for a position in East Asian Religions, a significant lacuna in our World Religions program, for a decade now. Like many departments, we are unable to offer as many courses as we have in the past and
fewer sections of some. Overall, we have seen our numbers decline as a result of the latter, because although the enrollment limits are set higher in existing sections, students can’t always take courses at the times we offer them. Higher enrollments in individual classes also means that faculty are less able to meet the individual needs of students. Although the university has tried to remedy some of these problems with support for other services on campus, we regularly hear complaints that the Writing Tutor Program, for instance, fails to provide the kind of discipline specific support that students require. Additionally, we have less money for grader/marker positions and sessionals. And our course offerings at the 4000 level are severely limited. This means that it is difficult for our honours and Master’s students to put together cohesive programs that allow them to specialize in a sub-field of Religious Studies. The consequences of this are that we have to do more “shadow work” to prepare our students for further graduate work. Furthermore, we have no support for our graduate programs. All of our MA/PhD course work “piggy backs” on our 4000 level courses or is supplemented by overload reading courses (for which our faculty get no credit toward leaves). The lack of funding available for our graduate programs was noted in a recent external review. In all other respects, the review was glowing, but it emphasized how difficult it is for our programs to compete with other research universities for graduate students without sufficient institutional support. Finally, we our wonderful administrative assistants are increasingly overworked and overwhelmed, seeing as we share one full time and one part time administrative assistant with German/Slavic and Judaic Studies.

Sociology:
The main impact has been in the area of replacements and new hires. Sociology was very fortunate to receive a position this year, which was a replacement for a probationary position that was vacated several years ago. Because our previous hire departed at the beginning of the budget cuts, the Dean’s office was unable to follow the usual practice of refilling the probationary position. This made it very difficult to fully staff our criminology program over the last few years. We were able to finally re-fill the probationary position this year, though we had to narrow our search to an Indigenous socio-legal studies/criminology focus to fit with the University’s current strategic priorities. But there are other areas where we could really use a new hire and do not feel optimistic that we will receive one anytime soon. The departure of Chris Powell, who offered several of our required theory courses, has left us with a hole in the area of theory, and we sometimes have to scramble to ensure that the various core theory requirements are offered.
We have managed to timetable courses required for our programs, but have felt severely restrained in our ability to offer elective courses or as many graduate seminars as we would like. Undergraduate students are required to complete a specific number of elective credit hours, depending on which program stream they are in, and they have less choice available to them under current budgetary restraints. We have also had to limit the number of Intro Sociology seminars we offer and have faced pressures to increase the sizes of Intro Sociology sections.

A message we have received in recent graduate program reviews is that our department lacks the graduate funding required to compete for top students for our program. We also worry about making opportunities available to our regular sessional instructors who have supported our department for many years. As well, we have reduced the number of credit hours of advising time we offer. In the past, we had two advisors available to assist students with planning their Sociology program.

**Women’s and Gender Studies Program:**
In 1997 Women’s Studies had 4.3 FT faculty delivering the undergraduate program. Twenty years on we have 3.8 FT faculty. In the interim the Women’s and Gender Studies program has experienced growth in student enrollments such that we now teach more than 1000 students every year in our 1000-level courses, writing-intensive (W) courses.

While all Arts units have suffered cuts, small programs are particularly vulnerable to the delays between retirements and departures and the possibility of replacements. We have been awarded a CRC Tier 2 position to recruit this year; this is good news for our program. Other Arts units are also in need of new faculty who bring essential research programs and fresh scholarship to the University community.

Our core faculty members have committed to teaching 1000-level courses each year, but that still leaves a large numbers of sections to sessional appointees on a course-by-course basis. Financially it means we are running the program on the backs of our sessional instructors and the resources that flow from Extended Education, now taxed at 5x the rate of the projected budget cuts. This is not our finest hour for ‘employment equity’.

**Student Reports:**
Tanjit Nagra
Senior Stick, Faculty of Arts
Through my year as the Senior Stick of the Faculty of Arts, I had the opportunity to meet several students within the faculty, from different fields of discipline, and all different walks of life.

I believe that it is safe to say that the Faculty of Arts is one of the most diverse faculties, in addition to being one of the largest student bodies at the University of Manitoba; the Faculty of Arts is a place where many students find their niche.

On February 12, 2016 the Arts Student Body Council (ASBC) hosted a formal budget consultation for students to hear their thoughts on the university’s budget, and how they felt about their academic year. Now, as a student that prefers taking online courses – due to the flexibility that they provide – I was oblivious to many of the concerns that my peers brought to my attention until I tried registering for the Spring/Summer 2016 Session. For quite some time I was under the impression that only small departments within the faculty were getting cuts, my initial thought was proven wrong when I attempted to enroll in any Political Studies course that was not introductory.

Due to professors taking early retirements over the past couple years, and the wariness of hiring sessional instructors, students have noted that there is less variety amongst the courses available; students want to learn more perspectives, but do not have the option, this makes it more difficult for prospective graduate students. Moreover, our current professors are being overworked which leads to students receiving very little feedback on assignments, simply getting an unjustified grade does not help a student learn from their mistakes – it just leads to unfair grading.

Students also raised concerns about the shift towards using video lectures; many do not understand why we pay tuition to watch a screen; it is then tough to build emotional connections with professors – which adds to the overall learning process and student experience.

Moving forward, the consensus in the room and the call to action(s) from our student run budget consultation was that moving forward, we, the students, would like to see more communication and consultation from the university so that we can help improve the quality of education at the University of Manitoba.

Student email:
My name is Marcy Neumeier and I am currently a distance education student in this faculty since the fall of 2012. As a BAIS student, at the beginning of my enrolment I had a wide variety of classes available to me by Distance Learning. I felt that I could attain all my educational goals at the University of Manitoba through Distance Learning and complete the degree that was exactly what I was looking for in my career while managing a young family and working full time. The experiences at this time were extremely positive.

Since about 2014, I have noticed that classes I was anticipating taking were no longer available. The number of classes that I can take to obtain my degree have diminished substantially. The variety was gone and at present I am anticipating that I will have to go to another university to finish my degree as the 3000 level classes and the types of classes that I would like to take are no longer available. This means I must find the classes I need at another university and obtain the proper permission to gain credit for these future classes. I do not have the luxury of choosing which classes meet my degree requirements as I am lucky if there is even one class a semester to chose from at the University of Manitoba. Part of the reason I chose this university and this program was due to all the options, no matter where I found my education took me. I was also glad because I became familiar with the websites, the library and how to contact faculty members all on one website and not having to learn a new website from another university. Not all other university's websites are as user friendly.

At present, I have 6 classes left to obtain my degree. One class is continually a 25 seat class which is a requirement of my degree and I have yet to be able to gain access to this class. It is also not available every semester despite its mandatory requirement. This is the Leadership class. I also need to complete a math. I am happy to see there is a math preparation class available on Distance Education. However, the math class I would like to take is also and has never been available. As for 3000 level classes, they are extremely rare and so far and few between that I am lucky if I happen to have a pre-requisite to get into the class. Then this 3000 level class is really something that I am not interested in taking. How do I complete my degree at the school I have enjoyed and has until now given me all the options? Another reason I chose this school was because of this program, but I can't complete this program at my own university!

Since I began this degree, I have become a single mother on top of all of this and I am able to maintain my schooling while still working full time. I have been extremely limited in my educational needs that were once available. I have always been happy with the distance education formats, websites and access
through this school. I feel that this university has great strength in this area. The weakness is that the cut backs have taken away my likelihood of finishing all my classes at this school. I would much rather prefer to give my money to the University of Manitoba, but at this point, I see no choice but to take the harder road and begin looking elsewhere for the final classes I need. I do not find this easy. It is stressful and time consuming and as you can tell, every moment I have is dedicated to my kids, work, and school. There is very little time for anything else and because I work during the day, my abilities to contact the university during day time hours is extremely limited.

Please retain and expand the funding to bring some of this back! Advertise more about the benefits of distance education and the BAIS degree. There is nothing more you can cut back without sending myself and other students to other places outside the university. If you lose the students because you can't provide the classes, you lose more money, more students and that will effect the larger bottom line. One might think that distance education classes are cheaper to run because the space needed for a class is not required, everything is electronic, and the professor can teach from anywhere at anytime, just like the students. Please look for alternative solutions to saving money, but don't cut the classes. Expand and promote what the university does well, like distance education. I am a Saskatchewan resident and I am proud that I go to the University of Manitoba. I could not get this kind of education at my own home town university! I would not be close at all to a degree without the University of Manitoba's BAIS and distance education programs.

**Administrative Staff Statement:**

The Support Staff in the Faculty of Arts have had no information presented to them (as a whole) from Dean Jeff Taylor. This just perpetuates the lack of Communication/Transparency that is still a campus wide and increasing problem for the University Community. We are all quite busy at this time and Support Staff are concerned about their jobs. We require some clear indications of what cuts are planned and how they will be implemented, since people are all working under pressure of being scrutinized for possible position discontinuance. This in turn affects Support Staff morale being at a low point.

The effect of 'trimming courses' will undoubtedly have consequences into the Fall/Winter terms such as:
1. Less choice of courses for students which makes pursuing an education at the University of Manitoba less interesting/attainable.
2. Support Staff having to assume increased workloads, increased responsibilities dealing with increased students' mental wellness issues and increased job related stress
3. Support Staff having to take classes in order to have the competency in triaging the Graduate and Undergraduate students with mental health issues

The lack of cleanliness on campus brought on by the elimination of Janitorial Staff is one of the causes of increased illness/injuries to all University Community members. It makes us all wonder how this image portrays the declared message of 'Employer of Choice'. It does not match the noticeable degradation of cleanliness and sanitary conditions experienced in daily campus life.

**Conclusion**

At the beginning of our Brown Bag, a graduate student from History spoke about the inherent value of arts and humanities education and its potential to build minds and spark critical engagement with the world. In this student’s view, training and economic outcomes are not the only reasons to value education. It is especially important for us to remember why we study or teach in the Faculty of Arts, as we face low morale in the face of budget cuts. These thoughts were echoed by several faculty members, some of whom see the very act of having a conversation about the future of Arts as hopeful. The increasingly bureaucratized structure and departmentalization of knowledge at our University cuts people off from one another. We hope this report will support ongoing conversations about the place of our Faculty in the University and the community.
March 17, 2016

TO: Arts Executive Committee

FROM: Jeff Taylor, Dean of Arts

SUBJECT: Arts Faculty Council Bylaws

Prior to going to Senate, the Arts Faculty Council bylaws were reviewed by the Senate Committee on Rules and Procedures (SCRP). That committee has recommended a change to Section III and the eligibility to vote for Senators so that it reflects section 3(a) of the Standing Rules of Senate.

The memo from the University Secretary stated:

"With respect to Section III regarding Representatives to Senate, the Committee noted that the proposed language with respect to eligibility to vote in Senate elections stated that ‘all members of the Arts Faculty Council shall be eligible to vote in the election of such Senators’. Under the proposed wording, all members of council, including students, representatives from other units, senior scholars, professors and deans emeriti and post-doctoral fellows would be allowed to vote in the election of academic and support staff to Senate. However, the Standing Rules of Senate governing the Election of Academic and Support Staff to Senate provided, at section 3(a), that:

All members of the academic and support staff (including ex officio members of Senate but excluding sessional and part-time support staff appointments) who are members of a faculty/school council having six or more members eligible for nomination are entitled to vote in Senate elections…"

I have therefore changed the text in the Arts Faculty Council Bylaws to reflect this.
The University of Manitoba
THE ARTS FACULTY COUNCIL BY-LAW

Proposed support staff addition to Executive Committee approved by Arts Faculty Council - May 5, 1998 and by Senate July 8, 1998

This By-Law is supplementary to the Faculty and School Council General By-Law, a copy of which is appended hereto.

I. Faculty Council

1. Membership

In addition to those persons provided for in the Faculty and School Council General By-Law, the Faculty Council of Arts shall be composed of:

   a) All staff holding positions of Instructors and those holding part-time academic appointments, if any in the Faculty of Arts;
   b) All staff holding academic appointments at Université de Saint-Boniface who teach courses listed in the Faculty of Arts calendar;
   c) The Provost of University College;
   d) The Warden of St. John's College;
   e) The Rector of St. Paul's College;
   f) The Dean of Arts at Université de Saint-Boniface;
   g) The Principal of St. Andrews College;
   h) The Dean of the Faculty of Science, or delegate;
   i) Two representatives from each of the following Science departments: Mathematics, Statistics, and Computer Science;
   j) The Dean of the Faculty of Social Work, or delegate;
   k) Executive Director, Student Academic Success, or delegate;
   l) Vice-Provost (Students);
   m) The Dean of Extended Education, or delegate;
   n) Senior Scholars;
   o) Professors emeriti/ae;
   p) Deans emeriti/ae;
   q) Post-doctoral fellows; and
   r) eighteen (18) Undergraduate Student representatives as provided for below
   s) three (3) Faculty of Arts Support Staff as provided for below

2. Election of Support Staff

In addition, three (3) Faculty of Arts support staff persons shall serve on Faculty Council. These individuals shall be duly elected by secret ballot from the support staff in the Faculty. Each support staff elected to Council will serve for three years, with one support staff being elected each year. Terms shall begin on July 1.

3. Selection of Student Representatives

   a) There shall be eighteen (18) student representatives who are appointed:

      (i) two (2) Arts students appointed by the executive of the student society in University College;
      (ii) two (2) Arts students appointed by the executive of the student society in St. John's College;
      (iii) two (2) Arts students appointed by the executive of the student society in St. Paul's College;
(iv) two (2) Arts students appointed by the executive of the student society in Université de Saint-Boniface;
(v) in addition, ten (10) Arts students not otherwise appointed as noted above, to be appointed by the executive of the Arts Student Body Council; and

c) The term of membership for each student representative shall be one academic year.

4. Limitations on Student Participation

Student representatives on Faculty Council shall, in general, have the same rights, privileges, and obligations as do academic staff members, with the following exceptions:

a) Student representatives shall not be eligible for election to Senate from the Faculty Council, and they shall not vote in the election or removal of these senators.

b) Student representatives shall not be eligible for election to the academic positions on the Executive Committee, and they shall not vote in the election to fill those positions.

c) Although provision shall be made for at least one student (who need not be a member of Faculty Council) on each committee of Faculty Council, there shall for a specified period of time be no student on certain committees if the body of which they are committees passed by a simple majority a debatable motion to that effect.

5. Meetings

a) The quorum for any meeting of the Faculty Council shall be twenty-five members present at the scheduled time of the meeting, provided that written notices of the meeting have been duly sent out to members.

b) Meetings of the Faculty Council shall be called by the Dean of the Faculty on his/her own motion, or at the written request of any ten members of the Faculty Council.

c) Written notice of at least five working days shall be given for any regular Council meeting, and at least forty-eight hours written notice for any special Faculty Council meeting. (Such periods of notice shall not include weekends or holidays.)

d) The Faculty Council shall meet at least once in each term.

e) The Dean of the Faculty (or delegate) shall be the presiding officer at all meetings of the Faculty Council, subject to the right of the President to preside at any such meetings.

f) All meetings of Faculty Council and all portions thereof shall be open, subject to the Council moving into closed session by a vote of a simple majority of the members present and voting.

(An "open Council meeting" means a meeting of Council, or portion thereof, which members of the University community may attend as non-participating observers and spectators, subject to the limitations of space and orderly conduct. A "closed Council meeting" means a meeting of Council, or portion thereof, which only Council members and those persons specifically invited by Council may attend.)

II. Standing Committees of Faculty Council

All standing committees established under Faculty Council shall:

a) Report at least once annually to Faculty Council
b) Terms of Reference and any changes to said Terms of Reference will be approved by Faculty Council

c) The Dean (or designate) shall be a voting member, *ex officio* of all Faculty Council’s standing committees

III. **Representatives to Senate**

Eligibility for Nomination:

All members of Arts Faculty Council holding probationary, continuing, tenured or term positions in the Faculty of Arts and all support staff members of Arts Faculty Council are eligible for election as Arts representatives to Senate. Normally, one of the Arts representative to Senate will be chosen from among the support staff members of Faculty Council. If none of the support staff members wish to serve, the position will be filled by an Arts Faculty Council member holding a probationary, continuing, tenured or term position in the Faculty of Arts.

Eligibility to Vote:

*Arts Faculty Council shall be eligible to vote in the elections of such Senators.*

IV. **Rules**

1. **Standing Rules**

   a) Standing rules may be adopted or amended by a majority vote of a regularly called meeting of Faculty Council, provided due notice of such adoptions or amendments has been given in writing.

   b) A standing rule may be suspended for the duration of a meeting if a motion to that effect receives two-thirds of the votes of those members present and voting.

2. **Rules of Order**

   In the conduct of its meetings, Faculty Council shall be guided by whatever authority has been adopted by Senate, except in cases where Faculty Council has adopted standing rules to the contrary.

Revised November 2015, Faculty Council approved _____ Senate approved _____
Date: March 16, 2016

To: Chair, Arts Executive Committee

From: Royce Koop, Chair, Arts Nominating Committee

Re: 2016 Report on Committee Nominations

The Faculty of Arts Nominating Committee met on January 26, 2016 in order to discuss possible nominations to the various Faculty Council committees. As a result of our discussion, canvassing of faculty members and a general call by email, the attached spreadsheet is a list of nominees that has been compiled.

I am pleased to report that only two committees still require a nominee. These are:

1.) one nominee for the Local Area Safety and Health Committee
2.) one nominee for the Nominating Committee.

All other vacancies and leave replacements have been filled.

Pending any nominations from the floor of Faculty Council, elections will not be necessary for any of the other committees.
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DATE: March 23, 2016
TO: Chair, Arts Faculty Council
FROM: Kenneth MacKendrick, Associate Professor
SUBJECT: Religion Dept. Council Bylaws

Following the recommendations of the SCRP, we addressed each of listed changes.

1.1.1 added President, the Provost and Vice-President (academic) etc.
1.1.3 deleted "and/
1.4.1 from once per year to once per term
2.1 added the word "possible" to reasonable exceptions that may concern issues of privacy. Such exceptions would be determined by Dept Council.

The revisions have been circulated to the members of the department for approval.
MEMORANDUM

DATE: February 9, 2016
TO: Dr. Jeffery Taylor, Dean, Faculty of Arts
FROM: Dr. John (Jay) Doering, Chair, Senate Committee on Rules and Procedures
RE: Department of Religion Council Bylaw

In accordance with the Policy on Department Council Bylaws, the role of the Senate Committee on Rules and Procedures was to review the proposed changes to the Department of Anthropology Council Bylaw and to the Department of Religion Council Bylaw and to provide commentary and recommendations for consideration prior to the presentation of the Department Council Bylaws to Faculty Council for approval. In doing this, the Senate Committee on Rules and Procedures considered the readability of each bylaw, any potential challenges in its application, and consistency with other department council bylaws.

With respect to the proposed revisions, the Committee observed/recommended the following:

1. Committee members noted that although the Department Council Bylaw template provided that voting members of a Department Council included the President, the Provost and Vice-President (Academic), the Dean of the Faculty, and the Head of the Department, none were named in either of the Bylaws. The Committee recommended that, for clarity, the President, the Provost and Vice-President (Academic), the Dean of the Faculty, and the Head of the Department be listed as voting members of each Department Council.

   Department of Religion Council Bylaw

3. With respect to student representatives (section 1.1.3), Committee members noted that the words “and/or” were most likely meant to read, and should be changed to, only “or”.

4. With respect to meetings of Council (section 1.4.1), the Committee would strongly recommend that meetings be held at least once per term, rather than once per academic year.

5. With respect to committees (section 2.1), and in particular, to students having the right to representation on department committees with the exception of appeals, please note that although no revisions were recommended, Committee members did raise the issue of whether this exception was appropriate.

The Committee respectfully submits these comments and recommendations to the Faculty Council. Once a final version has been approved by the Faculty Council, I would remind you to immediately provide an electronic copy to the University Secretary.

Should you have any questions, please feel free to contact me directly at 204-474-9887, or the University Secretary, Mr. Jeff Leclerc, at 204-474-6167.

/su
Department of Religion: Department Council Bylaw

Confidential Draft Discussions

1. DEPARTMENT COUNCIL
The Department Council of the Department of Religion is established by the Faculty Council of the Faculty of Arts pursuant to powers granted to the Faculty Council in the Faculty and School Council General Bylaw and in a manner consistent with Senate's policy “Departments – Organization and Structure.” The purpose of this Bylaw is to define the governance structure of the Department Council.

1.1. Membership
The membership of Department Council shall consist of voting members and non-voting members.

The following shall be voting members of the Religion Department Council:

1.1.1. All full-time members of the academic staff in the Department, the President, the Provost and vice-President (Academic), the Dean of the Faculty, and the Head of the Department.

1.1.2. All full-time support staff members.

1.1.3. Two student representatives as follows: 1 full-time undergraduate student majoring in Religion (general B.A., advanced B.A., Honours, Double Honours) and/or pre-M.A. student in Religion; 1 full-time Joint-M.A. or Ph.D. student in Religion.

1.1.4. One Sessional Instructor enrolled full-time in the Ph.D. program.

1.1.5. The following shall be non-voting members of the Religion Department Council: All part-time members of the academic or administrative staff; all Joint-M.A. or Ph.D. students in Religion; adjunct professors; Professors Emeriti; and, Senior Scholars in the Department.

1.2. Selection of Members
1.2.1. Student representatives shall be chosen annually by student election. Normally the students shall call their own meeting for nominating candidates for representation on Department Council.

1.2.2. The failure of students to elect representatives shall not impede the function of Council or its committees.

1.2.3. If a student body is not in place to elect representatives then the Departmental Head
or designate can appoint through invitation student representatives as per 1.1.3.

1.2.4. The Sessional Instructor enrolled full time in the Ph.D. program is appointed to Council at the commencement of the Fall term by the Head or designate.

1.2.5. The election or appointment of student members or Sessional Instructor to Department Council is contingent upon the availability of such representatives.

1.3. Limitations on Participation
1.3.1. Student members (including students holding full or part-time academic standing) shall not be present in those parts of meetings during which matters such as examinations, fellowships, awards, and academic staffing are discussed without special permission from the Head.

1.3.2. Non-voting members shall have the right to receive notice of Council meetings and to participate therein but shall not have the right to move or second motions or to vote. Non-voting members may be appointed to have full participation rights on Committees of Council.

1.4 Meetings of Council
1.4.1. Meetings of Council shall be called by the Head at least once per term during the academic year (September - April).

1.4.2. There may also be special meetings called by the Head on her/his own motion or upon written request of any three voting members of Departmental Council.

1.4.3. Notice of meetings with agenda and appropriate documents shall be posted at least five business days in advance of the meeting.

1.4.4. A quorum of Department Council shall be at least half of the voting Council membership; in the event that the Department Council is unable to meet because of the lack of such a quorum, another meeting with the same agenda, with no new business brought in under "Other Business," may be convened regardless of quorum, provided that written notice of the new meeting, including notice that quorum requirements will be waived, is distributed at least one working day prior to the new meeting.

1.4.5. Meetings of Department Council may be designated as open or closed at the discretion of the Head. (An open meeting means that members of the University community may attend as non-participating observers and spectators, subject to the limitations of space and orderly conduct. A closed session may only be attended by Council members and those persons specifically invited by Council.)

1.4.6 The Head or delegate shall be the presiding officer at all meetings of Council.

1.4.7. A member of the support staff of the Department shall act as secretary for Council meetings, and Minutes shall be distributed as soon as possible after each meeting.
1.5. Role of Department Council
1.5.1. To advise the Head on all matters submitted to it by the Head.

1.5.2. To recommend to the Head or, through the Head, to any appropriate officer or body in the University, such actions as it may deem desirable.

1.5.3. To carry out such duties and responsibilities as may be assigned to it by the Faculty of Arts Council.

1.6. Powers to Act and to Recommend
1.6.1. Council shall have power to act on all matters in its jurisdiction as determined from time to time by Senate or Faculty Council, including (but not limited to) admissions, scheduling, grading procedures and standards, curriculum development, and departmental special projects.

1.6.2. Council shall have power to make recommendations to the Head and/or to appropriate persons or bodies with respect to all matters of concern to Council, including positions or actions to be taken by its representatives to other bodies both within and outside the University.

1.7. Accountability of the Head to Council
If the Head of the Religion Department does not act on, support or administer a recommendation or decision made by the Department Council, she/he must explain to the Department Council why she/he has not done so, and must present the recommendation or decision of the Department Council to whatever officers or bodies with the University the Department Council deems appropriate.

2. COMMITTEES
Committees may be constituted by the Department Council or appointed ad hoc by the Department Head, from among any members of the department or others deemed appropriate, from time to time as appropriate to the business of the Department Council; for the duration of their duties committees shall be added to the agenda and report to the Departmental Council.

2.1. Students shall have the right to representation on all department committees with the possible exception of any and all duties related to student privacy and confidentiality (e.g. appeals, admissions and all evaluations). Exceptions are recommended to the Head by Departmental Council.

2.2. Staff members shall be elected by staff members, and student members shall be elected by students whenever possible.

2.3. Student committee members need not be members of Council.

2.4. The Department Head shall be a member ex officio of all committees.
3. RULES

3.1. Standing Rules
3.1.1. Standing Rules governing the conduct of the affairs of the Department may be adopted or amended by a majority of the members attending and voting at a regularly called meeting of the Department Council, provided that such proposed rules or amendments have been circulated with the notice of the meeting.

3.1.2. Voting will be done by secret ballot if any one Voting member requests it.

3.2. Rules of Order
Except where provided otherwise in the Standing Rules, the University of Manitoba Senate Rules of Order shall govern the conduct of Departmental Council and all Committees. A copy of these rules shall be made accessible during Departmental Council meetings.

4. Amendments
Amendment of this Bylaw shall be effected either:
a) (i) by a motion passed by a two-thirds majority vote of the members of the Department Council present and voting at a duly called and constituted meeting
AND (ii) by subsequent ratification by a majority vote of those present and voting at a duly called and constituted meeting of the Arts Faculty Council
OR
b) in the absence of a resolution from the Department Council, by a two-thirds majority vote of those present and voting at a duly called and constituted meeting of the Arts Faculty Council.
DATE: 24 March 2016

TO: Arts Faculty Council

FROM: Jeff Taylor, Dean of Arts

SUBJECT: Department Council of the Department of Economics Bylaw

Attached is the proposed “Department Council of the Department of Economics Bylaw.” Also attached, as background information, are the current “By-Law on Department Council of Economics Department,” a document entitled “Proposed Changes to the Administration and Management of the Department of Economics,” a memorandum from Dr. Jay Doering, Chair, Senate Committee on Rules and Procedures, and a memorandum from the Arts Faculty Council Executive Committee.

This proposed Bylaw and the background document entitled “Proposed Changes to the Administration and Management of the Department of Economics” are outcomes of an intensive process of negotiation and consultation over the past year. You may be aware that there have been significant differences of opinion in the Department of Economics for a long period of time over the direction and shape of the graduate and undergraduate programs as well as other matters. These documents are designed to create a structure where the faculty members in the department are able to co-exist, design programs for undergraduate and graduate students that reflect the diversity of interests and expertise in the department, and allow everyone to pursue teaching and learning, research, and service in as congenial an atmosphere as is reasonably possible. The changes proposed in these two documents do not require the allocation of additional resources to the Department of Economics.

I suspect that this proposed Bylaw is different than most, if not all, bylaws you have seen in the past. For one thing, it proposes that many matters within the jurisdiction of department council will be delegated to two standing committees (the names of which shall be determined when the existing undergraduate and graduate programs are revised to accommodate two streams within them). It also includes an appendix specifying which standing committee has the authority to make course-related recommendations for many of the department’s existing courses. The appendix also specifies that a
number of courses are “not to be altered” for three years, with the expectation that during the next three years discussions will continue as to which standing committee should have authority for these courses.

Associate Dean of Arts Dr. Steven Lecce has been Acting Head of the Department of Economics since May 2015. Since then he and I have been working to bring the department together to reach a consensus on a way forward. Dr. Michael Benarroch, an economist and Dean of the Asper School of Business, also provided crucial assistance for a period of time. It is fair to say that no one in the department is completely satisfied with the outcome of our discussions. Dr. Lecce and I believe, however, that we have crafted a compromise that is the best possible outcome in order to serve the best interests of the department, its various constituencies, the Faculty of Arts, and the university as a whole.

The current Bylaw specifies that the Department Council Bylaw may be amended by a motion passed by a two-thirds majority vote of the Department Council present and voting at a duly called and constituted meeting and by subsequent ratification by a majority vote of those present and voting at a duly called and constituted meeting of the Arts Faculty Council. The current Bylaw also specifies that “[i]n the absence of a resolution from a Department Council,” the Bylaw may be amended by a two-thirds majority vote of those present and voting at a duly called and constituted meeting of the Arts Faculty Council.

The Department Council of the Department of Economics considered the proposed Bylaw at a meeting on Monday 22 February 2016. The vote was twelve in support of, and nine opposed to, the proposed Bylaw. As a result, the motion was defeated as the required two-thirds threshold was not reached.

Hence, no resolution is forthcoming from the Department Council with respect to the proposed Bylaw. Nonetheless, I am bringing this forward so that Arts Faculty Council, which has the final authority to approve Department Council bylaws, may consider the proposed Bylaw changes.

The Arts Faculty Council Rules and Procedures Committee considered the proposed Bylaw on Tuesday 1 March 2016, the Senate Committee on Rules and Procedures considered it on Tuesday 15 March 2016, and the Arts Faculty Council Executive Committee considered it on Thursday 24 March 2016.
DATE: 21 March 2016

TO: Arts Faculty Council Executive Committee

FROM: Jeff Taylor, Dean of Arts

SUBJECT: Department Council of the Department of Economics Bylaw

Attached is the proposed "Department Council of the Department of Economics Bylaw." Also attached, as background information, are the current "By-Law on Department Council of Economics Department" and a document entitled "Proposed Changes to the Administration and Management of the Department of Economics."

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Associate Dean of Arts Dr. Steven Lecce has been Acting Head of the Department of Economics since May 2015. Since then he and I have been working to bring the department together to reach a consensus on a way forward. Dr. Michael Benaroch, an economist and Dean of the Asper School of Business, also provided crucial assistance for a period of time. It is fair to say that no one in the department is completely satisfied with the outcome of our discussions. Dr. Lecce and I believe, however, that we have crafted a compromise that is the best possible outcome in order to serve the best interests of the department, its various constituencies, the Faculty of Arts, and the university as a whole.

The current Bylaw specifies that the Department Council Bylaw may be amended by a motion passed by a two-thirds majority vote of the Department Council present and voting at a duly called and constituted meeting and by subsequent ratification by a majority vote of those present and voting at a duly called and constituted meeting of the Arts Faculty Council. The current Bylaw also specifies that "[i]n the absence of a resolution from a Department Council," the Bylaw may be amended by a two-thirds majority vote of those present and voting at a duly called and constituted meeting of the Arts Faculty Council.

The Department Council of the Department of Economics considered the proposed Bylaw at a meeting on Monday 22 February 2016. The vote was twelve in support of, and nine opposed to, the proposed Bylaw. As a result, the motion was defeated as the required two-thirds threshold was not reached.

Hence, no resolution is forthcoming from the Department Council with respect to the proposed Bylaw. Nonetheless, I am bringing this forward so that Arts Faculty Council, which has the final authority to approve Department Council bylaws, may consider the proposed Bylaw changes.

The Arts Faculty Council Rules and Procedures Committee considered the proposed Bylaw on Tuesday 1 March 2016 and the Senate Committee on Rules and Procedures considered it on Tuesday 15 March 2016. The advisory memorandum from the Senate Committee on Rules and Procedures is pending and will be forwarded as soon as it is received.
MEMORANDUM

DATE: March 22, 2016

TO: Dr. Jeffery Taylor, Dean, Faculty of Arts  
Dr. Steven Lecce, Acting Head, Department of Economics

FROM: Dr. John (Jay) Doering, Chair, Senate Committee on Rules and Procedures

RE: Department of Economics Council Bylaw

In accordance with the Department Council Bylaws Policy, the role of the Senate Committee on Rules and Procedures is to review proposed changes to the Department of Economics Council Bylaw, and to provide commentary and recommendations for consideration prior to the presentation of the Department Council Bylaw to Faculty Council for consideration. It is not the role of the Committee to approve the bylaws; that responsibility lies with Faculty Council. In doing this, the Senate Committee on Rules and Procedures considered the readability of the bylaw and any potential challenges in their application.

With respect to the proposed bylaw, the Committee observed/recommended the following:

1. The Committee appreciated the opportunity to meet with you to discuss the proposed amended bylaw and a chronology of the developments to this point.

2. As a point of procedure, it was noted to the Committee that the proposed bylaw was not approved by a two-thirds majority of the Department Council meeting, and you confirmed that to the Committee. The current Department of Economics Council Bylaw provides that the bylaw may be amended either (a) by a two-thirds vote of the Department Council and a majority vote of the Faculty Council; OR (b) a two-thirds vote of Faculty Council. Since we understand that the proposed bylaw is being transmitted for approval based on (b) above, the Committee did not consider the conduct of the February 22, 2016 Department Council meeting, as it has no bearing on the review of the proposed bylaw and it is up to Department and Faculty Councils to regulate the conduct of their own meetings.

3. The Committee noted that the proposed governance arrangement is not conventional, but does, as you noted, represent a response to the specific and particularly challenging circumstances within the Department of Economics.
4. The Committee is of the view that the proposal is not a permanent solution for the Department; rather, it is a means to allow members of the Department time and space to focus on teaching, research and service, working towards a time when a more collegial, integrated and collaborative structure is possible. The Committee encourages all members of the Department and their colleagues in the Faculty to work towards this goal. The Committee also underscores the provision in section XV that the governance arrangement and bylaw will be subject to a full review three years after approval. The Committee considers this review to be a very important element of the proposal.

5. The Committee also noted that concern has been expressed by some in the Department over the proposed names of the Standing Committees (The Applied and Quantitative Committee and The Economic Theory and Policy Committee). We encourage the Faculty and the Department to consider these names as temporary and work to develop, if possible, names that are more mutually agreeable.

6. With respect to the specific bylaw document, the Committee suggested that subsections II(h) and X(c) in which graduate student representation is defined be worded to read:

II(h) two students in the department enrolled in a graduate program, elected or appointed annually from among the pre-masters and graduate students in the department

X(c) one student in the department enrolled in a graduate program, elected or appointed annually from among the pre-masters and graduate students in the department

7. The committee suggested that the words "or school" be deleted from subsection IV(c) and section V.

8. Subsection VII(e) provides that the quorum shall be one-third of the number of voting members. Committee members suggested that a minimum number of voting members be set, such as a quorum of one-third provided that a minimum of three voting members be in attendance.

9. In section XIII (Courses), the two references to Faculty of Graduate Studies Council should be changed to Faculty of Graduate Studies Academic Programs Committee. Also, please note that the results of consultations need not be reported to the Senate Committee on Curriculum and Course Changes.

The Committee respectfully submits these comments to the Faculty of Arts Council for your consideration. Once a final version has been approved by the Faculty Council, I would remind you to immediately provide an electronic copy to the University Secretary.

Should you have any questions, please feel free to contact me or the University Secretary, Mr. Jeff Leclerc.

/su
Proposed Changes to the Administration and Management of the Department of Economics

NOTE: This document is provided as background information for the proposed changes to the Department Council of the Department of Economics Bylaw

Dean’s and Provost’s Commitment

The Dean of Arts and the Provost commit to implement the changes specified in this document. This document will be sent to all members of the Department of Economics with a covering memorandum signed by the Dean and the Provost.

Headship

The Dean shall recommend the appointment of an Associate Dean or Associate Deans (depending on the availability of Associate Deans) for three years from 1 July 2016 as Acting Head(s) for the approval of the Board of Governors. The Acting Head shall perform all of the duties expected of a Head according to the Heads of Departments policy and any other applicable University policies and procedures. The Acting Head shall delegate many duties to Associate Heads, including those duties specified below.

A search shall be conducted for a Head in 2018-19 with the intention of appointing the Head for a term to commence on 1 July 2019. The composition of the Search Advisory Committee for the Head, consistent with Article 18.E.I of the UM-UMFA Collective Agreement, shall be determined as part of the review specified in the “Review” section below.

Associate Heads

There shall be two Associate Heads. The Acting Head or the Head, as applicable, shall choose the Associate Heads following consultation within the department and with the Dean. The Associate Heads shall normally serve in their positions for as long as the Acting Head serves in her/his position. There shall continue to be two Associate Heads after the appointment of a Head.

One Associate Head shall be a member of and shall chair Committee A and the other Associate Head shall be a member of and shall chair Committee 1 described in the Department Council of the Department of Economics Bylaw, as revised in 2016.
Additional Administrative Appointments

Additional administrative appointments, such as a graduate chair, are likely in one or both committees. Appropriate teaching releases normally will be available, consistent with Faculty-wide practice and resource constraints.

Hiring Priorities for UMFA Appointments
(Subject to discussions with UMFA)

The academic staff members of faculty rank in Committee A and Committee 1 shall meet annually and separately to determine their respective priorities for UMFA appointments. The Acting Head or the Head, as applicable, shall convey these priorities to the Dean.

Search Advisory Committees for UMFA Appointments
(Subject to discussions with UMFA)

All five of the Members recommended to the Dean for a search advisory committee shall be recommended by the academic staff members of faculty rank in the committee (A or 1) from which the position request came.

Tenure and Promotion

Committee A and Committee 1 shall each choose three names on an annual basis to submit through the Acting Head or the Head, as applicable, to the Dean for Department of Economics tenure and promotion committees. The Dean will use Committee A names for the committee considering Committee A tenure and promotion applications and Committee 1 names for committee considering Committee A tenure and promotion applications, consistent with the documents entitled “Promotions in the Faculty of Arts: Procedures and Criteria” and “Tenure in the Faculty of Arts: Procedures and Criteria.”

Teaching Assignments

The Acting Head or the Head, as applicable, and the Associate Heads shall meet at least annually to determine recommended teaching assignments. The Acting Head or Head shall convey those recommendations to the Dean for her/his consideration consistent with Article 19.A.2.4 of the UM-UMFA Collective Agreement.
Timetabling and Sessional Appointment Requests

The Acting Head or the Head, as applicable, and the Associate Heads shall meet at least annually to determine the recommended teaching timetable and the recommended sessional appointment requests. The Acting Head or Head shall convey those recommendations to the Dean.

Sessional Appointment Allocations, Supervision, and Performance Evaluation

During the time the Acting Head is in place, the Associate Heads shall have joint responsibility for sessional appointment allocation, in conjunction with the Acting Head. The supervision and performance evaluation of sessional appointees shall be divided between the Associate Heads, with the division of duties to be determined by the Acting Head.

The Head shall perform these functions once a Head is appointed.

Performance Evaluations for UMFA Members

During the time the Acting Head is in place, the Associate Heads shall receive the activity reports and conduct performance evaluations for the UMFA members in the committee that they chair. They shall convey their recommendations and accompanying documents to the Acting Head who shall convey them to the Dean. Any UMFA member in the department may choose to have his or her performance evaluation conducted directly by the Acting Head.

The Head, in consultation with the Associate Heads, shall conduct all performance evaluations once a Head is appointed.

Support Staff

The supervision of support staff shall be consistent with practice in the Faculty of Arts, which currently is that the Head or Acting Head does the supervision, as applicable.

Budget and Financial Management

The Acting Head or the Head, as applicable, in consultation with the Associate Heads, shall be responsible for the department’s budget and financial management.
Scholarships and Awards for Graduate Students

The allocation of funding external to the department for graduate students shall be by a ranking of all eligible students by the Acting Head or the Head, as applicable, with input from a representative from each of Committees A and 1.

Student Discipline and Related Matters

The Associate Heads and the Acting Head or Head, as applicable, shall share responsibility for undergraduate student discipline and related matters, with the division of duties to be determined by the Acting Head or the Head. Graduate student discipline must be referred to the Faculty of Graduate Studies in accordance with policy.

Review

The Dean, in consultation with the Department, shall review the administrative and management structure specified in this document no later than thirty months after the date of implementation. The composition of the Search Advisory Committee for the new Head shall be determined as part of the review.
Department Council of the Department of Economics Bylaw
Faculty of Arts
University of Manitoba

I  Preamble

The Department Council of the Department of Economics is established by the Arts Faculty Council pursuant to powers granted unto Faculty Council in the Faculty and School Council General Bylaw and in a manner consistent with Senate's policy "Departments – Organization and Structure."

The purpose of this bylaw is to define the governance structure of the Department Council.

The Department of Economics respects and supports multiple approaches to teaching and research.

II  Membership

The membership of Department Council shall consist of voting and non-voting members. Voting members shall include:

a) the President of the University;
b) the Provost and Vice-President (Academic);
c) the Dean of the Faculty;
d) the Head of the Department;
e) all members of the academic staff of the department holding appointments as professors, associate professors, assistant professors, lecturers, senior instructors, instructors 1 and instructors 2;
f) all academic staff members of L'université de Saint-Boniface who hold appointments in the same discipline in the department; and
g) two undergraduate students taking courses in the department, elected or appointed annually in a manner determined by associations of students in the undergraduate program;
h) two graduate students enrolled in a graduate program in the department, elected or appointed annually from among the pre-masters and graduate students in the department; and
i) all members of the support staff of the department.

Non-voting members shall include:

a) all adjunct professors of the department;
b) all other persons who teach a course in the Department and who are not noted above; and
 c) all Professors Emeriti and Senior Scholars in the department.
III Limitations on Participation

a) Student members shall not participate in those parts of meetings during which examinations, fellowships, awards and academic staffing are discussed.

b) Non-voting members shall have the right to receive notice of Council meetings and to participate therein, but shall not have the right to move or second motions, or to vote. Non-voting members may be appointed to and have full participation rights on Committees of Council.

c) In accordance with the Affiliation Agreement between the University of Manitoba and L'Université de Saint-Boniface, all staff holding an academic appointment at USB and who teach courses listed by the department shall be a member of the Council “with full voting privileges on all matters except the financing, the financial administration and the staffing of the University”.

IV Role of Department Council

The role of the Department Council is:

a) to advise the Head on all matters submitted to it by the Head;

b) to recommend to the Head or, through the Head, to any appropriate officer or body in the University, such actions as it may deem desirable;

c) to carry out such duties and responsibilities as may be assigned to it by the faculty council.

V Powers to Act

In addition to such power as may be granted from time to time by the Faculty Council, the Department Council shall have the power:

a) to provide for the regulation and conduct of its meetings;

b) to appoint such committees as it shall deem necessary and to confer on them powers to act for it;

VI Powers to Recommend

The Department Council, subject to the provisions of this document, shall have power to make recommendations to the Head, or through the Head to appropriate persons or bodies, with respect to any matters of proper concern to the Council, and, notwithstanding the generality of the foregoing, may make recommendations concerning:

a) curriculum and matters pertaining to instruction;

b) conditions of admission, entrance and standing of students and all matters related thereto;

c) the conditions on which candidates shall be received for examination and the conduct and results of examinations in the department;
d) the allocation of resources;
e) long-range and short-range planning for the department;
f) the appointment of Professors Emeriti and Adjunct Professors;
g) scholarships and other awards.

VII Meetings of Department Council and Standing Committees

a) The Department Council and standing committees shall each hold at least one meeting during each academic year.
b) Meetings of the Department Council shall be called by the Head, or upon written request to the Head by five voting members of the Council. Meetings of the standing committees shall be called by the Chair (Associate Head) of the standing committee, or upon written request to the Chair (Associate Head) of three voting members of the standing committee.
c) Five working days notice shall be provided for regular meetings of Department Council and standing committees, and two working days notice shall be provided for special meetings of Department Council and standing committees. Notice may be given in writing, by telephone or by e-mail.
d) The agenda for regular meetings shall be circulated at least three working days in advance of regular meetings. The agenda for special meetings shall be circulated with the notice.
e) The quorum necessary for any transaction of business shall be one-third of the number of voting members, provided that a minimum of three voting members are in attendance. Voting members on research/study or administrative leave shall not be counted in determining quorum.
f) The Head (or designate) shall preside at meetings of the Department Council, subject only to the right of the President or the Dean to elect to preside. The Standing Committee Chair (or designate) shall preside at meetings of standing committees.
g) Each voting member who is present shall be entitled to one vote. Presence may be in person, by conference call, or by any other technological means available to ensure a real-time presence and ability to participate. The presiding officer shall not vote, except to break a tie.
h) Minutes of all Department Council and standing committee meetings shall be kept and distributed to all Department Council and applicable standing committee members as soon as possible after each meeting.
i) Meetings of Department Council shall be open to non-members, subject only to space limitations and the right of the Council to move into closed session to deal with confidential matters.

VIII Committees

a) The terms of reference of all committees of Department Council shall be made available to members of the Department Council.
b) The Head (or designate) shall be a voting member, \textit{ex officio} of all departmental Committees, with the exception of the two standing committees specified in
IX  Description of Standing Committees

There shall be two standing committees of the Department Council:

a) Committee A; and

b) Committee 1.

(Note: Committee names shall be determined when undergraduate and graduate program revisions to accommodate two streams are developed.)

X  Membership of Standing Committees

a) All academic staff members of the Department of Economics, as specified in Section II(e) above, shall be assigned by the Head to either Committee A or Committee 1. Academic staff members of the department at the time this bylaw takes effect shall be asked to choose, prior to assignment, whether they prefer to be assigned to Committee A or Committee 1. Future academic staff members, as specified in Section II(e) above, shall be assigned by the Head at the time of appointment to be either a member of Committee A or Committee 1, depending upon which standing committee initiated the appointment. The membership of the two standing committees shall be confirmed annually by the Head or Acting Head, as applicable, at which time there will be an opportunity for academic staff members to request a transfer of membership to the other standing committee.

b) One undergraduate student taking courses in the department shall be elected or appointed annually to each standing committee in a manner determined by associations of students in the undergraduate program.

c) One graduate student enrolled in a graduate program in the department, elected or appointed annually from among the pre-masters and graduate students in the department.

d) One member of the support staff of the department shall be elected to each standing committee for two-year terms by and from the department’s support staff.

XI  Terms of Reference of Standing Committees

Department Council delegates authority to the two standing committees for the duties specified below.
the consideration of nominations for Professor Emeritus/Emerita;
the creation of any sub-committees to facilitate its work;
the members specified in Section II(e) above shall meet in committee separately
and as necessary to determine recommendations to be made directly to the Dean
regarding the priorities and procedures whereby candidates for UMFA
appointments shall be sought, assessed and recommended for appointment;
the members specified in Section II(e) above shall meet in committee separately on
an annual basis to choose three names to submit to the Dean for the Department of
Economics Promotion and Tenure Committee; and
the members specified in Section II(e) above shall meet in committee separately
and as necessary to determine a list of five UMFA members to recommend to the
Dean for any search advisory committees for UMFA appointments that result from
hiring priorities recommended to the Dean by Committee 1.

XII Program Reviews

Committee A and Committee 1 shall each submit the names of potential external
reviewers to the Head, who shall convey the names to the Dean of Arts in the case of an
undergraduate program review and the Dean of Graduate Studies in the case of a graduate
program review. The relevant Dean shall select one external reviewer from the list
submitted by Committee A and the other external reviewer from the list submitted by
Committee 1.

XIII Courses

See Appendix 1 for the assignment of courses to the two standing committees for the
purpose of exercising course-related responsibilities that are within the jurisdiction of
Department Council. These responsibilities are any matters that proceed to the Faculty
of Arts Course and Programs Approvals Committee (CPAC), the Senate Committee on
Curriculum and Course Changes (Senate 4Cs), and/or the Faculty of Graduate Studies
Academic Programs Committee, as applicable, for consideration (course descriptions,
prerequisites, and related matters). This does not include course content. The
standing committee that has sole responsibility for a specific course shall consult with the
other standing committee prior to recommending any changes to the course. The results
of these consultations shall be reported to CPAC and, as applicable, the Faculty of
Graduate Studies Academic Programs Committee. The agreement of both standing
committees is required for changes to the courses for which both standing committees
have joint responsibility.

All Department of Economics courses shall be available as electives in all of the
department's undergraduate or graduate programs, as applicable.

Either standing committee, after consultation with the other standing committee, may
develop new courses. Any course developed by either standing committee shall be an
elective in all of the department's undergraduate or graduate programs, as applicable.
The Acting Head, in consultation with the Associate Heads, shall determine the relocation of courses from the “not to be altered” column to the other columns in Appendix 1 as part of the review specified in Section XV below.

XIV  Rules

The conduct of meetings of the Department Council and committees shall be by the rules in effect for meetings of Arts Faculty Council.

XV  Review

The Department Council shall review this bylaw three years from the date the current amendments take effect.

XVI  Amendment

The amendment of this bylaw shall be effected either by:

a) motions passed by a two-thirds majority vote of the voting members of each of Committee A, Committee 1, and the Department Council present and voting at duly called and constituted meetings and the subsequent approval by a majority vote of the voting members present and voting at a duly called and constituted meeting of the Faculty Council

OR

b) in the absence of resolutions from Committee A, Committee 1, and the Department Council, by a two-thirds majority vote of those present and voting at a duly called and constituted meeting of the Faculty Council.

In the case of either a) or b) above, any amendments to this bylaw must be reviewed by the Senate Committee on Rules and Procedures prior to a vote by Faculty Council.
# Appendix 1

## Course Distribution

<table>
<thead>
<tr>
<th>Undergraduate</th>
<th>Courses for which Committee A has responsibility</th>
<th>Courses for which both standing committees have joint responsibility</th>
<th>Courses that will not be altered for three years from the time this revised department council bylaw takes effect</th>
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<tbody>
<tr>
<td>Courses for which Committee 1 has responsibility</td>
<td>Courses for which both standing committees have joint responsibility</td>
<td>Courses that will not be altered for three years from the time this revised department council bylaw takes effect</td>
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<tr>
<td>2350 CED</td>
<td>2030 Math</td>
<td>2610 Special topics</td>
<td>1010 Intro Micro</td>
</tr>
<tr>
<td>2410 Manitoba</td>
<td>3030 Math</td>
<td>2620 Special topics</td>
<td>1020 Intro Macro</td>
</tr>
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<td>2540 Political Econ 1</td>
<td>3040 Econometrics</td>
<td>3610 Special Topics</td>
<td>1210 Intro Cdn Economy</td>
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<td>2550 Political Econ 2</td>
<td>3160 Managerial</td>
<td>3620 Special Topics</td>
<td>1220 Intro Global Economy</td>
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<tr>
<td>2630 World Economies</td>
<td>4010 Micro</td>
<td>4490 Special Studies</td>
<td>2010 Micro</td>
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<tr>
<td>3392 Development 1</td>
<td>4012 Micro</td>
<td>4500 Special Studies</td>
<td>2020 Macro</td>
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<tr>
<td>3394 Development 2</td>
<td>4020 Macro</td>
<td>3690 Health</td>
<td>2040 Quant</td>
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<td>3692 Ec Det of Health</td>
<td>4040 Econometrics</td>
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<td>2310 Canadian Economy</td>
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<td>3810 Alt. Macro</td>
<td>4042 Econometrics</td>
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<td>2362 Gender</td>
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<td>4050 Hist of Thought</td>
<td>4140 Eval of Policy</td>
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<td>2390 Environment</td>
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<td><strong>Graduate</strong></td>
<td>Courses for which both standing committees have joint responsibility</td>
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<td>7300 Special Topics</td>
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<td>7610 Economic History</td>
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<td>7180 Heterodox Topics</td>
<td>7202 Industrial Organization</td>
<td>7032 Econometrics</td>
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<td>7540 Hist. Of Thought</td>
<td>7650 Macro</td>
<td>7040 Adv Micro</td>
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<td>7640 Int’l Money</td>
<td>7050 Adv Micro</td>
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<td>7150 Program Evaluation</td>
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<td>7430 Resource</td>
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Approved by Department Council on _____________

Reviewed by the Senate Committee on Rules and Procedures on ________________

Approved by Faculty Council on ___________________
BY-LAW ON DEPARTMENT COUNCIL OF ECONOMICS DEPARTMENT
Approved Sept. 23, 1975
Amended April 19, 2000

I. Department Council

1. The Faculty Department Council shall consist of all members of the academic staff of the department who are ordinarily members of the Arts Faculty Council, Departmental Support Staff,** plus two graduate, two honours, and two general students, selected as hereinafter provided. The Student Department Council shall consist of student representatives as determined by associations of students in graduate, honours and general programmes. Either council may initiate joint meetings on matters of common concern. The meetings of both councils shall be open.

2. Student members of the Faculty Department Council shall be elected by the Students' Department Council. The election of members to the students' Department Council shall be administered by the economics students organization if any, with such assistance from the Department as they reasonably require. Each student shall vote only for the members to represent his group. The term of election shall be one academic year. All students currently registered in economics courses or the economics programme shall be eligible to vote and stand for election. Pre-masters students shall be grouped with graduate students.

3. Student members of the Department Council shall, in general, have the same rights, privileges and obligations as do academic members, with the following exceptions:

   (i) Student members shall not be eligible to become chairmen of any committee of the Department Council, and shall not be allowed to sign documents in the name of any such committee.

   (ii) Student members shall not vote in the selection of faculty members of standing or ad hoc committees of the Department Council.

4. Meetings of the Department Council shall be called by the head of the department on his own motion, or at the written request of any five members of the Department Council. The department head or his delegate shall chair all meetings. The quorum shall be one-third of the voting members. All members shall be notified by mail to their departmental mailing addresses. The meeting shall be no less than five days after mailing of the notices of meeting. There shall be at least two meetings per year. The agenda for the meeting shall be sent to members before the meeting.

5. The role of the Department Council shall be:

   (a) to advise the Head on all matters submitted to it by the Head;

   (b) to recommend to the Head or, through him, to any appropriate officer or body in the University, such actions as it may deem to be desirable;
(c) to carry out such duties and responsibilities as may be assigned to it by the faculty or school council.

II. Committees of the Department Council

Committees of the Department Council shall be constituted as the Department Council decides without the assistance of the 50/50 committee, but there shall normally be student representation on all committees except where confidential student or faculty matters are to be discussed. All meetings of such committees shall be open to faculty and students unless declared closed by simple majority of those present and voting. Notice of all such meetings shall be given at least twenty-four hours in advance where reasonable, by posting a notice on the economics department bulletin board. In reporting any recommendations of a committee to the Department Council, the chairman of that committee or his delegate shall inform the Department Council, of the reactions of any non-members attending the relevant committee meeting.

III. Rules

The rules of the Department Council with respect to meetings shall be the same as the rules with respect to the Arts Faculty Council meetings, except as otherwise provided in this by-law.

IV. Amendment

The amendment of each Department Council by-law shall be effected either:

   a. (i) by a motion passed by a two-thirds majority vote of the members of the Department Council present and voting at a duly called and constituted meeting, and,

      (ii) by subsequent ratification by a majority vote of those present and voting at a duly called and constituted meeting of the faculty/school council;

   or

   b. In the absence of a resolution from a Department Council, by a two-thirds majority vote of those present and voting at a duly called and constituted meeting of the faculty/school council.

**Amendment to Departmental By-Laws April 19, 2000 to include Departmental Support Staff on Council, with full voting rights and that support staff be given the option to participate or not.

Approved Sept. 23, 1975
DATE: March 1, 2016
TO: Jeff Taylor, Dean, Faculty of Arts
FROM: Greg Smith, Associate Dean, Faculty of Arts
SUBJECT: Annual Report of the Local Discipline Committee 2015-16

The Local Discipline Committee (LDC) meets to consider disciplinary decisions appealed from the initial hearing held by the Associate Dean Undergraduate. Between April 1, 2015 and March 31, 2016, the LDC met on four (4) occasions to consider appeals from seven (7) students.

The table below provides a summary of the LDC decisions. Where the student subsequently appealed the decision of the LDC to the University Discipline Committee (UDC), the UDC decision has been included in the table.

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Nature of LDC Appeal</th>
<th>LDC Decision</th>
<th>UDC Decision</th>
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<td>April 29, 2015</td>
<td>Appeal Pre-LDC Penalty</td>
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<td>Appeal Pre-LDC Finding and Penalty</td>
<td>Appeal Granted</td>
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<td>May 15, 2015</td>
<td>Appeal Pre-LDC Finding and Penalty</td>
<td>Appeal Denied</td>
<td>Appeal Denied at UDC</td>
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<td>Appeal Pre-LDC Penalty</td>
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<td>June 16, 2015</td>
<td>Appeal Pre-LDC Finding and Penalty</td>
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<td>July 13, 2015</td>
<td>Appeal Pre-LDC Penalty</td>
<td>Appeal Denied</td>
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<tr>
<td></td>
<td>Appeal Pre-LDC Penalty</td>
<td>Appeal Denied – Penalty increased</td>
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</tr>
</tbody>
</table>
The Faculty of Arts Academic Regulations Policy Committee (ARPC) did not meet during the reporting period (April 1, 2015 – March 31, 2016). Therefore, there is no report from this committee.
DATE: March 1, 2016  
TO: Jeff Taylor, Dean, Faculty of Arts 
FROM: Louise Renée, Associate Dean, Faculty of Arts  
SUBJECT: Faculty of Arts Academic Regulations Appeals Committee Report for 2015 – 2016

The Faculty of Arts Academic Regulations Appeal Committee (ARAC) did not meet during the reporting period (April 1, 2015 – March 31, 2016). As such, there is no report from this committee.
March 22, 2016

To: Arts Faculty Council

From: Jeffery Taylor, Chair, Arts Executive Committee

Subject: Annual Report of the Faculty of Arts Executive Committee

The Executive Committee met five times during the past year: September 29/15, November 25/15, February 2/16, and March 24/16.

Standard approval of replacement committee members and CPAC reports on course and program changes took place as well as the review and approval of the agenda for the meetings of Faculty Council.

In addition, Executive Committee struck a working group to address the operating budget reductions that are taking place. A brown bag lunch took place on February 22. This group will be presenting further information upcoming Faculty Council meetings.

The committee is also pleased to present three of the four required nominations for the Nominating Committee. Further nominations may be received from the floor of Faculty Council.

Nominations Committee

Number of members needed: 4 Faculty Members

Term of office: July 1, 2016 – June 30, 2018 (2 Years)

Nominees:
- Heidi Marx-Wolf (Religion)
- Tina Chen (History)
- Radhika Desai (Political Studies)
- VACANT

Continuing members:
- Will Oxford (Linguistics)
- Royce Koop (Political Studies) * Chair
- Ian Hudson (Economics)
- Dimitrios Dentsoras (Philosophy)
March 18, 2016

TO: Arts Faculty Council

FROM: Isaac Weldon, Chair, Arts Endowment Fund Committee

SUBJECT: ANNUAL REPORT OF THE ARTS ENDOWMENT FUND COMMITTEE
Meeting of March 1, 2016

The Arts Endowment Fund Committee met to review and rank applications for Arts Endowment Funds for the 2016 competition. There were 79 applications received, with 59 applications funded.

Attached is the financial report from the Arts Endowment Fund Committee meeting of March 1, 2016. The report includes the following data:

- capitalization of the fund
- total funds available for disbursement following the January 2016 competition
- total amount allocated
- total number and value of applications (support staff, undergraduate students, graduate students, sessional instructors, faculty members, groups)
- total number and value of awards allocated (support staff, undergraduate students, graduate students, sessional instructors, faculty members, groups)
- surplus returned to capital/deficit applied to next year
- total funds allocated by project type (e.g. travel, equipment, conferences, research, speakers)

Arts Student Body Council held a referendum in 2014 to re-instate automatic annual contributions by its members for a 3 year period. This 3 year period expires in 2016/17 and the committee recommends that another referendum be held to continue the automatic annual contribution by its members. The committee would like to suggest increasing the contribution amount from $1 per credit hour to $5 per credit hour. The committee would also like to recommend increasing the funding amounts available for domestic travel from $750 to $1000 and for international travel from $1500 to $2000 as travel costs have increased.

IW/sp
Enclosure

cc. Arts Budget Office
    Jeff Taylor, Dean, Faculty of Arts
# Arts Endowment Fund
## Annual Financial Report

<table>
<thead>
<tr>
<th><strong>2016</strong></th>
<th><strong>% of Awarded Funds</strong></th>
<th><strong>% of applicants</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital of the fund</td>
<td>2,725,400.00</td>
<td></td>
</tr>
<tr>
<td>Funds available for 2016</td>
<td>101,740.00</td>
<td></td>
</tr>
<tr>
<td>Carry over funds from 2015</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td><strong>Total Funds available for disbursement</strong></td>
<td><strong>101,740.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Applications Received by Applicant Category

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Applications</th>
<th>% of applicants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>3,500.00</td>
<td>1 application</td>
<td>1%</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>51,444.81</td>
<td>26 applications</td>
<td>33%</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>50,744.59</td>
<td>29 applications</td>
<td>37%</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>0.00</td>
<td>0 applications</td>
<td>0%</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>8,170.00</td>
<td>3 applications</td>
<td>4%</td>
</tr>
<tr>
<td>Groups</td>
<td>55,928.31</td>
<td>21 applications</td>
<td>27%</td>
</tr>
<tr>
<td>Senior Scholar</td>
<td>0.00</td>
<td>0 applications</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total Funds Requested</strong></td>
<td><strong>169,787.71</strong></td>
<td><strong>79 applications</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Allocations

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Applications</th>
<th>% of applicants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>3,500.00</td>
<td>1 application</td>
<td>4%</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>13,500.00</td>
<td>14 applications</td>
<td>14%</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>28,425.75</td>
<td>23 applications</td>
<td>29%</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>0.00</td>
<td>0 applications</td>
<td>0%</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>5,770.00</td>
<td>3 applications</td>
<td>6%</td>
</tr>
<tr>
<td>Groups</td>
<td>47,743.71</td>
<td>18 applications</td>
<td>48%</td>
</tr>
<tr>
<td>Senior Scholar</td>
<td>0.00</td>
<td>0 applications</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total Amount Allocated</strong></td>
<td><strong>98,939.46</strong></td>
<td><strong>59 applications funded</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Total Funds Allocated by Project Type

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>% of Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel</td>
<td>40,425.75</td>
<td>41%</td>
</tr>
<tr>
<td>Equipment</td>
<td>25,568.70</td>
<td>26%</td>
</tr>
<tr>
<td>Teaching Enhancements</td>
<td>1,500.00</td>
<td>2%</td>
</tr>
<tr>
<td>Conferences/Events</td>
<td>10,879.63</td>
<td>11%</td>
</tr>
<tr>
<td>Guest Speakers</td>
<td>5,442.13</td>
<td>6%</td>
</tr>
<tr>
<td>Other***</td>
<td>12,023.25</td>
<td>12%</td>
</tr>
<tr>
<td>Publication</td>
<td>3,100.00</td>
<td>3%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>98,939.46</strong></td>
<td><strong>100%</strong></td>
</tr>
</tbody>
</table>

***includes registration fees, support staff professional development, production of play
# Arts Endowment Fund
## Annual Financial Report

<table>
<thead>
<tr>
<th></th>
<th>2015</th>
<th>% of Awarded Funds</th>
<th>% of applicants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital of the fund</td>
<td>2,472,323.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Funds available for 2014</td>
<td>80,100.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carry over funds from 2013</td>
<td>13,000.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Funds available for disbursement</td>
<td>93,100.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Applications Received by Applicant

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Applications</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>2,722.00</td>
<td>1 applications</td>
<td>1%</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>20,447.22</td>
<td>10 applications</td>
<td>14%</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>68,824.09</td>
<td>37 applications</td>
<td>51%</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>750.00</td>
<td>1 application</td>
<td>1%</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>10,603.59</td>
<td>4 applications</td>
<td>5%</td>
</tr>
<tr>
<td>Groups</td>
<td>146,163.68</td>
<td>20 applications</td>
<td>27%</td>
</tr>
<tr>
<td>Senior Scholar</td>
<td>0.00</td>
<td>0 applications</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total Funds Requested</strong></td>
<td><strong>249,510.58</strong></td>
<td><strong>73 applications</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Allocations

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Applications</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>1,500.00</td>
<td>1 application</td>
<td>1%</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>11,247.06</td>
<td>9 applications</td>
<td>9%</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>29,169.00</td>
<td>25 funded, 5 ineligible*, 7 not funded</td>
<td>24%</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>750.00</td>
<td>1 application</td>
<td>1%</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>1,500.00</td>
<td>1 application</td>
<td>1%</td>
</tr>
<tr>
<td>Groups</td>
<td>79,523.00</td>
<td>17 applications</td>
<td>64%</td>
</tr>
<tr>
<td>Senior Scholar</td>
<td>0.00</td>
<td>0 applications</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total Amount Allocated</strong></td>
<td><strong>123,689.06</strong></td>
<td><strong>54 applications funded</strong></td>
<td></td>
</tr>
</tbody>
</table>

*ineligible for primary consideration having received funding in 2014

**Total Funds Allocated by Project Type**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel</td>
<td>47,166.06</td>
<td>51%</td>
</tr>
<tr>
<td>Equipment</td>
<td>0.00</td>
<td>0%</td>
</tr>
<tr>
<td>Teaching Enhancements</td>
<td>1,337.00</td>
<td>1%</td>
</tr>
<tr>
<td>Conferences</td>
<td>9,425.00</td>
<td>10%</td>
</tr>
<tr>
<td>Guest Speakers**</td>
<td>10,400.00</td>
<td>11%</td>
</tr>
<tr>
<td>Other***</td>
<td>24,692.00</td>
<td>27%</td>
</tr>
<tr>
<td></td>
<td>93,020.06</td>
<td></td>
</tr>
</tbody>
</table>

**Includes honorarium for Conklin Theatre play

***Includes renovations, registration fees & professional development
## Arts Endowment Fund
### Annual Financial Report

<table>
<thead>
<tr>
<th>2014</th>
<th>% of Awarded Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital of the fund</td>
<td>2,118,935.00</td>
</tr>
<tr>
<td>Funds available for 2014</td>
<td>78,270.00</td>
</tr>
<tr>
<td>Carry over funds from 2013</td>
<td>8,280.00</td>
</tr>
<tr>
<td>Total Funds available for disbursement</td>
<td>86,550.00</td>
</tr>
</tbody>
</table>

### Applications Received by Applicant Category

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>2,207.00</td>
<td>1 application</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>12,610.00</td>
<td>13 applications</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>61,671.00</td>
<td>35 applications</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>5,390.00</td>
<td>3 applications</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>17,654.00</td>
<td>8 applications</td>
</tr>
<tr>
<td>Groups</td>
<td>100,818.00</td>
<td>23 applications</td>
</tr>
<tr>
<td>Senior Scholar</td>
<td>0.00</td>
<td>0 applications</td>
</tr>
<tr>
<td><strong>Total Funds Requested</strong></td>
<td><strong>200,350.00</strong></td>
<td><strong>83 applications</strong></td>
</tr>
</tbody>
</table>

### Allocations

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Applications</th>
<th>% of Awarded Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>350.00</td>
<td>1 application</td>
<td>0%</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>3,135.00</td>
<td>8 applications</td>
<td>4%</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>14,825.00</td>
<td>14 applications</td>
<td>17%</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>5,390.00</td>
<td>3 applications</td>
<td>6%</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>6,233.00</td>
<td>3 applications</td>
<td>7%</td>
</tr>
<tr>
<td>Groups</td>
<td>57,430.00</td>
<td>12 applications</td>
<td>66%</td>
</tr>
<tr>
<td>Senior Scholar</td>
<td>0.00</td>
<td>0 applications</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total Amount Allocated</strong></td>
<td><strong>87,363.00</strong></td>
<td><strong>41 applications funded</strong></td>
<td></td>
</tr>
</tbody>
</table>

### Total Funds Allocated by Project Type

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Amount</th>
<th>% of Awarded Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel</td>
<td>21,067.00</td>
<td>24%</td>
</tr>
<tr>
<td>Equipment</td>
<td>0.00</td>
<td>0%</td>
</tr>
<tr>
<td>Teaching Enhancements</td>
<td>7,025.00</td>
<td>8%</td>
</tr>
<tr>
<td>Conferences</td>
<td>5,780.00</td>
<td>7%</td>
</tr>
<tr>
<td>Guest Speakers</td>
<td>10,491.00</td>
<td>12%</td>
</tr>
<tr>
<td>Other</td>
<td>43,000.00</td>
<td>49%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>87,363.00</strong></td>
<td><strong>$813.00 over budget</strong></td>
</tr>
</tbody>
</table>
# Arts Endowment Fund

## Annual Financial Report

<table>
<thead>
<tr>
<th>2013</th>
<th>% of Awarded Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital of the fund</td>
<td>1,912,227.00</td>
</tr>
<tr>
<td>Funds available for 2013</td>
<td>78,272.00</td>
</tr>
<tr>
<td>Funds allocated in 2013</td>
<td>76,444.00</td>
</tr>
<tr>
<td>Unallocated funds returned to capital</td>
<td>1,828.00</td>
</tr>
</tbody>
</table>

### Applications Received by Applicant Category

<table>
<thead>
<tr>
<th>Category</th>
<th>56 applications</th>
<th>2013</th>
<th>% of Awarded Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>2,275.00</td>
<td>1</td>
<td>2%</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>6,300.00</td>
<td>14</td>
<td>7%</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>36,897.00</td>
<td>25</td>
<td>35%</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>3,485.00</td>
<td>2</td>
<td>2%</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>34,954.00</td>
<td>11</td>
<td>29%</td>
</tr>
<tr>
<td>Groups</td>
<td>21,500.00</td>
<td>3</td>
<td>24%</td>
</tr>
<tr>
<td>Senior Scholar</td>
<td>0.00</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total Funds Requested</strong></td>
<td><strong>105,411.00</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Allocations

<table>
<thead>
<tr>
<th>Category</th>
<th>44 applications funded</th>
<th>2013</th>
<th>% of Awarded Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>1,500.00</td>
<td>1</td>
<td>2%</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>5,198.00</td>
<td>13</td>
<td>7%</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>26,883.00</td>
<td>21</td>
<td>35%</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>1,875.00</td>
<td>2</td>
<td>2%</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>22,488.00</td>
<td>5</td>
<td>29%</td>
</tr>
<tr>
<td>Groups</td>
<td>18,500.00</td>
<td>2</td>
<td>24%</td>
</tr>
<tr>
<td>Senior Scholar</td>
<td>0.00</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total Amount Allocated</strong></td>
<td><strong>76,444.00</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Total Funds Allocated by Project Type

<table>
<thead>
<tr>
<th>Project Type</th>
<th>2013</th>
<th>% of Awarded Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel</td>
<td>28,277.00</td>
<td>37%</td>
</tr>
<tr>
<td>Equipment</td>
<td>15,716.00</td>
<td>21%</td>
</tr>
<tr>
<td>Teaching Enhancements</td>
<td>0.00</td>
<td>0%</td>
</tr>
<tr>
<td>Conferences</td>
<td>0.00</td>
<td>0%</td>
</tr>
<tr>
<td>Guest Speakers</td>
<td>5,714.00</td>
<td>7%</td>
</tr>
<tr>
<td>Other*</td>
<td>26,737.00</td>
<td>35%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>76,444.00</td>
<td></td>
</tr>
</tbody>
</table>

*Includes renovations/refurbishing, registration fees
## Arts Endowment Fund
### Annual Financial Report

### 2012
- **Capital of the fund**: 1,646,408.00
- **Funds available for 2012**: 76,766.00
- **Funds Allocated in 2012**: 73,236.00
- **Unallocated funds returned to capital**: 3,530.00

### Applications Received by Applicant Category

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>7,310.00</td>
<td>4 applications</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>4,336.00</td>
<td>11 applications</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>49,026.00</td>
<td>25 applications</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>1,500.00</td>
<td>1 application</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>4,272.00</td>
<td>3 applications</td>
</tr>
<tr>
<td>Groups</td>
<td>22,241.00</td>
<td>10 applications</td>
</tr>
<tr>
<td>Senior Scholar</td>
<td>0.00</td>
<td>0 applications</td>
</tr>
</tbody>
</table>

**Total Funds Requested**: 88,685.00

### Allocations

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Funded Status</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>7,500.00</td>
<td>4 funded</td>
<td>10.2%</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>4,965.00</td>
<td>11 funded</td>
<td>6.8%</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>33,350.00</td>
<td>21 funded, 4 not funded</td>
<td>45.5%</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>1,875.00</td>
<td>1 funded</td>
<td>2.6%</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>4,305.00</td>
<td>3 funded</td>
<td>5.9%</td>
</tr>
<tr>
<td>Groups</td>
<td>21,241.00</td>
<td>10 funded</td>
<td>29.0%</td>
</tr>
<tr>
<td>Senior Scholar</td>
<td>0.00</td>
<td>0 funded</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

**Total Amount Allocated**: 73,236.00

### Total Funds Allocated by Project Type

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel</td>
<td>45,835.00</td>
<td>62.6%</td>
</tr>
<tr>
<td>Equipment</td>
<td>500.00</td>
<td>0.7%</td>
</tr>
<tr>
<td>Teaching Enhancements</td>
<td>975.00</td>
<td>1.3%</td>
</tr>
<tr>
<td>Conferences</td>
<td>10,239.00</td>
<td>14.0%</td>
</tr>
<tr>
<td>Guest Speakers</td>
<td>12,687.00</td>
<td>17.3%</td>
</tr>
<tr>
<td>Other**</td>
<td>3,000.00</td>
<td>4.1%</td>
</tr>
</tbody>
</table>

**Total**: 73,236.00
# Arts Endowment Fund

## Annual Financial Report

### 2011

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital of the fund</td>
<td>$1,536,519.65</td>
</tr>
<tr>
<td>Funds available for 2011</td>
<td>$75,167.38</td>
</tr>
<tr>
<td>Funds allocated in 2011</td>
<td>$75,166.50</td>
</tr>
<tr>
<td>Unallocated funds returned to capital</td>
<td>0.88</td>
</tr>
</tbody>
</table>

### Applications Received by Applicant Category

- **Support Staff**: 5,226.84, 2 applications
- **Undergraduate Students**: 27,238.00, 18 applications
- **Graduate Students**: 31,633.91, 21 applications
- **Sessional Instructors**: 750.00, 1 application
- **Faculty Members**: 14,751.78, 7 applications
- **Groups**: 38,643.22, 18 applications
- **Senior Scholar**: 0.00, 1 application

**Total Funds Requested**: $121,243.75

### Allocations

- **Support Staff**: 4,809.00, 2 funded, 6.4%
- **Undergraduate Students**: 2,460.00, 10 funded, 8 not funded, 33.3%
- **Graduate Students**: 27,940.00, 18 funded, 3 not funded, 37.2%
- **Sessional Instructors**: 975.00, 1 funded, 1.3%
- **Faculty Members**: 9,446.50, 5 funded, 2 not funded, 12.6%
- **Groups**: 29,536.00, 15 funded, 3 not funded, 39.3%
- **Senior Scholar**: 0.00, 0 funded, 0.0%

**Total Amount Allocated**: $75,166.50

### Total Funds Allocated by Project Type

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Allocation</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel</td>
<td>$38,271.50</td>
<td>50.9%</td>
</tr>
<tr>
<td>Equipment</td>
<td>$3,169.00</td>
<td>4.2%</td>
</tr>
<tr>
<td>Teaching Enhancements</td>
<td>$3,000.00</td>
<td>4.0%</td>
</tr>
<tr>
<td>Conferences</td>
<td>$4,650.00</td>
<td>6.2%</td>
</tr>
<tr>
<td>Guest Speakers</td>
<td>$12,110.00</td>
<td>16.1%</td>
</tr>
<tr>
<td>Research</td>
<td>$8,030.00</td>
<td>10.7%</td>
</tr>
<tr>
<td>Other**</td>
<td>$5,936.00</td>
<td>7.9%</td>
</tr>
</tbody>
</table>

**Total**: $75,166.50
## Arts Endowment Fund
### Annual Financial Report

### 2010 totals
- Capitalization of the fund: 1,488,138.00
- Funds available for disbursement: 73,589.81
- Funds allocated in round 1: 36,706.57
- Funds allocated in round 2: 36,871.20
- Total funds disbursement for 2010: 73,577.77
- Unallocated funds returned to capital: 12.05

### 2010 Round 2
#### Applications Received by Applicant Category
<table>
<thead>
<tr>
<th>Category</th>
<th>Total Funds Requested</th>
<th>58 applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>2,283.00</td>
<td>6 applications</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>15,986.95</td>
<td>3 applications</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>14,296.66</td>
<td>19 applications</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>3,145.00</td>
<td>1 application</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>15,750.70</td>
<td>11 applications</td>
</tr>
<tr>
<td>Groups</td>
<td>13,429.99</td>
<td>18 applications</td>
</tr>
<tr>
<td>Special Academic</td>
<td>0.00</td>
<td>0 applications</td>
</tr>
<tr>
<td><strong>Total Funds Requested</strong></td>
<td><strong>107,186.06</strong></td>
<td></td>
</tr>
</tbody>
</table>

#### Allocations
<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Funded Status</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>3,150.00</td>
<td>3 funded, 3 not funded</td>
<td>8.5%</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>0.00</td>
<td>2 not funded, 1 ineligible*</td>
<td>0.0%</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>7,786.00</td>
<td>ineligible*</td>
<td>19.1%</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>750.00</td>
<td>1 funded</td>
<td>2.0%</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>736.00</td>
<td>ineligible*</td>
<td>2.0%</td>
</tr>
<tr>
<td>Groups</td>
<td>24,449.20</td>
<td>15 funded, 3 not funded</td>
<td>66.3%</td>
</tr>
<tr>
<td>Special Academic</td>
<td>0.00</td>
<td></td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Amount Allocated</strong></td>
<td><strong>36,871.20</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*ineligible for primary consideration having received funding in 2009

#### Total Funds Allocated by Project Type
<table>
<thead>
<tr>
<th>Project Type</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel</td>
<td>13,772.00</td>
<td>37.4%</td>
</tr>
<tr>
<td>Equipment</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Teaching Enhancements</td>
<td>6,797.00</td>
<td>18.4%</td>
</tr>
<tr>
<td>Conferences</td>
<td>6,634.10</td>
<td>18.0%</td>
</tr>
<tr>
<td>Guest Speakers</td>
<td>7,118.10</td>
<td>19.3%</td>
</tr>
<tr>
<td>Research</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other**</td>
<td>2,550.00</td>
<td>6.9%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>36,871.20</td>
<td></td>
</tr>
</tbody>
</table>

** includes: performance rights for a play, research assistance and costumes for a public production of a play; support staff professional development
## Arts Endowment Fund
### Annual Financial Report

#### 2010 Round 1

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capitalization of the fund</td>
<td>1,488,138.00</td>
<td></td>
</tr>
<tr>
<td>Funds available for 2010</td>
<td>73,589.81</td>
<td></td>
</tr>
<tr>
<td>Funds allocated in 2010</td>
<td>73,589.81</td>
<td></td>
</tr>
<tr>
<td>Surplus to be allocated to 2nd round</td>
<td>36,883.24</td>
<td></td>
</tr>
</tbody>
</table>

#### Total applications received

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>2,283.00</td>
<td>1 application</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>15,986.95</td>
<td>14 applications</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>14,296.66</td>
<td>9 applications</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>3,145.00</td>
<td>2 applications</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>15,750.70</td>
<td>9 applications</td>
</tr>
<tr>
<td>Groups</td>
<td>13,429.99</td>
<td>6 applications</td>
</tr>
<tr>
<td>Special Academic</td>
<td>2,094.60</td>
<td>1 application</td>
</tr>
</tbody>
</table>

#### Amount allocated

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support Staff</td>
<td>1,500.00</td>
<td>1 funded</td>
</tr>
<tr>
<td>Undergraduate Students</td>
<td>4,210.00</td>
<td>9 funded, 5 ineligible</td>
</tr>
<tr>
<td>Graduate Students</td>
<td>7,835.79</td>
<td>6 funded, 2 ineligible*, 1 not funded</td>
</tr>
<tr>
<td>Sessional Instructors</td>
<td>3,145.00</td>
<td>2 funded</td>
</tr>
<tr>
<td>Faculty Members</td>
<td>7,670.78</td>
<td>4 funded, 5 not funded</td>
</tr>
<tr>
<td>Groups</td>
<td>11,595.00</td>
<td>5 funded, 1 not funded</td>
</tr>
<tr>
<td>Special Academic</td>
<td>750.00</td>
<td>1 funded</td>
</tr>
</tbody>
</table>

*ineligible having received funding in 2009

#### Total Funds Allocated by Project Type

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel</td>
<td>19,175.79</td>
<td>52.20%</td>
</tr>
<tr>
<td>Equipment</td>
<td>595.00</td>
<td>1.60%</td>
</tr>
<tr>
<td>Teaching Enhancements</td>
<td>2,305.00</td>
<td>6.30%</td>
</tr>
<tr>
<td>Conferences</td>
<td>9,490.78</td>
<td>25.90%</td>
</tr>
<tr>
<td>Guest Speakers</td>
<td>1,140.00</td>
<td>3.10%</td>
</tr>
<tr>
<td>Research</td>
<td>$-</td>
<td>0.00%</td>
</tr>
<tr>
<td>Other**</td>
<td>4,000.00</td>
<td>10.90%</td>
</tr>
</tbody>
</table>

** includes: student development, staff professional development, renovations/refurbishing, registration fees
## Arts Endowment Fund
### Annual Financial Report

<table>
<thead>
<tr>
<th>2009</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Capitalization of the fund</td>
<td>1,373,917.00</td>
<td></td>
</tr>
<tr>
<td>Funds available for 2009</td>
<td>73,590.00</td>
<td></td>
</tr>
<tr>
<td>Funds allocated in 2009</td>
<td>73,589.60</td>
<td></td>
</tr>
<tr>
<td>Unallocated funds returned to capital</td>
<td>0.40</td>
<td></td>
</tr>
</tbody>
</table>

| Total applications received               | 120,941.25           | 75 applications      |
| Support Staff                             | 3,590.00             | 2 applications       |
| Undergraduate Students                    | 18,757.89            | 21 applications      |
| Graduate Students                         | 57,152.61            | 35 applications      |
| Sessional Instructors                     | 6,305.75             | 2 applications       |
| Faculty Members                           | 35,135.00            | 15 applications      |

| Amount allocated                          | 73,589.60            | 58 applications funded |
| Support Staff                             | 3,590.00             | 2 funded 4.9%          |
| Undergraduate Students                    | 12,855.60            | 16 funded, 4 ineligible*, 1 not funded 17.5% |
| Graduate Students                         | 39,630.00            | 30 funded, 4 ineligible*, 1 not funded 53.9% |
| Sessional Instructors                     | 2,805.00             | 1 funded, 1 not funded 3.8% |
| Faculty Members                           | 14,700.00            | 9 funded, 1 ineligible*, 5 not funded 20.0% |
| **ineligible for having received funding in 2008** | 100.0%               |

| Total Funds Allocated by Project Type     |                      |                      |
| Travel                                   | 50,453.00            | 68.6%                |
| Equipment                                | 590.00               | 0.8%                 |
| Teaching Enhancements                    | 6,505.00             | 8.8%                 |
| Conferences                              | 1,712.00             | 2.3%                 |
| Guest Speakers                           | 2,000.00             | 2.7%                 |
| Research                                 | 0.00                 | 0.0%                 |
| Other**                                  | 12,329.00            | 16.8%                |

** includes: student development, staff professional development, renovations/refurbishing, registration fees
TO: Jeff Taylor, Chair, Arts Faculty Council

FROM: Greg Smith, for Lisa Bednar, Chair, Equity, Diversity & Human Rights Committee

SUBJECT: Report of the Equity Diversity and Human Rights Committee 2015-16

March 21, 2016

The Equity Diversity and Human Rights Committee (EDHR) has met four times since the last committee report to Faculty Council (June, October, December 2015, March 2016).

The committee continues to benefit from the input from the University of Manitoba’s Diversity Consultant who sits as a non-voting, ex officio member of the committee. The Committee has also provided feedback --from the Faculty of Arts’ perspective-- to the Diversity Consultant’s initiatives. This year, the EDHR offered feedback on the ongoing matter of accommodation of religious holidays/cultural events; the Indigenous Hiring and Retention Strategy document for support staff; inclusive wording in job advertisements; and the Diversity & Equity Assessment Tool (DEAT).

The Committee also began discussions on the issue of workload for instructors and the gender balance or imbalance within that cohort of Arts academic staff.

Finally, the Committee is in the process of reviewing its terms of reference in order to align them with current concerns and processes in the Faculty of Arts relating to equity and diversity.
DISCIPLINARY HEARINGS

From February 9 to March 31, 2016, I chaired 5 disciplinary hearings. There are several more scheduled during the month of April.

Please note that it is the Head’s responsibility to report all allegations of dishonesty to the Dean’s Office. The integrity of our degrees depends on academic honesty. Please process first cases of plagiarism and forward all other cases to our office.

SPECIAL EVENTS

The Western Deans Conference, February 25-27, 2016, Victoria, B.C.

I was invited to be part of the organizing committee of this year’s conference. We decided to have more open discussions on topics that would have a broad appeal to deans and associate deans of Western Canadian universities. Our agenda was:

1. “Civility and the Workplace” (Louise Renée, Associate Dean of Arts, University of Manitoba)
2. “Leadership for Chairs and Heads” (Danny Blair, Associate Dean of Science, University of Winnipeg)
3. “Defending Liberal Education” (James Currie, Dean of Science, University of Winnipeg)
4. “Science and Indigenous Achievement and Engagement” (Krystyna Koczanski, Associate Dean of Science, University of Manitoba)
5. Open Session: “How are you dealing with...?” (Fiono Greeen, Associate Dean of Arts, University of Winnipeg)

There was a very lively discussion in all of the sessions and the 45 participants seemed to have enjoyed it very much. Next year’s host will be the University of Saskatchewan.

COMMITTEES

Associate Deans Undergraduate Committee

This committee met on March 8 to discuss the reports of three working groups on medical notes, S-courses and common minimum penalties.
Academic Integrity Working Group

This committee met on March 9 to discuss a draft of ethical tutoring guidelines and to receive updates from the subcommittees.

Teaching Excellence Committee

This committee met on March 9 to select two students for the Teacher Recognition Award.

International Student Centre Review Committee

With Steve Lecce, I was invited to give feedback to the review committee examining the International Student Centre. We met on March 16.

Philosophy Headship Committee

The committee met on March 17 to hear the candidate's talk on the present state and future vision of the department, and on March 30 to interview the candidate and make a recommendation.

Interdisciplinary Health Program Council

This committee met on March 21 to discuss the regulations surrounding direct entry to this new program.

Please note:

This is the last report I will be preparing as Associate Dean of our Faculty. On July 1, 2016, I will be taking a research leave and after that, I'll be retiring from the University.

I would like to take this opportunity to thank all of you for the privilege of working with you over the past two years as Associate Dean, and since 1984 in the Department of French, Spanish & Italian. I have been passionate about our Faculty and I'll always be a strong advocate of Arts. We have so much to offer our students and society at large – our contributions transcend all external rewards and get to the heart of what really makes life worth living.
UMGF ALLOCATIONS

Arts received its UMGF allocation. In the past, UMGF were requested to be awarded proportionally 2:1 MA to PhD. This year FGS has explicitly divided the allocations. Arts received an initial allocation of 5 PhD and 12 MA UMGFs. Most departments have now been offered one UMGF to their top ranked applicant. However, two departments are on a wait list for a PhD UMGF as we had fewer allocated then were ranked first. As a result, this year departments are not able to keep their first allocation if it is declined (as was past practice). To date, 5 PhD and 7 MA UMGF recommendations have been confirmed with departments to submit to FGS.

SSHRC INSIGHT GRANT COMPETITION RESULTS:

Arts applications: 11
Successful: 3 (27.2%)

University of Manitoba applications: 31
Successful: 8 (25.8%)
Average Request: $288,801
Average Award: $140,514

Total Applications: 1703
Successful: 527 (31.1%)
Average Request: $193,613
Average Award: $151,427

REMEMBER: PANEL REVIEWS FOR GRANTS

The Office of Research Services and the SSHRC Research Facilitators will again be offering an internal voluntary panel reviews for the major Social Sciences and Humanities Research Council of Canada (SSHRC) funding opportunities in 2016-2017. These reviews are designed to help applicants strengthen their SSHRC proposals and to give our applicants an added advantage in an increasingly competitive funding landscape. Faculty members have found that this process provides a better review of proposals and results in stronger applications moving forward to SSHRC. If you wish to take part in any of these panel reviews, please note the deadlines below. Participants should email a PDF copy of their application directly to Barb Hewitt in ORS, and you will receive feedback within a week to ten days.

**Insight Grants**
Panel Review: 07 Sep 2016
ORS Deadline: 28 Sep 2016
SSHRC Deadline: 15 Oct 2016

**Partnership Development Grants**
ORS Deadline: 16 Nov 2016
SSHRC Deadline: 30 Nov 2016

**Insight Development Grants**
ORS Deadline: 16 Jan 2017
SSHRC Deadline: 03 Feb 2017
Report to Faculty Council

4 April 2016

Greg Smith (Associate Dean, Graduate, Space, Curriculum, Internationalization)

Graduate

BFARs
Standardized language regarding BFARs for graduate programs that emerged from the first cohort of departments undertaking self-review is now making its way to Senate. While each unit is still required to participate in an in-house review and assessment of its own self-defined BFARs, the standard language will be suggested for use in any official documentation that results from the process. Any unit that decides it has additional or exceptional BFARs, beyond what the general language captures, is free to add those to its academic degree requirements.

Dean of FGS
Dr. Todd Mondor (Psychology) has been appointed Acting Vice-Provost (Graduate Education) & Dean (Faculty of Graduate Studies) effective 1 April 2016. Please direct all FGS related correspondence to Dr. Mondor. Dr. Diane Hiebert-Murphy remains the Associate Dean Graduate Studies with responsibility for Faculty of Arts graduate programs and awards.

Curriculum/CPAC submissions: 15 May Deadline

CPAC: Summer 2016 meeting
Course and program changes for undergraduate and graduate programs are due in the CPAC office (Vicky Warkentin, Recording Secretary to CPAC) by May 15.

Units are reminded to ensure that they have followed up on notifications for support sent to them concerning changes in other units. The addition, substitution or elimination of courses by other units (including the Université de St. Boniface) may have consequences for your own courses or programs, requiring modifications to course lists or to your own course descriptions. Please treat requests for support for course or program changes as possible triggers for your own action items as well.

Aurora & Waitlists
With the activation of the waitlist functionality on Aurora Student starting this fall, students who ask about getting into temporarily full sections of courses should be directed to place their name on the waitlist and await an email notification if and when a spot becomes available. The system will automate notification of free spots to students in order of their waitlist position with a 24 hr action window in which they must accept or decline the open seat.

Space Issues

Classrooms
Upgrades to classrooms and student spaces in Tier, Isbister as well as University College will resume in late April. These will include installation of technology, or replacement of old screens, older model digital projectors, as well as related computer hardware. New furniture has been
ordered for more classrooms and some public spaces in U College. Once installed, there will be some adjustments to classroom capacities.

**Bulletin Boards**

Following a recent episode of arson, the fire marshal has ordered the removal of all bulletin boards in and near stairwells. Physical Plant has been notified to remove all such boards in Tier and Fletcher Argue. A limited number of bulletin boards with locked covers will be installed in certain locations in the future. Please note that there can be no posting of any materials at all on walls on or near stairwells.

**Internationalization**

The Université de Caen Basse-Normale has received Erasmus Plus funding to support two students from the University of Manitoba to come and study at their institution. Our students would receive roughly 800€ per month to help cover their costs of attending university in France. We are hoping to make use of this funding scheme in future years by encouraging our European partners to put in requests for the Erasmus Plus funding so that more of our students can participate in student exchange and complete some of their degree requirements while abroad. If you have any students interested in studying in Europe, please encourage them to visit the International Centre for Students on the 500 level of University Centre and discuss these options, or meet with Vicky Jolicoeur in the Faculty of Arts advising office.
April 1, 2016

TO: Arts Faculty Council

FROM: Arts Executive Committee

SUBJECT: Department of Economics Council bylaws

The Arts Executive Committee has requested that a motion put forward at its meeting on March 24, 2016 be referred to Arts Faculty Council.

MOTION: to advise Faculty Council that Art Faculty Executive Committee fully supports the new Economics Department Council bylaws (E. Jones/H. Marx)

The motion was unanimously carried.
The Effects of Budget Cuts on Students, Administrative Staff, Individual Departments and Programs in the Faculty of Arts

Submission from the Department of Political Studies

Budget cuts have had significant consequences for the Department of Political Studies. Between 2008-09 and 2015-16, the department declined by 4.5 FT faculty positions. We have lost roughly a third of our department over the past 8 years. Further, while an untenured member departed in 2013, this position has not yet been filled.

The decline in FT faculty positions has meant that the department has struggled to cover core/required courses in the undergraduate program, instead often relying on per-course instructors to do so. This situation is dire enough that the department is facing the prospect of restructuring its undergraduate curriculum from one developed for a larger department to one that is appropriate for a smaller department. Further, this decline has meant that there are fewer faculty members to supervise M.A. students, and enrolments in our M.A. program have declined.

A more recent problem related to budget cuts is a decline in funding for per-course instructors. Members of our department receive teaching release as a result of both significant administrative service and success in attaining grants to support our research. The department therefore depends on per-course instructors to fill the resulting gaps. A decline in funding for these instructors calls into question our ability to offer an undergraduate curriculum in Political Science that covers all the discipline’s subfields.
BALLOT

Please vote for only one option by placing an "x" into the corresponding box.

MOTION BEING CONSIDERED
(See Attachment #4.4, Arts Faculty Council Agenda, April 13, 2016):

MOTION TO APPROVE THE DEPARTMENT OF ECONOMICS BYLAWS AS SUBMITTED

<table>
<thead>
<tr>
<th>I APPROVE THIS MOTION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>I DO NOT APPROVE THIS MOTION</td>
<td></td>
</tr>
</tbody>
</table>