Faculty of Arts

Faculty of Arts Council
Tuesday, April 10, 2012
306 Tier
2:30 PM TO 4:30 PM

AGENDA

1. Adoption of the Agenda [for approval]

2. Minutes of the February 8, 2012 Meeting [for approval]

3. Business Arising from the Minutes

   There was no business arising from the minutes.

4. New Business

   4.1 Report of the Academic Regulations Policy Committee [for approval]
   4.2 Teaching Excellence Committee Terms of Reference [for approval]
   4.3 Report of the Nominating Committee: Meeting of March 14, 2012 [for approval]
   4.4 Election of Senators
   4.5 Election of members of the Equity, Diversity & Human Rights Committee
   4.6 Annual Report of the Executive Committee & Nominations [for approval]

5. Committee Reports for information

   5.1 Annual Report of the Endowment Fund [for information]
   5.2 Annual Report of the Teaching Excellence Committee [for information]
   5.3 Annual Report of the Research Committee [for information]
   5.4 Annual Report of the Academic Regulations Appeals Committee [for information]
   5.5 Annual Report of the Academic Regulations Policy Committee [for information]
   5.6 Annual Report of the Rules & Procedures Committee [for information]
   5.7 Annual Report of the Course and Program Advisory Committee [for information]
   5.8 Annual Report of the Local Discipline Committee [for information]
   5.9 Annual Report of the Local Area Safety & Health Committee [for information]
   5.10 Annual Report of the Equity, Diversity and Human Rights Committee [for information]

6. Report of the Dean and Associate Deans

   6.1 Dean’s Report
   6.2 Associate Deans’ Reports

7. Information Items

8. Question Period  Questions should be submitted by 10:00 a.m. April 9th

9. Adjournment

Please forward REGRETS ONLY to Janice Gripp, Secretary to Arts Faculty Council by phone at 8439 or email at jgripp@cc.umanitoba.ca.
Faculty of Arts Council  
February 8, 2012  
206 Fletcher Argue Building  

MINUTES


Presentation on University Migration to Exchange – Brian Mitchell from Learning and Development Services

Mr. Mitchell gave a high level overview of the upcoming migration of all University employees to the new Microsoft Exchange Outlook email server as well as the migration from Corporate Time to Exchange Calendar.

1. Adoption of the Agenda

MOTION: That the agenda be adopted as submitted (G. Smith)  
CARRIED

2. Minutes from the Previous Meeting

MOTION: That the minutes of December 13, 2011 be approved as circulated. (T. Mondor)  
CARRIED

3. Business arising from the minutes

There was not business arising from the minutes

4. New Business

4.1 Course Programs & Approval Committee Report

There was no discussion or questions regarding the report.

4.2 Strategic Resource Planning Advisory Committee Report

Dean Taylor outlined how the Strategic Resource Planning Advisory Committee was formed. He noted that there were twelve members; the three Associate Deans, four members of Department Head Council, three members of Faculty Executive Committee, the Dean’s Executive Assistant (Finance) and himself. He continued by outlining the format of the Strategic Resource Plan. He outlined what the committee has accomplished to date. E. Comack spoke on the development of the Mission, Vision and Values section of the report. She feels that it may still change or be revised, but overall she feels that the intent of the first paragraph is that “we matter” and it a solid overview of the faculty. She also outlining the Vision and Values sections and noted that it was a rather daunting task in a faculty that is as diverse as the Faculty of Arts.
M. Joyal spoke on the SWOT (Strength, Weaknesses, Opportunities and Threats) analysis. He noted that the strengths were the easiest section to complete and was really a matter of limiting how much we could include. The committee felt it was important to speak to the students and alumni before speaking about faculty. He noted that the committee struggled with the first weakness without compromising our efforts. He clarified that half time appointments are referring to retirements and that the funding from these positions is not available for base funded positions.

Dean Taylor continued with the Strategic Priorities portion of the document. He noted he has established three priorities, which are similar to priorities established in previous years. These priorities are Learning, Research, and Outstanding Workplace.

He noted that the committee will continue working on the areas of carry-over, a 3% budget reduction scenario and new requests.

Dean Taylor asked for feedback or comments. B. Jarvis commented that she appreciated the transparency of the process. It was also noted that the plan does not seem to have much focus on cross-collaboration. Dean Taylor explained that there is some talk of new initiatives within the cluster structure and Administration has acknowledged that it will provide funding for projects that work within the framework of cross collaboration. Susan Prentice noted that there used to be talk of funding for research in the social science area. A. Young asked whether there could be additional funding put towards research.

Dean Taylor noted that he would put the slide deck up on the website along with the agenda material.

5. Dean's and Associate Dean Reports

7. Question Period

A question was asked about the rumors of the potential splitting up of the Faculty of Arts? Dean Taylor replied that there has been no indication made to him regarding the splitting of the faculty. He noted that the news that has been reported is as much as he knows at this point in time. What Provost's Council has been told is that there will be a conversation regarding possible academic restructuring. The current focus for this calendar year is in the Health Sciences area. The total time to roll this out completely is up to 2017. He is not in favour of splitting the faculty and he will be sure to share any news he may hear.

8. Adjournment

MOTION: That the meeting be adjourned at 4:00 (R. O'Kell)
DATE: March 14, 2012
TO: J. Taylor, Dean, Faculty of Arts
FROM: A. Osborne, Chair, Faculty of Arts Academic Regulations Policy Committee
SUBJECT: Report of the Faculty of Arts Academic Regulations Policy Committee

PREAMBLE

The terms of reference of the above Committee stipulate that it shall recommend to Faculty Council, through the Arts Executive Committee, with respect to undergraduate regulations relating to admission, General, Advanced and Honours degree programs, examinations, grading system, required performance levels and all requirements for receiving degrees. At its meeting of February 15, 2012, the Committee discussed the following matters.

1. Proposal from the Dean’s Office for the Introduction of a Double Advanced Major.

OBSERVATIONS:

In 2008, Arts Faculty Council approved a recommendation that allowed students in the B.A. General and Advanced degree programs to declare a double major. Students in the General degree program can complete a double major within the 90 credit hours required for the degree but students in the Advanced degree program who choose to complete a double advanced major complete a minimum of 138 credit hours.

The Dean’s Office has reviewed the effects of allowing a student to declare a double advanced major and now believes that it is unreasonable to expect students to complete a four-year degree by having to take more than the normal 120 credit hours.

In 2008, it was known that students who choose to complete a second advanced major in lieu of a minor will complete a minimum of 138 credit hours, as follows:

<table>
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<tr>
<th>Minimum Credit Hours</th>
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<tr>
<td>1st Advanced major</td>
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<tr>
<td>2nd Advanced Major</td>
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<tr>
<td>Electives required outside the declared major(s)</td>
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<td>Total</td>
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While most advanced major programs require 48 credit hours, there are three exceptions. The advanced majors in Anthropology and Film Studies contain 60 credit hours and Drama has 54 credit hours. Students who choose to complete a double advanced major from one or two of these areas will be required to complete from 138 to 162 credit hours of course work.

Depending on the combination of advanced majors selected, it will take such students approximately five to six years to complete their programs. Therefore, those interested in completing two advanced majors may find doing so impossible due to the extra time needed to complete the degree and the additional course costs. A number of similar programs at other Canadian institutions and some American universities have been examined by staff in the Dean’s Office. A review of institutions that offer double majors found that most could be completed within four years and were normally accompanied by a reduction in the credit hours required within each discipline and/or electives.

Furthermore, the Dean’s Office recently received a request from the Department of English, Film and Theatre for a 120 credit hour double advanced major. As a result, the Dean’s Office modeled a Double Advanced Degree program after the current Faculty of Arts Double Honours program, in which the number of courses in each honours subject is reduced given the specialization in two disciplines.

**PROPOSED DOUBLE ADVANCED DEGREE PROGRAM**

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<th>Credit Hours</th>
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<td>1&lt;sup&gt;st&lt;/sup&gt; Double Advanced major</td>
</tr>
<tr>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Double Advanced major</td>
</tr>
<tr>
<td>Electives required outside the declared major(s)</td>
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<td>Total</td>
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The proposed double advanced major within a 120 credit hour degree provides greater opportunity for those students who wish to undertake study in two major areas in the Faculty of Arts. It was recognized that a student will choose to complete a double advanced major for a variety of reasons: personal interest, development and knowledge and skills for further education or for a career or preparation for graduate schools. Therefore within the Advanced degree program, the proposal would allow a student to complete a) a single advanced major with a minor, i.e., a 120 credit hour degree, or b) a double advanced major program requiring two 42 credit hour majors and no minor, i.e., a 120 credit hour degree.

The proposed advanced major program in the Faculty of Arts will permit students to complete a double advanced major in any Arts program offering a 42 credit hour double advanced major. Departments/programs that currently offer advanced majors will be encouraged to introduce a 42 credit hour double advanced major program. The program will be referred to as a double advanced major rather than a joint advanced major because the reference to a joint program generally implies that there is a relationship between the two chosen disciplines. Allowing students to complete any combination of double advanced major programs offered by the Faculty of Arts provides a greater number of options and flexibility within the Arts degree program.
RECOMMENDATIONS:

It was unanimously RECOMMENDED that:

1. The current Advanced Major program be referred to as the Single Advanced Major program.
2. The Faculty of Arts approve the introduction of a Double Advanced Major program.
3. Each Double Advanced Major will consist of 42 credit hours.
4. The number of electives in the Double Advanced Degree program be reduced to 36 credit hours.
5. Students be required to complete 27 of each of the 42 credit hours at the University of Manitoba in order to satisfy the residence requirement, i.e. 60% of 42 credit hours.
6. Students must apply and must satisfy admission requirements for entry to an Advanced degree program and the specific advanced major as per current regulations i.e. for entry to a major(s) requiring courses from only one department, the Faculty requirement is a grade of ‘C’ or better in all courses which are eligible to count towards the major. For entry to a major(s) requiring courses from more than one department, the Faculty requirement is that the student must have an average of ‘C’ or better in all courses which are eligible to count toward the major. At the point of application to the Advanced degree program students must indicate their intention to complete a Single Advanced Major or a Double Advanced Major.
7. Double Advanced Majors be declared in programs offered by the Faculty of Arts.
8. Double Advanced Majors appear on the official transcript.
9. The Academic Calendar entry with respect to 3.2.4 Ten Faculty Requirements for Graduating with a B.A. Advanced Degree be changed as follows: [Additions noted in bold print; strikeouts indicate deletions.]

3.2.4 Ten Faculty Requirements for Graduating with a B.A. Advanced Degree

1) A student must successfully complete 120 credit hours from among the courses acceptable for credit in the Faculty of Arts (see Section 5.2), with a minimum Grade Point Average of 2.00 (i.e. "C" or better) on these 120 credit hours.

The 120 credit hours of passed coursework must include the remaining nine faculty requirements.

2) There must be at least six credit hours in Humanities subject fields, at least six credit hours in Social Science subject fields, and at least six credit hours in courses taught by the Faculty of Science (see Section 5.1.1).

3) There must be at least six credit hours completed in each of five different subject fields (as listed in Section 5.1.1). In addition, a subject field may also satisfy the requirement for a Humanity, or Social Science, or Science and at the same time satisfy the Mathematics or Written English requirement.

4) Major: There must be at least 48 credit hours which constitute a Single Advanced Major in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1). The student must have a Grade Point Average of 2.00 (i.e. "C") or better in courses where a final grade is recorded that are used toward the Major including only the last grade of any course that has been repeated and excluding any failed course(s). A student who declares only one a Single Advanced Major must also complete a Minor. A student who declares two a Double Advanced Majors will not be required or allowed to complete a Minor, but must complete the second Double Advanced Major in accordance with the requirements as
specified by the Major department. A Major may be declared once the prerequisite has been satisfied.

Note: Not every department offers an Advanced Major. See the departmental listings in Sections 8 and 9 for information.

Students with an Advanced Major in Global Political Economy will not be required or allowed to complete a separate field for a Minor for purposes of satisfying the degree requirements.

5) Minor: There must be 18 credit hours in a field that is different from the Advanced Major, and which constitute a Minor in one of the subject fields approved by the Faculty of Arts (see Section 5.1.1). A student who declares only one a Single Advanced Major must also complete a Minor. A student who declares two a Double Advanced Majors will not be required or allowed to complete a Minor. No course can be used to satisfy both the Advanced Major and the Minor requirement. A student having 18 credit hours in more than one subject field can declare only one of them as his/her Minor. A Minor may be declared once the prerequisite has been satisfied.

6) A student who declares a Single Advanced Major with a Minor must have at least 42 credit hours in subjects other than those used towards the Advanced Major and Minor subject fields. Similarly A student who declares two a Double Advanced Majors must have at least 42 36 credit hours in subjects other than those used towards the two Double Advanced Major subject fields.

7) Except for six special cases, a student's Advanced Majors and Minor cannot be from the same department. (For details on these six exceptions, see the departmental listings, in Section 8, for Classics; English, Film and Theatre; French, Spanish and Italian; German and Slavic Studies; Judaic Studies; and Native Studies.)

8) There must be at least 81 credit hours taught by the Faculty of Arts (may include up to 36 credit hours from the Department of Mathematics, Marcel A. Desautels Faculty of Music List A or Art History courses considered as Humanities, see Section 5.1.1), or which have been accepted on transfer as equivalent to courses taught by the Faculty of Arts.

9) There must be at least 42 credit hours numbered at or above the 2000 level.

10) Residency Requirement: A student in the B.A. Advanced degree program must complete University of Manitoba residency requirements (see Section 5.3 for details).

10. The Calendar entry with respect to 5.3 Residency Requirement be changed as follows: [Additions noted in bold print and strikeouts indicate deletions]

5.3 Residency Requirement

As indicated in Section 3 and Section 4, each of the four undergraduate degree programs has a residency requirement which requires that a minimum number of credit hours must be taken at the University of Manitoba itself in order to qualify for the degree. Effective September 2009, students admitted to the Faculty of Arts B.A. General, Advanced and Honours degree programs will also be required to satisfy a residency requirement on the Major(s), Advanced Major(s) or Honours subject(s) in addition to the residency requirement on the degree. Similarly students admitted to the B.A. Integrated Studies degree program will be required to satisfy a residency requirement on the Concentration in addition to a residency requirement on the degree.
2) B.A. Advanced Degree

a) Degree: To receive the B.A. Advanced degree, a student must successfully complete at least 60 credit hours of the required 120 credit hours at the University of Manitoba.

b) Advanced Major: Students must successfully complete at the University of Manitoba or through an approved University of Manitoba exchange program the hours of coursework in their Advanced Major as noted below:

• In an a Single Advanced Major requiring 48 to 57 credit hours, 30 credit hours must be completed at the University of Manitoba or through an approved University of Manitoba exchange program.

• In an a Single Advanced Major requiring more than 57 credit hours, 36 credit hours must be completed at the University of Manitoba

• In a Double Advanced Major requiring 42 credit hours, 27 credit hours must be completed at the University of Manitoba or through an approved University of Manitoba exchange program.

2. Proposal to Harmonize Four Specific Regulations between Arts, Science and U1

BACKGROUND:

Over the past year or so, in part prompted by Associate Vice-Provost Gottheil, administrators in the Faculty of Arts, Faculty of Science and University 1 have been reviewing degree regulations governing academic assessment and the Dean’s Honour List as well as the conditions and regulations governing the transiting process from University 1 to the Faculty of Arts or the Faculty of Science. The aim was to harmonize regulations so that movement from University 1 to either Arts or Science or subsequently from Arts to Science or Science to Arts could be completed very easily and so that, for the most part, students could expect the same regulations and procedures regardless of the faculty.

As a result of those discussions, changes to the following regulations were suggested.

1. Academic Standing Rules

OBSERVATIONS:

Prior to the autumn of 2006, when AURORA Student was implemented, the Faculty of Arts (Arts), the Faculty of Science (Science) and University 1 (U1) utilized the same method for academic assessment. Students were first assessed upon completion of 24 credit hours of course work and then at the end of every session thereafter according to a minimum performance table. Students were expected to achieve a ‘C’ average on fifty percent of their courses to remain in good academic standing, and could not accumulate more than 48 credit hours of failed and, or repeated courses i.e., additional attempts. Students who transited to Arts or Science were assessed in accordance with the minimum performance table and were transited in good standing or on probation.

With the introduction of Aurora Student, Arts, Science, and U1 each developed different methods for academic assessment, based on their specific needs and the capabilities of existing technology. At that time, Senate mandated that the minimum admission requirement for most faculties would be a 2.00
cumulative GPA. As a result, University 1 changed its academic assessment criteria to require students to have a 2.0 cumulative GPA at each point of assessment or else they would be placed on probation and ultimately suspension. For example, a U1 student with 24 credit hours of ‘C’ grades and 6 credit hours of ‘D’ grades would be on probation in University 1 but in good standing in Arts or Science. Such students would not be eligible to transit to Arts or Science because their cumulative GPA is below 2.00 even though Arts or Science would be prepared to admit them on the basis of an adjusted average i.e., a 2.00 GPA on the best 24 credit hours, provided that they had not exceeded the limit on ‘F’ and ‘D’ grades allowed by Arts and Science.

The different academic assessment criteria for Arts, Science and University 1, the new Senate-approved admission requirements and the limited transiting functionality caused problems for students and administrators. The U1 academic assessment regulations result in students being required to perform at a higher academic level than that which is required for admission to Arts or Science. As a result, many students in U1 are either suspended without the benefit of admission to Arts and Science, or stay in U1 much longer than was intended for that program.

The required minimum entrance standard of a 2.00 CGPA for transiting to Arts or Science and the inability of the transiting functionality to assess students for admission on the basis of Arts or Science adjusted GPA has resulted in a large number of students (approximately 600 per year) being unable to progress beyond U1 into a degree-granting faculty.

When University 1 was introduced, it was generally understood that for the purpose of entry to either Arts or Science, a University 1 student was “deemed” to have already been in either Arts or Science so that at the point of entry to Arts or Science the same academic assessment criteria would be applied. It is therefore necessary that Arts, Science and U1 have the same academic assessment criteria to facilitate the movement from University 1 into Arts or Science and subsequently Arts to Science or Science to Arts. In addition, with the recent move to admit students directly from high school into Arts or Science, it is important to have the same academic assessment criteria to ensure that students entering Arts or Science from U1 are not disadvantaged.

*Current Practice in the Faculty of Arts*

With the 2006 implementation of AURORA Student, both Arts and Science adopted a quantitative method of academic assessment. The main difference between Arts and Science assessment criteria is that Arts limits the number of ‘F’ and ‘D’ grades that a student can accumulate and Science limits the number of ‘F’ grades only. Specifically, Science limits students to a maximum 36 hours of ‘F’ grades and Arts limits students to a maximum 30 credit hours of ‘F’ grades or 42 credit hours of a combination of ‘F’ and ‘D’ grades. Initially, Arts believed that we should limit the number of ‘D’ grades as well as ‘F’ grades because both are considered poor. It was also thought that a student who continues to accumulate ‘D’ grades is in jeopardy of not achieving the 2.00, or ‘C’, average required for graduation. Students who exceed the limit of poor grades permitted in their faculties are placed on academic suspension.
Arts has now had five years of experience applying academic assessment criteria that limit 'F' and 'D' grades. A review of Arts academic assessment criteria reveals that many students who were placed on academic suspension because of 'D' grades were able to compensate for those poor grades. We examined the records of the 102 students who were suspended in 2009 and 2010. Of the 102 students, 52 were placed on suspension because they exceeded the limit of 30 credit hours of 'F' grades and 50 were placed on academic suspension because they exceeded the 42 credit hours of combined 'F' and 'D' grades. However, 37 of these 50 students had a degree GPA of greater than 2.00. This indicates that many students who obtain a 'D' grade eventually compensate for it and attain a high enough average to graduate. Since 'D' grades are passing grades they are not in the same category as 'F' grades. The number of students who continually perform at a 'D' level is very low and rather than place these students on academic suspension, other processes can be used to advise these students in order to ensure their success.

**Proposed Changes in the Faculty of Arts**

As a result of this review, Arts is recommending the adoption of Science’s academic assessment criteria and recommends limiting the number of 'F' grades only in an Arts degree. A student would no longer be placed on academic suspension for 'D' grades. A student who accumulates 'D' grades and has a GPA = or < 1.75 will be carefully monitored and identified for intrusive advising. See Administrative Notes below.

The Faculty of Science will adopt the Faculty of Arts’ criteria with respect to term of suspension and conditions for reinstatement. University 1 will adopt the proposed Arts Academic Standing Rules.

**RECOMMENDATIONS:**

It was unanimously RECOMMENDED that the current Academic Calendar entry governing academic assessment criteria i.e., Maximum Number of 'F' and 'D' Grades Permitted be revised as follows:

[Additions noted in bold print; strikeouts indicate deletions.]

5.10 Maximum Number of “F” and “D” Grades Permitted on Courses Acceptable for Credit in Arts

Each student in the Faculty of Arts will be placed on academic suspension for one year regardless if there has been evidence of improved performance if they have:

more than -36 credit hours of “F” grades, or

more than 42 credit hours of a combination of “F” and “D” grades.

Following the one year suspension, the student may return upon application to the Faculty of Arts General Office by selecting one of the following irreversible options:

(a) to continue with no possibility of further “F” or “D” grades. Any further “F” or “D” grades will result in academic suspension for two years. (Following the two year suspension, the student may apply to the Faculty of Arts General Office to return to start afresh.)
Or

(b) start afresh, with their previous work not counting towards satisfying degree requirements.
(In either case this does not mean that the previous coursework will be removed from the student history or transcript.)

Administrative Notes:

- There will only be two formal assessment categories: Minimum Met (MM) and Academic Suspension.
- Students will be assessed as MM if they have accumulated fewer than 36 credit hours of 'F' grades.
- Categories of students who risk exceeding the limit of 'F' grades will be identified. Similarly, students who continue to perform marginally i.e., have a GPA of = or < 1.75 will also be identified for intrusive advising. Additionally, students who are nearing completion of half of their degree (48 credit hours or more) with a DGPA of <2.00 will be identified and advised.
- Students identified in any of the warning categories will receive intrusive advising to assist with improving their academic standing. See Appendix 1 for details.

2. Transiting Rules from University 1

OBSERVATIONS:

When University 1 was introduced, it was generally understood that for purposes of entry to either Arts or Science, a University 1 student was “deemed” already to have been in either Arts or Science so that at the point of entry to Arts or Science the same academic assessment criteria would be applied. Prior to the autumn of 2006, University 1 students who had completed 24 or 27 credit hours of course work could remain in University 1, apply for admission to another faculty or school, or transit to the Faculty of Arts or Science. Students who had completed fewer than 24 credit hours of course work were required to remain in University 1. Students were required to leave University 1 at 30 credit hours; those required to leave would apply for admission to another faculty or school or transit to the Faculty of Arts or Science. Students who transited to Arts or Science were transferred in good standing or on probation. It is therefore necessary that Arts, Science and U1 have the same academic assessment criteria to facilitate the movement from University 1 into Arts or Science and subsequently Arts to Science or Science to Arts.

Currently, many students are remaining in University 1 beyond 30 credit hours and no longer have the same needs as first year students. They require detailed degree program advice that is best provided by their chosen faculty or school.

It was the consensus of Arts, Science and U1 that the original intention of U1 be supported through the harmonization of academic assessment procedures and revised transiting protocols to ensure:

a) progression of students from University 1 to a degree-granting faculty,

b) equitable entrance and academic assessment standards for U1 and direct-entry students,
c) the development of an academic advising strategy that focuses on early intervention and academic support for students performing below a specific standard.

The Faculty of Science and University 1 will adopt the same policy.

RECOMMENDATIONS:

It was unanimously RECOMMENDED that the current

The Academic Calendar entry governing Admission (Transit from University 1) be revised as follows: [Additions noted in bold print; strikeouts indicate deletions.]

2.1 Admission from University 1

University 1 students in good standing (2.00 cumulative grade point average) may transit to the Faculty of Arts or Science subject to the following conditions:

• Students in good standing who have completed at least 24 credit hours may choose to transit to the Faculty of Arts or Science.

• Students in good standing who have completed 30 credit hours or more of courses must choose to transit to Arts or Science, if not admitted to another faculty or school, prior to the next regular term of registration.

• Students who have completed 24 credit hours or more and who have not achieved a minimum cumulative grade point average of 2.00 may be eligible for special consideration and therefore should contact the Faculty of Arts for further information on transiting upon "Recommendation of the Dean."

• Students who have exceeded 30 36 credit hours of "F" grades or have more than a combined 42 credit hours of "F" and "D" grades are not admissible until a period of suspension is completed. Students may contact the Faculty of Arts for further information and advice.

3. Admission as a Transfer Student

If the proposal to modify Academic Standing Rules (Item 1 above) is accepted, then all students who go from University 1 to Arts would have the revised academic standing rules applied with respect to the number of 'F' grades permitted. For consistency, the same limit of 'F' grades should apply to transfer applicants (internal and external) who have equal to or greater than 24 credit hours of course work. In addition, the past practice of the Dean's Office has been to admit students on the basis of an adjusted GPA if they do not meet the University GPA of 2.00. This should be codified in the policy.

The Faculty of Science will adopt the same policy.
RECOMMENDATIONS:

It was unanimously RECOMMENDED that the current Academic Calendar entry for Admission as a Transfer Student be revised as follows: [Additions noted in bold print; strikeouts indicate deletions.]

2.2 Admission as a Transfer Student

Students transferring to the Faculty of Arts from another faculty or school at the University of Manitoba are called "internal transfers." Students transferring to the Faculty of Arts from another university or college are called "external transfers."

Transfer students must apply for admission to the Faculty of Arts at the Admissions Office or on-line at www.umanitoba.ca/applynow by the application deadline date.
For the University of Manitoba’s general policy on external transfer students and advanced standing, see the chapter on Admission to the University of Manitoba in this Calendar.

Students who apply to transfer to the Faculty of Arts must have completed no fewer than 24 credit hours of university level coursework and must have achieved a minimum grade point average of 2.00. Students who have completed 24 credit hours or more and who have not achieved at least a 2.00 grade point average may be considered for admission on the Recommendation of the Dean providing they have an adjusted grade point average of 2.00 on their best 24 credit hours of course work. Such students for special consideration and should contact the Faculty of Arts for information and advice. Students who have exceeded the maximum number of “F” and “D” grades permitted on courses acceptable for credit in Arts (see Section 5.10) will be considered for admission only if they have served the equivalent of a one year suspension term(s).

Anyone who has been placed on academic suspension by another faculty, school, or external institution will not normally be admissible if less than one year has elapsed since he/she had been placed on suspension. The waiting period will be increased to two years if the student has been placed on suspension more than once in consecutive years. For information regarding transfer credit see Sections 5.2.1 and 5.2.2.

4. Dean’s Honour List

OBSERVATIONS:

Currently Arts, Science and University 1 have different criteria for determining Dean’s Honour List eligibility. The current Dean’s Honour List (Honour Roll for U1) criteria for Arts, Science and U1 are as follows:

- Arts: 3.55 term GPA on a minimum of 9 credit hours
- Science: 3.80 term GPA on a minimum of 12 credit hours
- U1: 3.50 term GPA on a minimum of 12 credit hours

Since a significant number of students in U1 enter Arts or Science it would be logical to expect the same eligibility criteria for the Dean’s Honour List in U1, Arts and Science. Similarly, direct entry students to Arts or Science expect the same eligibility criteria for the Dean’s Honour list that is applied to U1 students.

The Faculty of Arts’ current criteria for inclusion on the Dean’s Honour List require a student to be registered in 9 credit hours per term and to attain a minimum GPA of 3.55. In May 2011, 953 Arts students were named to the Dean’s Honour List. Given that Arts enrolment is approximately 3,500
students, 27% of Arts students received this distinction. If the proposed Dean's Honour List criteria (a term GPA of 3.75 on a minimum of 12 credit hours) were applied to the same group of students, approximately 400 of them would no longer be eligible for this recognition.

To be eligible for the Dean's Honour List, it is proposed that students must attend university full-time, as is required for any other award based on scholarship (80% of normal load or a minimum of 12 credit hours per term). It is also proposed that the required GPA should be at a level that recognizes outstanding academic performance.

The Faculty of Science and University 1 will adopt the same policy.

**RECOMMENDATION:**

It was unanimously RECOMMENDED that the current Academic Calendar entry for Dean's Honour List be revised as follows: [Additions noted in bold print; strikeouts indicate deletions.]

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

**Dean's Honour List**

To qualify for this list a student must be registered in one of the four degree programs offered by the Faculty of Arts and complete at least 12 credit hours offered by the University of Manitoba during a term and attain a minimum Term Grade Point Average of $3.55 \leq 3.75$. The notation "Dean's Honour List" will be included on the student's transcript specific to that term.
Appendix 1: Risk Categories and Advising Interventions at each Assessment

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<th>Risk Category Criteria</th>
<th>Advising Intervention</th>
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<tr>
<td>Warning: 9-15 credit hours completed</td>
<td>Letter of assessment standing to include;</td>
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<tr>
<td>= or &lt;1.75 CGPA</td>
<td>- Invitation for Advisor Meeting</td>
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<td>- Self Assessment Tool and Resource List</td>
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<td>- Voluntary Attendance at Formula for Success Workshop</td>
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<td>Warning: 18-30 credit hours completed</td>
<td>Letter of assessment standing to include;</td>
</tr>
<tr>
<td>= or &lt;1.75 CGPA and/or = or &gt; 18 credit hours of F grades</td>
<td>- Indication F count total towards max. of 36 credit hours</td>
</tr>
<tr>
<td>&amp;</td>
<td>- Required Attendance at Formula for Success Workshop</td>
</tr>
<tr>
<td>= or &gt;1.75 CGPA and/or = or &gt; 18 credit hours of F grades</td>
<td>(Advisors Hold placed on student account)</td>
</tr>
<tr>
<td></td>
<td>(Resource List and Self-Assessment Tool provide at session)</td>
</tr>
<tr>
<td></td>
<td>- Invitation to Midterm Check Session</td>
</tr>
<tr>
<td>Warning: &gt;30 credit hours completed</td>
<td>Letter of assessment standing to include;</td>
</tr>
<tr>
<td>= or &lt;1.75 CGPA and/or = or &gt; 18 credit hours of F grades</td>
<td>- Indication F count total towards max. of 36 credit hours</td>
</tr>
<tr>
<td>= or &gt;1.75 CGPA and/or = or &gt; 18 credit hours of F grades</td>
<td>- Advisor hold to require advisor meeting</td>
</tr>
<tr>
<td></td>
<td>- Resource List and Self-Assessment Tool</td>
</tr>
<tr>
<td>Graduation Warning: &gt; 48 credit hours completed</td>
<td>Letter of warning regarding requirement of a 2.00 DGPA for graduation</td>
</tr>
<tr>
<td>&lt; 2.00 DGPA and no F grades</td>
<td></td>
</tr>
</tbody>
</table>
Invitation for Advisor Meeting:
An invitation for an advisor meeting will be issued to students to encourage a one-to-one meeting with an Academic Advisor early in the current term. This meeting would focus on the degree and course load planning, the use of the campus resources available and to determine if any other resources or support services would be of assistance.

Self-Assessment Questionnaire:
The self-assessment tool is designed to assist students to self-identify areas in which they are facing challenges by indicating specific factors or behaviours that may be contributing to their challenges and the on-campus resources available to assist them. The self-assessment tool is comprised of questions focusing on areas of time management, study skills and habits, employment, values and goals, anxiety and motivation, and issues of a personal nature. Students will be encouraged to complete the self-assessment questionnaire prior to meeting with an Academic Advisor and to bring along their responses for reflection and discussion at their meeting.

Formula for Success Workshop:
The Formula for Success Workshop is designed to help students develop a successful strategy for success during and after their first year. The workshop addresses the major obstacles some students face during their first year which can lead to persistent academic difficulties. Led by U1 Academic Advisors, the workshops show students new ways of planning their studies and approaching their coursework.

Students assessed as Early Warning will receive an invitation to attend this workshop; therefore participation in workshop at this stage is voluntary.

For students assessed as Warning participation in the workshop is mandatory. Students on Warning will receive a registration hold on their account to prevent further registration until they have attended this workshop.

Invitation to Midterm Check Session:
U1 Academic Advisors offer a Midterm Check Session to U1 students in late October/early November to review practical steps used in evaluating academic performance in courses. The purpose of this evaluation is to determine if students are on track with their academic goals, and if so, provide encouragement on how they can progress further but also if not, to identify changes and resources that can be implemented by students to improve the situation.
Students on Warning will be specifically targeted and invited to this session as another strategy to pursue continued communications with this large group of students at a relevant point in the term. The required Formula for Success Workshop identified the changes needed in planning and progress in the current term, and this session is intended to assist students with reflection, evaluation and making informed decisions about their academic plans.

Resource List:
The Resource List is a reminder of the resources available on campus, similar to the list sent out in the self-assessment tool. This list will be included with the invitation to the Midterm Check Session.
March 22, 2012

RE: TEACHING EXCELLENCE COMMITTEE TOR – REQUESTED CHANGES FOR FACULTY COUNCIL APPROVAL

Dear Faculty Council:

The Teaching Excellence Committee met on May 17, 2011 and discussed changes to the Terms of Reference for the Committee at that time, and also through subsequent e-mail communications.

The following changes were agreed upon and are included in the attached versions of the Terms of Reference:

- More specific wording: UMSU/UTS Students' Teacher Recognition Reception and selection of the Arts’ graduating student(s) in the Purpose section

- ‘non-voting as convenor’ added to the Composition section (Associate Dean Undergraduate is the ex officio and non-voting as convenor)

- Also in the Composition section: the undergraduate student member is ‘appointed by the Senior Stick’

- Language throughout the TOR was updated to reflect the correct current terminology

Sincerely,

Lori Wilkinson

/jc
TERMS OF REFERENCE
TEACHING EXCELLENCE COMMITTEE

The Teaching Excellence Committee is responsible to the Dean of Arts.

The Teaching Excellence Committee shall promote:
   i.  the institutional recognition of excellence in teaching;
   ii  mechanisms to support and improve teaching techniques;
   iii formative evaluation profiles of teaching; and
   iv  the dissemination of research on post-secondary instruction.

The Committee shall:
   i.  adjudicate the annual Graduate Student Teaching Excellence Awards; and
   ii  select the students who nominate Outstanding Teachers; and shall undertake
      other special projects related to the functions outlined above.

Membership of the Teaching Excellence Committee will be constituted of five (5) faculty
members and one (1) currently-registered Arts student member (selected by the Arts Student
Body Council), with the Associate Dean (Student Affairs) serving as an ex officio member
of the Committee. The Committee shall select a Chair.

Faculty members will be selected in accordance with Faculty of Arts by-laws governing the
selection of members to standing committees of the Faculty, and will normally serve for a
period of three (3) years. Membership will be on a rotational basis, with staggered terms of
office to provide continuity from one year to the next.

Approved by Arts Faculty Council, June 25, 1996
Teaching Excellence Committee  
Faculty of Arts  
Terms of Reference

AUTHORIZED:

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

PURPOSE:

The committee shall adjudicate the annual Graduate Student Teaching Excellence Awards and the annual Faculty of Arts Teaching Awards (sessional faculty, new faculty and established faculty). The Committee also reviews Arts nominations for the annual UMSU/UTS Students’ Teacher Recognition Reception and selects the Arts’ graduating student(s) who will represent the Faculty at this event.

TERMS OF REFERENCE:

1) The Teaching Excellence Committee shall promote:
   - the institutional recognition of excellence in teaching;
   - mechanisms to support and improve teaching techniques;
   - formative evaluation profiles of teaching; and
   - the dissemination of research on post-secondary instruction.

2) The committee shall select its own chair.

3) The committee shall review applications and select recipients for the Graduate Student Teaching Excellence Award and the Faculty of Arts Teaching Awards (sessional faculty, new faculty and established faculty).

4) The committee shall also undertake special projects related to the functions outlined above when necessary.

COMPOSITION:

1. The Dean of Arts (or designate, normally the Associate Dean, Undergraduate) – ex officio and non-voting as convenor.

2. Five academic faculty members elected by and from the members of Faculty Council for three year terms. Members shall have staggered terms of office to provide continuity from one year to the next.

3. One undergraduate student currently enrolled in the Faculty of Arts, appointed by the Senior Stick of the Arts Student Body Council.

Established and approved by Faculty Council (June 25, 1996)  
Revisions approved by Faculty Council (date)
Date: March 14, 2012

To: Arts Faculty Council

From: Sarah Elvins, Chair, Arts Nominating Committee

Re: 2012 Report on Committee Nominations

The Faculty of Arts Nominating Committee met on March 14\textsuperscript{th}, 2012 in order to discuss possible nominations to faculty-wide committees. As a result of our discussion, canvassing of faculty members and a mail in nomination process, the following list of nominees has been compiled. Pending any nomination from the floor (which would prompt an additional election), an election will only be necessary for the Equity Diversity and Human Rights Committee. All other vacancies have been filled without any extra nominees.

**Academic Regulations Appeals Committee (ARAC)**

Number of members needed: 2 Faculty Members
Replacing: Jorge Nallim, History
Rick Linden, Sociology
Term of office: July 1, 2012 – June 30, 2014 (2 Years)
Nominees: Len Kuffert, History
Rod Kueneman, Sociology

**Academic Regulations Policy Committee**

Number of members needed: 4 Faculty Members
Replacing: David Watt, English, Film, & Theatre
Erik Thomson, History
Esa Diaz-Leon, Philosophy
Rod Kueneman, Sociology
Term of office: July 1, 2012 – June 30, 2014 (2 Years)
Nominees: Stephan Jaeger, German & Slavic
David Drewes, Religion
Heidi Marx-Wolfe, Religion
Russell Smandych, Sociology
Local Area Safety & Health Committee

Number of members needed: 2 Faculty Members

Replacing:
Betsy Troutt, Economics
Roger Wilson, Psychology

Term of office:
July 1, 2012 – June 30, 2014 (2 Years)

Nominees:
Jason Leboe-McGowan, Psychology
Jonah Corne, English, Film, & Theatre

Leave Replacement Needed

Number of leave replacements needed: 1 Faculty Member

Replacing:
Fiona MacDonald, Political Studies

Term (length of leave):
July 1/12 – December 31, 2012

Nominee:
Debbie Kelly, Psychology

Local Discipline Committee

Number of members needed: 2 Faculty Members

Replacing:
Chris Tillman, Philosophy
Connie Cartmill, French, Spanish & Italian

Term of office:
July 1, 2012 – June 30, 2014 (2 Years)

Nominees:
Margaret Groome, English, Film, & Theatre
Sonia Bookman, Sociology

Endowment Fund Committee

Number of members needed: 3 Faculty Members

Replacing:
Greg Smith (History) – Humanities Rep

Term of office:
One member for July 1, 2012 – June 30, 2013

Nominees:
Enrique Fernandez, French, Spanish & Italian

Equity, Diversity and Human Rights Committee - ELECTION NECESSARY

Number of members needed: 2 Faculty Members

Replacing:
Tracey Peter, Sociology
David Churchill, History

Term of office:
July 1, 2012 – June 30, 2014 (2 Years)

Nominees:
Susan Frohlick, Women’s & Gender Studies
Liz Millward, Women’s & Gender Studies
Janine Montgomery, Psychology
Ravi Vaitheespara, History

Leave Replacement Needed

Number of leave replacements needed: 1 Faculty Member

Replacing:
Fiona MacDonald

Term (length of leave):
July 1/12 – December 31, 2012
Executive Committee

Number of members needed: 4 Faculty Members

Replacing: Arlene Young, English, Film, & Theatre
           Susan Prentice, Sociology
           Irwin Lipnowski, Economics
           Armelle St. Martin, French, Spanish & Italian

Term of office: July 1, 2012 – June 30, 2014 (2 Years)

Nominees: Fletcher Baragar (Assoc. Professor), Economics
          Randall Jamieson (Assoc. Professor), Psychology
          Wayne Simpson (Professor), Economics
          Arlene Young (Professor), English, Film, & Theatre

Leave Replacement Needed

Number of leave replacements needed: 3 Faculty Member

Replacing: Brenda Austin-Smith, English, Film, & Theatre
           July 1, 2012 – June 30, 2013 (1 year)

Nominee: Roisin Cossar, History

Replacing: Julie Guard, Labour Studies
           July 1, 2012 – December 31, 2012 (6 month)

Nominee: Jarvis Brownlie, History

Replacing: Mark Hudson, Sociology
           January 1, 2013 - June 30, 2013 (6 month)

Nominee: Jason Edgerton, Sociology

Research Committee

Number of members needed: 3 Faculty Members

Replacing: Chris Tillman, Philosophy
           Esyllt Jones, History
           Julia Witt, Economics

Term of office: July 1, 2012 – June 30, 2014 (2 Years)

Nominees: Pinaki Bose, Economics
          Christopher Powell, Sociology
          Adele Perry, History

Leave Replacements Needed

Number of leave replacements needed: 1 Faculty Members

Replacing: Erin Wilkinson, Linguistics
           January 1, 2013 – June 30, 2013 (6 months)

Nominees: Ian Hudson, Economics
Rules & Procedures Committee

Number of members needed: 2 Faculty Members
Replacing: Len Kuffert, History
Sonia Bookman, Sociology
Term of office: July 1, 2012 – June 30, 2014 (2 Years)
Nominees: Lorna MacDonald, Linguistics
Sonia Bookman, Sociology

Teaching Excellence Committee

Number of members needed: 2 Faculty Members
Replacing: Dimitrios Dentsoras, Philosophy
Roisin Cossar, History
Term of office: July 1, 2012 – June 30, 2014 (2 Years)
Nominees: Jason Leboe-McGowan, Psychology
Dominique Laporte, French, Spanish & Italian

Senate

Number of Senators needed: 7 Faculty Members
Replacing: Elizabeth Comack, Sociology
Roisin Cossar, History
Mark Gabbert, History
Ellen Judd, Anthropology
Judith Owens, Women’s & Gender Studies
Wayne Simpson, Economics
Arlene Young, English, Film, & Theatre
Term of Office: June 1, 2012 – May 31, 2015
Nominees: Tammy Ivanko, Psychology
Ellen Judd, Anthropology
Alan MacDonnell, French, Spanish & Italian
Mark Gabbert, History
Julie Guard, Labour Studies
Arlene Young, English, Film, & Theatre
Judith Owens, Women’s & Gender Studies

Leave Replacements Needed

Number of leave replacements needed: 1 Faculty Members
Replacing: Tina Chen, History
Term (length of leaves): July 1, 2012 – May 31, 2013 (11 months)
Nominees: Myroslav Shkandrij, German & Slavic
March 22, 2012

To: Arts Faculty Council

From: Jeffery Taylor, Dean of Arts

Subject: REPORT OF THE FACULTY OF ARTS EXECUTIVE COMMITTEE

The Executive Committee met four times during the past year: September 30, November 24, January 18 and March 27.

The committee’s terms of reference need to be changed to reflect Faculty Council’s decision to allow the Executive Committee to have certain approval powers regarding course and program changes. However, Faculty Council’s bylaws will have to be changed at the same time as the Executive Committee’s terms of reference, as the terms of reference stand as part of Faculty Council’s bylaws. A thorough review of Faculty Council’s bylaws will be undertaken in the near future, with the changes to the Executive Committee terms of reference included at that time.

The committee would also like to bring forward nominations for the Arts Nominating Committee.

Nominations Committee

Number of members needed: 4 Faculty Members
Replacing: Sarah Elvins, History
Michelle Faubert, English, Film, & Theatre
Luke Tromly, English, Film, & Theatre
Elizabeth Alexandrin, Religion

Term of office: July 1, 2012 – June 30, 2014 (2 Years)

Nominees: Judith Owens, Women’s & Gender Studies
David Watt, English, Film, & Theatre
Haskel Greenfield, Anthropology
Tracey Peter, Sociology
March 21, 2012

TO: Dean Jeffery Taylor, Chair, Arts Faculty Council

FROM: Greg Smith, Chair, Endowment Fund Committee, Faculty of Arts

SUBJECT: ANNUAL REPORT OF THE ARTS ENDOWMENT FUND COMMITTEE
Meeting of March 1, 2012

The Arts Endowment Fund Committee met to review and rank applications for Arts Endowment Funds for the January 2011 competition. There were 54 complete applications this year, of which 50 were funded. Attached is the financial report from the Arts Endowment Fund Committee meeting of 1 March 2012. The report includes the following data:

- capitalization of the fund
- total funds available for disbursement following the January 2011 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)

The committee decided to make a modest increase to the maximum allowable claim in request for travel awards as the current limits are no longer in line with reasonable domestic and international airfares and accommodation costs.

As always, contributions to the Arts Endowment Fund capital are welcome, and we continue to urge undergraduate and graduate student associations to consider (re)instating automatic annual contributions by their members.

GTS/jg

enclosure
### Funds Allocated for 2011

<table>
<thead>
<tr>
<th>% of Awarded Funds</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>73.26%</td>
<td>$3,000.00</td>
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<tr>
<td>17.3%</td>
<td>$726.76</td>
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<tr>
<td>14.0%</td>
<td>$1,009.87</td>
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<tr>
<td>1.3%</td>
<td>$97.65</td>
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<tr>
<td>0.7%</td>
<td>$50.00</td>
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<tr>
<td>0.2%</td>
<td>$4.83</td>
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</table>

#### Unallocated Funds

**Total Amount Allocated:** $3,330.00

- Senior Scholar Group
- Faculty Members
- Sessional Instructors
- Graduate Students
- Undergraduate Students

**Total Funds Requested:** $68,690.00

- 0 applications
- 22.94% 10 applications
- 4.24% 3 applications
- 1.11% 1 application
- 0.86% 1 application
- 0.37% 1 application
- 0.22% 1 application
- 0.22% 1 application

**Funds Available for Disbursement:** $1,446.98

---

**Faculty of Arts Endowment Fund**

---
<table>
<thead>
<tr>
<th>% of Awarded Funds</th>
<th>Change Over %</th>
<th>% of Awarded Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>90.0%</td>
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<td>75.1%</td>
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<td>84.3%</td>
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<td>67.5%</td>
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<tr>
<td>13%</td>
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<td>12%</td>
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<td>27.2%</td>
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<tr>
<td>33%</td>
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<td>33%</td>
</tr>
<tr>
<td>63%</td>
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<td>63%</td>
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</tbody>
</table>

**Total Funds Allocated by Project Type**

<table>
<thead>
<tr>
<th>Project Type</th>
<th>Amount Allocated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Research</td>
<td>$98.100</td>
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<tr>
<td>Guest Speakers</td>
<td>$23.400</td>
</tr>
<tr>
<td>Conferences</td>
<td>$12.500</td>
</tr>
<tr>
<td>Teaching Enhancements</td>
<td>$10.500</td>
</tr>
<tr>
<td>Equipment</td>
<td>$8.500</td>
</tr>
<tr>
<td>Tavel</td>
<td>$8.500</td>
</tr>
<tr>
<td>Other</td>
<td>$8.500</td>
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</table>

**Total Funds Requested**

<table>
<thead>
<tr>
<th>Application Category</th>
<th>Amount Requested</th>
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<tbody>
<tr>
<td>1 Application</td>
<td>$100.00</td>
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<tr>
<td>2 Applications</td>
<td>$200.00</td>
</tr>
<tr>
<td>1 Application</td>
<td>$300.00</td>
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<tr>
<td>2 Applications</td>
<td>$400.00</td>
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</table>

**Applications Awarded by Applicant Category**

<table>
<thead>
<tr>
<th>Applicant Category</th>
<th>Number of Applications</th>
<th>Amount Awarded</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Application</td>
<td>1</td>
<td>$100.00</td>
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<tr>
<td>2 Applications</td>
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<tr>
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<td>1</td>
<td>$300.00</td>
</tr>
<tr>
<td>2 Applications</td>
<td>2</td>
<td>$400.00</td>
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</tbody>
</table>

**Total Funds Available for Disbursement**

- $98.100
- $23.400
- $12.500
- $10.500
- $8.500
- $8.500
- $8.500
- $8.500
### Total Funds Available for 2020 Allocation

**2010 Round 1**

<table>
<thead>
<tr>
<th>Project Type</th>
<th>36'883.11</th>
<th>12'051.10</th>
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<tbody>
<tr>
<td>Overall</td>
<td>$36'883.11</td>
<td>$12'051.10</td>
</tr>
<tr>
<td><strong>Unallocated</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Allocated</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Total Funds Allocated by Project Type

- **Special Academic Groups**
  - 36'883.11
- **Faculty Members**
  - 12'051.10

#### Applications Received by Applicant Category

- **Graduate Students**
  - 9 applications
  - 6'986.96
  - $6'986.96
- **Undergraduate Students**
  - 11 applications
  - 7'336.89
  - $7'336.89
  - 84.31%
  - $7'238.00
  - 93.88%
- **Support Staff**
  - 14 applications
  - 8'396.96
  - $8'396.96
- **Total Applications Received**
  - 58 applications
  - 10'748.06

#### Last Year

<table>
<thead>
<tr>
<th>Type</th>
<th>% of Awarded Funds</th>
<th>Change Over Last Year</th>
<th>% Change Over Last Year</th>
</tr>
</thead>
<tbody>
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<td>$2'580.00</td>
<td>$2'580.00</td>
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<tr>
<td>Research</td>
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<td>$7'181.10</td>
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<td>Conferences</td>
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<tr>
<td>Equipment</td>
<td>$13'722.00</td>
<td>$13'722.00</td>
<td>$13'722.00</td>
</tr>
</tbody>
</table>

Includes performance rights for a play, research assistance and costumes for a public production of a play.
March 22, 2012

RE: TEACHING EXCELLENCE COMMITTEE ACTIVITY REPORT

Dear Faculty Council:

SUMMARY OF TERMS OF REFERENCE

The committee adjudicates the annual Graduate Student Teaching Excellence Awards and the annual Faculty of Arts Teaching Awards (sessional faculty, new faculty and established faculty). The Committee also reviews Arts nominations for the annual UMSU/UTS Students’ Teacher Recognition Reception and selects the Arts’ graduating student(s) who will represent the Faculty at this event. The Teaching Excellence Committee promotes the institutional recognition of excellence in teaching; mechanisms to support and improve teaching techniques; formative evaluation profiles of teaching; and the dissemination of research on post-secondary instruction.

ACTIVITY REPORT

July 1, 2010 – June 30, 2011 Lea Stirling was the Committee Chair. The Committee activity was as follows:

The two Faculty of Arts students selected for the Students’ Teacher Recognition Reception on May 4th were Nour Rashid and Laura Husak.

The three Excellence in Teaching award recipients selected for each of the three categories were Shelley Mahoney (Sessional), Melanie Glenwright (New Faculty), and Lance Roberts (Established) – a recipient for the Graduate Student award wasn’t selected, since there were no nominations in that category.

The Committee Terms of Reference were also examined and revised for forwarding to Faculty Council.

July 1, 2011 – present (March 2012) Dimitrios Dentsoras is the Committee Chair. The Committee activity was as follows:

The two Faculty of Arts students selected for the Students’ Teacher Recognition Reception on May 3rd were Gretchen Derige and Justine DeJaegher.

The Excellence in Teaching award selection will take place in May.

Sincerely,

Lori Wilkinson

www.umanitoba.ca/faculties/arts/
March 21, 2012

TO: Arts Faculty Council

FROM: Dean's Office, Faculty of Arts

SUBJECT: Annual Report of the Research Committee

The Research Committee has not met during the past year. During the last meeting of the Research Committee, which took place in October 12, 2010, the committee recommended changes to the Terms of Reference to allow for the committee to elect its own chair from the membership. There was considerable discussion and it was agreed that this would help facilitate the committee working from a more bottom up approach vs a top down approach with respect to issues related to research in the Faculty. However, since that meeting the committee has not met and a chair was never elected for the committee.
March 22, 2012

RE: ACADEMIC REGULATIONS APPEALS COMMITTEE ACTIVITY REPORT

Dear Faculty Council:

The Academic Regulations Appeals Committee (ARAC) did not meet during the period of April 1, 2011 to April 1, 2012. There were no appeals forwarded to ARAC for consideration as the staff in the Dean’s Office dealt with all appeals at that Dean’s level. Appeals dealt with by the Dean’s Office include but are not limited to appeals for late admission, AW’s, late VW’s, late registration, degree regulations.

Sincerely,

Lori Wilkinson
March 22, 2012

RE: ARTS REGULATIONS POLICY COMMITTEE ACTIVITY REPORT

Dear Faculty Council:

The Faculty of Arts Regulations Policy Committee (ARPC) met on two occasions between April 1, 2011 and March 31, 2012. At the meeting on April 27, 2011 the committee met to reconsider the proposal for direct entry to the Faculty. The committee unanimously approved the proposal for direct entry that complied with the universal template established by the Senate Committee on Admissions. The Faculty will be admitting the first set of direct entry students for Sept 2013. The Dean’s Office will be developing additional registration and degree information materials for this group of students in the coming months. At the meeting on April 27 the committee also approved unanimously a revised Terms of Reference to conform to the template developed by the Dean’s Office. Both of the proposals were ultimately approved by Faculty Council.

The ARPC met again on February 15, 2012 and unanimously approved the introduction of a Double Advanced Major program and changes to four faculty regulations with the aim to harmonize regulations with University 1 and Faculty of Science. The four regulations included 1) Academic Standing rules, 2) Transit from University 1 3) Admission of Transfer Students and 4) Dean’s Honour list criteria. These matters will be considered by Arts Executive Committee on March 27, 2012 and then Faculty Council on April 10, 2012. The Dean’s Office is still dealing with the matter of the grades review process and will be asking Senate for direction in that regard.

Sincerely,

Lori Wilkinson

www.umanitoba.ca/faculties/arts/
DATE: March 21, 2012

TO: Members of Faculty Council

FROM: Barry Ferguson, Chair of Rules & Procedures Committee

SUBJECT: Annual Report of the Rules & Procedures Committee

The committee met in October to advise on the rules for approval of CPAC decisions, upon referral from Faculty Executive. The Rules Committee reaffirmed longstanding, existing practice by which Faculty Executive approved CPAC decisions on behalf of Faculty Council.

It will also meet soon to clarify certain minor issues related to the Supplemental Regulations in the Dept. of Anthropology graduate programme as requested by the Rules Committee of the Faculty of Graduate Studies.
DATE: March 21, 2012

TO: Members of Faculty Council

FROM: Barry Ferguson, Chair of Course and Programme Advisory Committee

SUBJECT: Annual Report of the Course and Programme Advisory Committee

The committee met on two occasions during the 2011-12 year. On 4 August 2011, the committee met to consider a full range of course and programme changes. CPAC approved 2 course and programme changes to graduate programmes and 16 course and programme changes to undergraduate programmes. On 5 Jan. 2012, it approved minor undergraduate course and programme changes. An observation about the review of CPAC approvals by the Senate Committee on Curriculum and Course Changes (4Cs): over the past 2 years Senate 4Cs is becoming more prone to question substantive over detailed curricular matters. Although all changes and additions were approved by 4Cs, more detailed explanations have been required than hitherto were expected.
DATE: March 21, 2012

TO: Members of Faculty Council

FROM: Barry Ferguson, Chair of the Local Discipline Committee

SUBJECT: Annual Report of the Local Discipline Committee

The committee meets to consider disciplinary decisions appealed from the initial hearing held by the Associate Dean Undergraduate upon referral from departments and programmes. In 2011-12, the LDC for Arts will have met on eight occasions. In addition it will have met on two occasions for disciplinary issues relating to Arts students in courses taught in other Faculties (Environment – decided - and Education – to be heard - in these instances).

Of the seven appeals heard thus far, four students appealed the finding and the penalty and 3 students appealed the penalty only. The case to be heard on March 30 is an appeal of the penalty only.

Of the seven appeals, LDC denied four. One of the students then appealed to the UDC and the UDC upheld the student’s appeal. The LDC reduced the penalties on the remaining three cases.

You may wish to report that the LDC will at their next meeting on March 30 discuss the typical penalty assigned for cheating and related academic dishonesty cases.

As a result of one LDC decision, a student appealed to the University Discipline Committee (UDC) and the decision and penalty were overturned but without explanation, which has been its practice. As a result, the LDC and the Dean met with the chair of the UDC and the University Secretary to review its procedures. We are informed that written reasons for UDC decisions will be provided in future. The decision was on the substance of evidence and not procedure at the LDC level.

At its next meeting, LDC will begin a discussion of the “typical penalty” assigned for exam cheating and related academic dishonesty cases. This may lead to broader faculty review of the penalty imposed, which is normally a 1-year suspension from the faculty and therefore the university.
DATE: March 21, 2012

TO: Members of Faculty Council

FROM: Barry Ferguson, Co Chair of the Local Area Safety & Health Committee

SUBJECT: Annual Report of the Local Area Safety & Health Committee

The committee for the “Arts Complex” plus University College meets 4 times per year. Its structure of “worker” and “employer” representation and required meetings is defined under Manitoba Labour legislation.

In 2011-12, the committee met in Sept. Dec. Feb. and will meet in April. The main items under consideration have included Disability Access (ramps, door openers, bathrooms and requiring liaison and support from Physical Plant and the Environmental Health & Safety Office - EHSO), Fire prevention and preparation (in consultation with EHSO, which appointed Kevin Chapdelaine as “life safety consultant” in lieu of a fire marshall, and he has conducted in February a walk-through regarding safety and fire risk in the Arts Complex with a report forthcoming), and a compulsory workshop on workplace safety practices with Judy Shields from EHSO).

The Committee is preparing recommendations on the following: a “scent” policy for Arts (not addressed by University policy), a Working Alone policy (in addition to University policy), and the acquisition of Automated Electric Defibrillators (not currently addressed by University policy).

The Committee has examined several safety incidents, including reporting mechanisms, over the course of the year as well.
DATE: March 21, 2012

TO: Members of Faculty Council

FROM: Barry Ferguson, Chair of the Equity, Diversity & Human Rights Committee

SUBJECT: Annual Report of the Equity, Diversity and Human Rights Committee

The committee had hosted a very successful faculty-wide series of events with Lynette Chappelle-Williams, associate vice-president for workforce diversity and inclusion, Cornell University held in September 2010 but had not met subsequently in 2010-11.

The committee has met on one occasion thus far during 2011-12. The committee elected a chair, and examined several matters related to the faculty-wide emphasis on diversity and equity in personnel decisions, including the implementation of the Employment System Review policies adopted by the faculty, and reasonable accommodation issues in the work-place, including physical accessibility and accommodation of religious observances.
Dean’s Report to Faculty Council, April 2012

Strategic Resource Planning

The Faculty of Arts made its Strategic Resource Planning presentation on Friday 23 March. Elisabeth Ross, Barry Ferguson, Rob Hoppa, and Lori Wilkinson accompanied me to the presentation. The broader Faculty of Arts Strategic Resource Process Advisory Committee (SRPAC) had input into the presentation’s form and content. The presentation covered the following topics: Who We Are (basic information and data), What We Do (some recent initiatives), Where We Are Going (our strategic priorities of Learning, Research, and Outstanding Workplace), Possible Reallocation from Arts (how we would accommodate a 3% cut to our base budget), and Possible Allocation to Arts (what we would do if we received additional funds).

The SRPAC met on 26 March to discuss the presentation and to debrief on the overall SRP process. The SRPAC committee will continue to exist as an interim Strategic Planning Steering Committee to plan and lay the groundwork during the spring and summer for our broader strategic planning process next academic year.

ROSE Initiatives

IT Shared Services

I am in continuing discussions with Mike Langedock, Chief Information Officer, about the IT Shared Services model. The process is on hold at the moment as we discuss possible options to move forward. My next meeting with Mr. Langedock is on Tuesday 3 April.

Academic Staff Hiring Update, 2011 Allocations

We have completed the academic staff searches in History (1), German and Slavic Studies (1), Psychology (1), French, Spanish and Italian/Linguistics (1 term appointment), and Economics (4). Searches are ongoing in Political Studies (2), Anthropology (1), Religion (1), and Asian Studies (1). In addition, we have two Faculty-level Canada Research Chair searches in process (Human Rights and Social Justice; Second/Foreign Language Acquisition) and a Headship search in Political Studies.

2012 Academic Position Allocation Process

We will begin the 2012 academic position allocation process in April.
1. **DFW Report**: your department head will receive some data relating to the numbers of Ds, Fs and Ws by class and department. Please review this material. I look forward to discussing these matters with you in the future.

2. **Harmonizing Penalties with Science**: as a result of discussions on harmonizing academic regulations with Science, we have entered preliminary discussions on harmonizing academic dishonesty penalties between the two faculties. Any instructor, student or professor having an opinion on the current penalties imposed by the Faculty of Arts is strongly encouraged to share your comments with me. I am happy to take advice on this matter.

3. **Undergraduate Program Reviews**: site visits for Psychology and Religion took place in March. We are currently waiting for the reports. The report from the external reviewers for the German and Slavic Department was received; the faculty is still waiting for the external reviewers' report for the Department of Economics. English, Film and Theatre, along with Sociology, will be reviewed in the fall. The Dean's office will be contacting two departments with regard to preparation of their self-report over the summer. I have discussed some issues with the current procedural manual with David Collins. Updates will follow.

4. **Undergraduate Research Symposium**: the event was held on March 28 at St. John's College. Twelve students gave presentations and four students presented research posters. Students from Psychology, History, Sociology, German and Slavic/Film Studies, and Economics participated in this event. We intend to host this event next year, so please inform your upper year undergraduate students of this opportunity.

5. **Thanks**
   - To all who participated in the Undergraduate Research Symposium on March 28. I would especially like to thank Jennifer Chappellaz who made the arrangements, the Department of Psychology who loaned the poster boards, and the department heads who made an effort to attend this important event.

6. **Upcoming Events/Deadlines**
   - Nominations deadlines for:
     - Professor of the Year—due April 30
     - Award in Internationalization—due April 30
     - Excellence in Teaching—all categories: due April 15
     - Graduate Student Teaching Excellence: April 15
Rob Hoppa, Associate Dean Research
Summary Report for Heads and Faculty Council
Apr 2012

Previous Activities

- Departmental Computer Requests being deployed
- Graduate Student Thesis Write-up Awards
  - 18 awards of $3500 provided to students
- Distinguished Dissertation Award nomination submitted from Arts
- UMGF dept rankings to Arts
  - Initial allocation to Arts (18) given to departments directly
  - A blended list is being evaluated for the second round (post-tricouncil)

Current Activities

- CRC Tier 2 Human Rights and Social Justice ad closed – committee work in progress
- CRC Tier 2 Second/Foreign Language Acquisition posted (closes 30 Apr)
- Preparation of CRC proposals for 1 NSERC (joint) and 1 SSHRC (targeted)

Grant Announcements

- SSHRC Partnership Grants announced (1/1 successful from Arts, plus 1/1 PI by Arts successful)
- SSHRC Partnership Development Grants announced
  - 1 of 2 successful (50% success rate)
  - 2 of 2 recommend (100% recommended rated)
- SSHRC Insight Grants pending

Tentative public announcement of SSHRC funding is scheduled for early May.
Graduate: Two graduate programme review teams are visiting this month (Anthropology and French).

International: Nothing to report; the directorship of the International Office will become vacant this spring. If any individuals are interested in the position, they should look out for an advertisement.

Space: I will be sending out the annual letter requesting that departments and programmes assess their office and research space requirements for the up-coming year. Once again office space needs are likely to make the situation even more difficult. Departments and programmes may want to respond to requests from the Colleges regarding the availability of faculty offices.

The issue of responsibility of booking conference rooms and classrooms for extra-curricular events is currently being discussed between the Registrar’s Office and the Dean’s Office. We are being asked to take on more responsibility for extra-curricular meetings that were formerly booked through Special Functions. The specific protocols are under consideration.

The Registrar’s Office has agreed that a reconfiguration of several classrooms in the Arts Complex is necessary in order to address the chronic overcrowding and safety in some classrooms. This project will be dealt with over the summer but new classroom capacities have been adopted under the AdAstra programme.

You will have noticed that renovations to the Dean’s Office – principally to provide more friendly and efficient service but also to upgrade a 45-year old office – are underway and will continue for several more weeks without any serious disruption of service.

Curriculum: Reminder that CPAC’s Spring deadline is approaching: 15 May for receipt of all material.