Faculty of Arts

ARTS FACULTY COUNCIL
THURSDAY FEBRUARY 12, 2015
231 ISBISTER *NOTE ROOM CHANGE*
2:30 PM TO 4:30 PM

AGENDA

1. Adoption of the Agenda for approval

2. a) Minutes of September 30, 2014 for approval
    b) Minutes of October 31, 2014 for approval

3. New Business
   3.1 Arts Course and Program Approval Committee Report for information
   3.2 Arts Regulations Policy Committee Report Proposal 1 for approval
   3.3 Arts Regulations Policy Committee Report Proposal 2 for approval

4. Report of the Dean and the Associate Deans’ Reports
   4.1 Dean’s Report
   4.2 Associate Deans’ Reports

5. Question Period Questions must be submitted by 10:00 a.m. February 11, 2015

6. 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  
September 30, 2014  
306 Fletcher Argue Building  

Minutes


1. Adoption of the Agenda

J. Guard asked that the agenda be revised to include a discussion on the University Strategic Plan document. Dean Taylor agreed to add it to the agenda as item 6, following the closed session.

MOTION: To approve the agenda as amended. (J. Guard)  
CARRIED

2. Approval of the Minutes from April 10, 2014

B. Austin-Smith spoke on behalf of A. Young. A. Young requested that her comments (following the motion to continue the meeting on page 2) be changed as she felt they did not accurately reflect what she said. B. Austin-Smith provided a written note to the secretary of the committee to revise the minutes by.

MOTION: That the minutes of April 10, 2014 be approved as amended. (B. Austin Smith)  
CARRIED

3. Business arising from the minutes

Dean Taylor reported that the Ad Hoc Committee on Teaching Responsibilities had not yet completed their task but hoped to have a complete report to the next meeting of Faculty Executive Committee.
4. New Business

4.1 Changes to Arts Tenure and Promotion Procedures and Criteria Document

Dean Taylor noted that none of the changes were substantive. He also noted that an additional paragraph was added as per the collective agreement.

T. Chen asked for clarification on the new additional wording in the criteria section on equity and diversity. She questioned whether the additional wording may influence what people should be submitting and that a lack of material or service in those areas would be seen as a shortcoming.

Associate Dean G. Smith, a member of the Arts Equity, Diversity and Human Rights Committee, said the committee recommended the tenure and promotion material be expanded to be more inclusive and to ensure that a promotion or tenure committee chair not exclude material on the basis that it is not included in the procedures. The Committee wanted to ensure that there be more flexibility in the type of information provided in a tenure or promotion package.

J. Lewis noted that he would want to ensure that applicants would not be penalized for not being diverse enough.

M. Sampson, a member of the Arts Equity, Diversity and Human Rights Committee, said the committee wanted to ensure that the wording would be broad enough and that it would reflect the fact that these items could be brought forward in addition to, but not instead of the other criteria or to strengthen the other criteria (research, teaching, service). The committee wanted to ensure research, teaching and service not be disregarded or disqualified from the application package because it falls outside the normal avenues of for research, teaching or service.

T. Chen also noted that the last line of section 2c (which is underlined) is not the current practice. At her request to have that changed, Dean Taylor recommended the document be taken to the next Department Heads for review of that item.

MOTION – To approve the changes to the Arts Promotion and Tenure Procedures and Criteria (J. Leboe-McGowan)  

CARRIED with 2 abstentions noted

4.2 Senate Nominations

Dean Taylor noted the agenda package contained a ballot for 2 Senator replacements. One replacement has been nominated however a second nomination was required. He called for nominations. T. Chen nominated Tracy Peter (Sociology). There were no other nominations. Dean Taylor announced Elena Baraban (German & Slavic) and Tracy Peter (Sociology) elected by acclamation.

4.3 Arts Course and Program Approval Committee Report

The report was for information only. There were no questions.
5. **Closed Session**

MOTION- Rob Hoppa moved, seconded by Dan Bailis that Faculty Council move to closed session. CARRIED

Dean Taylor noted that there were three Professor Emeritus Nominees. He explained that following a review of the nomination packages he would ask the Heads of the Departments involved to speak to the nominees. Following that a closed ballot would be completed. Results of the ballots would be sent out via email by the end of the week.

MOTION – Greg Smith moved, seconded by Tina Chen to end closed session. CARRIED

6. **University of Manitoba Strategic Plan**

Dean Taylor said that the Strategic Plan had been discussed at the Board of Governors last week and would be discussed at Senate tomorrow. He also advised that there is an online forum for comments and concerns.

B. Austin-Smith asked the Dean whether the Faculty would be making a statement on this document or if it would be left to individuals to comment. Dean Taylor noted he would be willing to take comments forward, but the comments would be from Faculty Council – not the Faculty as a whole as this agenda item was added and the Faculty as a whole was not advised that a discussion on the Strategic Plan would be taking place at this meeting. He also noted that both he and David Watt were on the Strategic Planning Committee.

A discussion on the shortcomings of the Strategic Plan took place. Some felt that the content in the “What Was Heard” section had been “cherry picked” and reflected a positive spin which was not evident at the meetings. It was felt that this was not representative of what was said and heard at the different sessions attended by members. Dean Taylor noted that only 6 or so faculty members attended the open discussion sessions held by the Faculty of Arts.

MOTION: That the Arts Faculty Council opposes the proposal in the draft Strategic Plan to “Establish at the unit level, discipline-specific measurements of research, scholarly works and creative activities for annual reporting on these measurements. Moved by J. Lewis and seconded by B. Austin-Smith

Dean Taylor suggested a special meeting of Faculty Council be called to ensure all faculty members were aware that this document would be discussed. E. Thomson agreed with Dean Taylor.

B. Austin-Smith agreed that another meeting should be called but disagreed that the motion should be withdrawn. She would like to be able to state in her feedback on the portal that the Arts Faculty Council has passed this motion.

CARRIED WITH 3 ABSTENTIONS
The discussion continued. Dean Taylor noted that after Friday the input from the portal will be considered by the Strategic Planning Committee and any changes will be made prior to it moving forward to the Senate and Board of Governors. He assured Faculty Council that he would take their concerns forward. Some of these concerns were:

- signature research areas do not reflect the Faculty of Arts
- research cannot be quantified – more does not mean better
- example metrics (on page 13) are incompatible with humanities research as it is generally not high income
- in goal A (on page 16) the goal sounds positive but the supporting objectives are very judgemental
- disagree with implementation of regular performance reviews and workload discussions with both staff and faculty as a supporting action for a goal that is supposed to create an outstanding learning and working environment
- that the University Administration was using the document to implement measures that had been the subject of bargaining with UMFA
- question why establishing teaching chairs would be any different than a CRC with research in academic pedagogy
- maintaining an “adequate” range of programs – who decides what is adequate?
- optimizing the number of graduate and indigenous students - who determines what is optimal?
- why is having more graduate students beneficial? The statement does not recognize the additional workload on faculty members

Dean Taylor noted the areas of concern and would address them with the Strategic Planning Committee.

7. **Dean and the Associate Deans’ Reports**

6.1 **Dean’s Report**

Dean Taylor noted that the strategic resource plan for the Faculty is due in October this year, instead of next February. He is pleased that the time frame has been moved up as this will allow more time for conversations. It became clear to central administration last year that the kind of cuts being implemented were going to have enormous impacts on the Faculties. A smaller reduction took place last year to allow for a three year budget process instead of two. He has requested that central administration clearly state what portion of the budget is for possible reallocation to other units. He has also asked what the plans are for the reserves, what is the amount of reserve required in Manitoba and if there is a strategic plan for the use of the reserve. He added that 99% of the Arts base line funding is used for salary and benefits with 88% of that allocated to UMFA salaries. He advised that vacancies will generally not be filled unless the position is critical to the integrity of the program or department. Retirements will be held in reserve to fund a reduction if necessary. He noted that the Faculty also has budget or soft money which comes primarily from reduced appointments. This money is what has historically paid for our sessionals however this funding will dwindle down in the next few years with the removal of reduced appointments form the collective agreement.

Dean Taylor also advised that the Faculty has five tenure applications going forward and nineteen applications for promotion, nine of which are for full professor.
Lastly, Dean Taylor advised that the contract with Xerox has been cancelled and control over the purchasing of printers will remain with the Faculties. Purchasing services is working on a policy regarding the purchase of personal printers. Dean Taylor noted that he is in favour of faculty being allowed to purchase printers on their professional development funds or research funds (if allowed).

6.2 Associate Deans’ Reports

Written reports were provided with the agenda. There were no questions.

8. **Question Period** - There were no questions.

9. **ADJOURNMENT** at 4:25\hspace{1cm} CARRIED
Faculty of Arts Council  
October 31, 2014  
306 Fletcher Argue Building  

Minutes  


1. Adoption of the Agenda  

MOTION: To approve the agenda as submitted. (J. Guard)  
CARRIED  

2. New Business  

University of Manitoba Strategic Plan  

Dean Taylor noted that this is a special meeting of Faculty Council to discuss the University of Manitoba Strategic Plan. He added that the strategic plan was recommended by Senate Executive to Senate last week and will be discussed at the next meeting of Senate (next week). Should it pass it will move forward to the Board of Governors for approval. He noted that this meeting, in practice, will be to inform our Senators as to any comments or points that this group would like the Senators to make. He said he is open to how the meeting is handled. He added that the draft being reviewed at this meeting has been updated since the last meeting of Faculty Council.  

It was recommended that Faculty Council review the document section by section. It was agreed and the committee had a free flow of conversation regarding the University of Manitoba’s new strategic plan. Points made included the following:  

Consultations – what we heard:  

- Pleased that there is an acknowledgement of the challenge regarding technology as our technology infrastructure is vitally important  
- The changing role of universities is not addressed and little effort is being made to acknowledge that we are a public organization and we should not rely on private donations for growth and change. We should be arguing in favour of being a public organization and recognizing we need increased government funding  
- The paragraph on reputation did not change and the last statement does not reflect the Faculty of Arts feelings that reputation should not be an excuse to not recognize all areas of research and programs.
the more aggressive strategy for graduate students is a reality because there are other universities trying to attract these students as well.
- The number of free standing graduate programs which are not connected to undergraduate teaching is a concern
- Collegial Governance should be included under Values in the Mission, Vision and Values

Inspiring minds:
- who determines what an “appropriate” range is – faculty determination and input should be sought
- Arts input should be provided when the strategic plan is put into operation
- Concerned about the establishment of university-level policy and support for the recognition of prior learning, with specific attention to the prior learning of indigenous peoples. This could be slippery slope and mechanics of this are not clear.
- It should be determined at the faculty level instead of the university level.
- An articulation agreement with Red River College for a certificate was very unclear. It would have been very helpful to have a university policy so that committees have some guidance on what is acceptable for university credit
- A teaching chair could be used to recognize excellent teachers or training of teachers. It would be just as important as a research chair to allow the betterment of teaching.
- Are bona fide academic requirements and the establishment educational goals going to be expected for all Arts courses and programs? This will be difficult as requirements are hard to define for Arts courses and programs. Most teachers recognize what they want students to learn or have as an essential skill. Some courses and programs need these for accreditation purposes, however Arts courses are not the same. We do have outcomes that can be expressed and developed with work and effort. We shouldn’t imagine the these outcomes are going to be the same as what is given for a program that requires accreditation. Arts course outcomes would be used to measure us as a faculty. The course and program outcomes should be and will be quite broad. It will take time but will be a worthwhile endeavour.
- Would like to know what the BFARs will they be used for? Feared that this will lead to the commercialization of education.
- It may be a good idea to establish outcomes but will they be used to evaluate faculty members if students don’t achieve?

Driving Discovery and Insight:
- It was recognized that the revised document reflected a lot of the changes requested by Arts
- It is difficult to assess and evaluate Arts research and using the word “impact” to judge Arts research will need to be watched
- It was noted that the removal of the talk of metrics has made the document much more palatable
- it was suggested that the types of research noted in paragraph 2 of the introduction be listed in alphabetical order
- it was appreciated that the wording from the former strategic plan was incorporated into the new plan
- something should be done to streamline the efforts of researchers to apply for funding.

Creating Pathways:
- praised as being well written
Building Community:

- the goal to develop a culture of leadership and teamwork among our students, staff and faculty may be more support staff and student driven as those groups want more growth opportunities

Forging Connections:

- its better, doesn’t focus so much on choice

Implementation and Accountability:

- there was a lot of conversation regarding the metrics by the Strategic Planning Committee. There never was intent that the matrixes be solely quantitative. So the intent is to have a committee taxed with the development of these indicators. These indicators will be institutional ie the number of support staff to students and faculty members. The committee recognized it needs to establish criteria in order to measure success or failure. Will these measurements affect the way the Board sees Arts research? The indicators of success will be developed by the faculties, not the Board.

Conclusion:

- like the re-affirmation of the university statement

General Comments:

Julie Guard was pleasantly surprised by the reflection of the Arts comments in the revised document.

Brenda Austin-Smith commented that it is good to see that when Faculty are engaged you can have an impact.

David Watt commented he was pleased that a lot of changes incorporated in the document were from comments and feedback from the Faculty of Arts. It is rewarding that the process accomplished this.

3. **ADJOURNMENT** at 3:50

   CARRIED
Faculty of Arts

Inter-Departmental Correspondence

DATE: January 22, 2015

TO: Janice Gripp, Secretary, Arts Executive Committee
FROM: G. Smith, Chair, Course and Program Approvals Committee, Faculty of Arts

SUBJECT: Report of the Faculty of Arts Course and Program Approval Committee
[C.P.A.C. Motions – January 14, 2015]

The motions listed below were approved by the Course and Program Approvals Committee at its meeting of January 14, 2015. Would you arrange to have them placed on the agenda for consideration at the next meeting of the Arts Executive. "New" courses have been underscored.

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

Item 2a-15 Anthropology (Graduate Courses/Programs)

That the proposal to modify:

Ph.D. Supplementary Regulations – language reading requirement to read: "Ph.D. students must normally demonstrate oral or reading proficiency in a second language, as determined by their Advisory Committee in consultation with the Graduate Programs Committee. The language requirement must be met prior to the defense of the dissertation."

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

Item 2b-15 Classics (Graduate Courses/Programs)

That the proposal to introduce:

CLAS 7000 Proseminar in Classical Studies Cr. Hrs. 0
and to modify:

M.A. Supplementary Regulations – adding CLAS 7000 requirement, and changes to reflect compliance with FGS regulations:
1) students in the course-based comprehensive examination route must take a minimum of 18 credit hours of coursework at the 7000 level;
2) students in the thesis/practicum route will have a form recording the members of the advisory committee kept on file; students will develop their thesis proposal in consultation with their advisory committee; the thesis proposal will normally be approved by the entire advisory committee and a copy of the proposal will be kept on file and must be received at least six months prior to the thesis defense; a student's examining committee is normally the same as the advisory committee; the oral examination usually consists of two rounds of questions by each member of the examining committee; in the case of the failure of the thesis/practicum, the Chair must submit to the Faculty of Graduate Studies (within 5 working days) a report which includes the substantive criticisms of the committee and offers concrete steps for remediation – within a month of receiving the report, and after consultation with the committee and Chair, the student must submit to the Chair a detailed timeline and steps for remediation – the timeline must establish the time of the second attempt (normally not later than six months from the date of the agreement).

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

Item 2c-15 Economics (Graduate Courses/Programs)

That the proposal to modify:

M.A. and Ph.D. Supplementary Regulations –
1) pre-M.A. students must achieve a minimum grade of C+ in Mathematics courses;
2) Economics courses to be taken by Pre-M.A. students updated to normally include ECON 3010, ECON 3020, ECON 3030, ECON 3040 and 12 additional credits of economics courses determined by the graduate chair;
3) students in the Pre-M.A. program must obtain a minimum 3.5 GPA in at least 24 credit hours of coursework in economics;
4) adding ECON 7010, ECON 7650 and ECON 7722 (replaced ECON 7720 in 2009) to both M.A. and Ph.D. program requirements;
5) deleting ECON 7060 and ECON 7540 and/or ECON 7610 from PhD. requirements resulting in a lowering of the credit requirement from 33 to 27;
6) Ph.D. students must have an advisor by May 31 of their second year in the program;
7) Ph.D. thesis advisory committee must be formed by October 15 of a student's third year in the program;
8) Ph.D. thesis proposal must be approved by the entire advisory committee by December 15 of a student's third year in the program.

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

**Item 2d-15  English, Film, and Theatre (Graduate Courses/Programs)**

That the proposal to introduce:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRAD 7002</td>
<td>M.A. Creative Major Project Stream in English</td>
<td>Cr. Hrs. 0</td>
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</table>

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

**Item 2e-15  History (Graduate Courses/Programs)**

That the proposal to delete:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 7670</td>
<td>Studies in Canadian History, 1870-1919</td>
<td>Cr. Hrs. 6</td>
</tr>
</tbody>
</table>

and to introduce:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>HIST 7672</td>
<td>Studies in Canadian History</td>
<td>Cr. Hrs. 6</td>
</tr>
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</table>

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

**Item 2f-15  Sociology (Graduate Courses/Programs)**

That the proposal to modify:

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 7370</td>
<td>Issues in Health Care Seminar</td>
<td>Cr. Hrs. 3</td>
</tr>
</tbody>
</table>

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

**Item 3a-15  Asian Studies (Undergraduate Courses/Programs)**

That the proposal to modify:

List A – to include:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FAAH 1100</td>
<td>Survey of Asian Art (3)</td>
<td></td>
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</tbody>
</table>

for a net change in credit hours of + 0 hours, be approved.
Item 3b-15  Canadian Studies (Undergraduate Courses/Programs)

That the proposal to modify:

List of Approved Courses in Canadian Studies – to flag as "no longer offered":

GEOG 3480  Canadian Problems (3)
GEOG 3900  Geography of Manitoba (A) (3)

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

Item 3c-15  Classics (Undergraduate Courses/Programs)

That the proposal to introduce:

CLAS 2500  Aspects of Classical Culture and Languages  Cr. Hrs. 3

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

Item 3d-15  Economics (Undergraduate Courses/Programs)

That the proposal to modify:

ECON 2030  Mathematical Economics 1  Cr. Hrs. 3
ECON 2040  Quantitative Methods in Economics  Cr. Hrs. 3
ECON 3010  Microeconomic Theory 2  Cr. Hrs. 3
ECON 3020  Macroeconomic Theory 2  Cr. Hrs. 3

Economics-Statistics Joint Honours Program – to include:
Year 1: both ECON 1010 and ECON 1020, or both ECON 1210 and ECON 1220;
MATH 1220, MATH 1230, MATH 1232, MATH 1240; STAT 1000; COMP 1010; 6
credit hours of electives which should include the required "Written English" course; and
Year 2: ECON 2010, ECON 2020; STAT 2000, STAT 2400; MATH 2030, MATH 2080,
MATH 2140, MATH 2150; 6 credit hours of approved Economics electives; and
Year 3: ECON 3010, ECON 3020; STAT 3400, STAT 3470, STAT 3480, STAT 3490,
STAT 3800; MATH 2160, MATH 3360; 3 credit hours of approved Economics electives; and
Year 4: ECON 4040, ECON 4042; STAT 4100, STAT 4200, STAT 4520, STAT 4530;
12 credit hours of approved Economics electives.

Economics-Statistics Joint Honours Program Notes to delete current notes and include:
1. The following substitutions are allowed: MATH 1300 in place of MATH 1220, MATH
1500 in place of MATH 1230, MATH 1700 in place of MATH 1232. Students must
attain specific grade requirements in order to meet the upper level course prerequisites.
2. Of the 21 credit hours of electives in Economics in Years 2, 3 and 4, no more than 6
credit hours may be at the 2000 level or below; ECON 2030 and ECON 3040 are
recommended in Year 2 or 3. The normal prerequisite for ECON 3040 is ECON 2040,
which will be waived for students in this program who have completed Year 1.
3. Economics Honours courses: ECON 3030, ECON 3810 and all 4000 level courses.

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

**Item 3e-15  French, Spanish and Italian (Undergraduate Courses/Programs)**

That the proposal to introduce:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>FREN 2022</td>
<td>La grammaire au bureau (A)</td>
<td>3</td>
</tr>
<tr>
<td>FREN 3022</td>
<td>Les communications au bureau (A)</td>
<td>3</td>
</tr>
</tbody>
</table>

and to modify:

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>FREN 3910</td>
<td>Expression écrite 2 (A)</td>
<td>3</td>
</tr>
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for a net change in credit hours of + 6 hours, be approved.

**Item 3f-15  German and Slavic Studies (Undergraduate Courses/Programs)**

That the proposal to modify:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRMN 1120</td>
<td>Beginning German (A)</td>
<td>6</td>
</tr>
<tr>
<td>GRMN 2100</td>
<td>Intermediate German (A)</td>
<td>6</td>
</tr>
<tr>
<td>GRMN 2140</td>
<td>Exploring German Literature (B)</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 2480</td>
<td>Special Topics in German (B)</td>
<td>3</td>
</tr>
<tr>
<td>GRMN 3200</td>
<td>Deutsche Sprachpraxis 1 (A)</td>
<td>6</td>
</tr>
<tr>
<td>GRMN 3230</td>
<td>Business German (A)</td>
<td>3</td>
</tr>
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for a net change in credit hours of + 0 hours, be approved.

**Item 3g-15  Global Political Economy (Undergraduate Courses/Programs)**

That the proposal to modify:

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>GPE 1700</td>
<td>Social Justice in the 21st Century: Global Political Economy and Environmental Change</td>
<td>3</td>
</tr>
<tr>
<td>GPE 3700</td>
<td>A Survey of Global Political Economy</td>
<td>3</td>
</tr>
</tbody>
</table>

General Major and Single Advanced Major – Year 1 requirement of GPE 1700 modified to include "or GEOG 1700."

List A – to include:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Cr. Hrs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 2240</td>
<td>Sociology of Globalization (3)</td>
<td></td>
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</table>

for a net change in credit hours of + 0 hours, be approved.
Item 3h-15  Judaic Studies (Undergraduate Courses/Programs)

That the proposal to modify:
  List A – to include:
  RLGN 3810  The Talmud (3)

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

Item 3i-15  Psychology (Undergraduate Courses/Programs)

That the proposal to delete:
  PSYC 3660  Sport Psychology  Cr. Hrs. 3

and to introduce:
  PSYC 2660  Sport Psychology  Cr. Hrs. 3

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

Item 3j-15  Sociology (Undergraduate Courses/Programs)

That the proposal to modify:
  SOC 3370  Sociology of Work  Cr. Hrs. 3

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

Item 3k-15  Faculty of Arts – Interfaculty Option in Aging (Undergraduate Courses/Programs)

That the proposal to modify
  Concentration – list of required electives to include:
  PSYC 2490  Abnormal Psychology (3)
  SOC 2310  Selected Social Problems (Acceptable for credit only when the topic is "Canadian Social Issues") (3)

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

Item 4a-15  Faculty of Arts – Mathematics (Undergraduate Courses/Programs)

That the proposal to modify:
  General Major – requirements to include:
  Year 1: MATH 1220, MATH 1230, MATH 1232, MATH 1240; and
  Years 2/3: 18 credit hours of 2000, 3000 and/or 4000 level Mathematics courses (of which a minimum of 3 credit hours must be at the 3000 or 4000 level).
Single Advanced Major — requirements to include:
Year 1: MATH 1220, MATH 1230, MATH 1232, MATH 1240; and
Year 2: MATH 2080, MATH 2090, MATH 2150; and
Years 3/4: MATH 2020, MATH 2180, MATH 3470; MATH 2160 or MATH 3440; 15
credit hours from the following list of which at least 3 credit hours must be at the 3000 or
4000 level—MATH 2030, MATH 2040, MATH 2070, MATH 2140, MATH 2160,
MATH 2170, or any 3000 or 4000 level Mathematics course.

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

Program Notes — to delete current notes 1 and 2; to add note 1: MATH 1500 or MATH
1510 may be taken in place of MATH 1230; MATH 1300 may be taken in place of
MATH 1220; MATH 1700 or MATH 1710 may be taken in place of MATH 1232;
MATH 1200 may be taken in place of MATH 1240, but these courses are not equivalent,
i.e., students should note that MATH 1240 is a prerequisite to some 2nd year Mathematics
courses for which MATH 1200 is not a prerequisite.

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

GS/vw

cc: V. Warkentin, Secretary, CPAC
DATE: January 27, 2015
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
Proposal #1 – Science Requirement in Bachelor of Arts Degrees

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 admissions, degree programs (General, Advanced, Honours, and Integrated Studies), examinations, grading systems, required performance levels and all requirements for receiving degrees. At its meeting of January 23, 2015, the Committee discussed the following matters.

1. Proposal from the Dean’s Office to expand the list of courses that Faculty of Arts students can use to satisfy the six (6) credit hour Science requirement in Bachelor of Arts degrees.

Background:

Current, long-standing Faculty of Arts regulations state that students must complete a minimum of six (6) credit hours of course work offered by the Faculty of Science as part of their program of study.

Over the past several years, budgetary constraints, prerequisite changes, and the formation of the Clayton H. Riddell Faculty of Earth, Environment and Resources have contributed to the reduction and availability of courses normally used by Arts students to satisfy their Science requirement. The number of suitable “Science courses for Arts students” continues to shrink so the Dean’s Office regularly receives appeals from Arts students asking that they be allowed to complete a science-related or scientific course (not offered by the Faculty of Science) that does not satisfy the “taught by Science” requirement. Unfortunately, our current regulations force the denial of these requests.

The Dean’s Office recently reviewed science requirements in Bachelor of Arts degrees at several Canadian universities and courses offered at the University of Manitoba that could be considered scientific in nature - even though they are not taught by the Faculty of Science.

Observations:

This proposal comes from a desire to provide Arts students with more choice and greater flexibility in completing the science component of their degree. The Science requirement exists, in part, to ensure that
students experience a certain breadth of study as part of their formal education. Expanding the current options to include courses offered by units other than the Faculty of Science, yet still considered scientific in nature would continue to provide Arts students with the intended breadth of study. The observations made by the Dean’s office over the past several years that have led us to suggest this change are listed below.

1. Over the past several years, the number of Science options for Arts students has decreased. As a result, the Faculty of Arts regularly receives requests from students seeking permission to use courses from Environmental Science, Geological Sciences, Soil Science, etc. to satisfy, in whole or in part, the Faculty of Science course requirement. Current regulations prevent the Dean’s Office from granting these requests. There are several reasons for the reduction in available courses available to satisfy the current Bachelor of Arts Science requirement.
   a. With the creation of the Clayton H. Riddell Faculty of Earth, Environment, and Resources, courses offered by the departments of Environmental Science and Geological Sciences no longer satisfy the Science requirement because the Faculty of Science is no longer the faculty offering these courses.
   b. The Faculty of Science has introduced Grade 12 mathematics as a prerequisite for almost all of its first-year courses. Many students admitted to Arts without a grade 12 math credit now lack the basic prerequisite for most first-year Science courses.
   c. Recent budget constraints have resulted in the reduction of space in many Science courses not specifically required in Science programs. For example, COMP 1260 and MATH 1020, extremely popular choices amongst Faculty of Arts students, have had the number of sections and spaces reduced.

2. The vast majority of Canadian institutions we reviewed that have a science requirement in their Arts programs allow students to complete courses that are scientific in nature rather than requiring students to complete courses taught by a specific unit on campus, e.g., the Faculty of Science (see Appendix I for a summary of the institutions reviewed and applicable regulations). The Dean’s Office views this as a reasonable way of having our students satisfy the Science requirement in Arts degrees.

3. Many faculties, including Science, suffer from a lack of space in their first-year offerings. Allowing Arts students to select from a larger range of courses to satisfy the Science requirement could relieve some of this pressure.

It was unanimously RECOMMENDED that:

The Bachelor of Arts degree requirement stating that students must complete six credit hours of coursework taught in the Faculty of Science change to a requirement that would have students complete six credit hours of coursework from a specific list of courses considered to be scientific in nature. See Appendix II for information on the method used for creating the proposed list of courses.

If this recommendation is adopted, the following sections of the Undergraduate Calendar will require modification as outlined below:
Modify Point #2 in each of the following sections:

3.1.4  Ten Faculty Requirements for Graduating with a B.A. General Degree
3.2.4  Ten Faculty Requirements for Graduating with a B.A. Advanced Degree
3.3.4  Four Faculty Requirements for Graduating with a B.A. Honours Degree
4.5    Eight Faculty Requirements for Graduating with a B.A.I.S Degree

From:

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

To:

2) There must be at least six credit hours from subject fields designated Humanities, at least six credit hours from subject fields designated Social Science, and at least six credit hours from the list of courses that satisfy the Science requirement, See Section 5.1.1 (Five-subject Fields, Humanities, Social Sciences, and Science requirement).

Modify Section 3.4, Requirement 7 of the Bachelor of Arts Program Requirement Chart:

From:

Requirement 7: Sciences Requirement

- 6 credit hours from course subjects taught by the Faculty of Science

To:

Requirement 7: Science Requirement

- 6 credit hours of course work that satisfies the Science requirement. See Section 5.1.1 for a list of courses that do so.
Modify Section 5.1.1 (4):

4) Courses taught by the Faculty of Science that can be used towards the Science requirement: Astronomy, Biological Sciences, Biotechnology, Botany, Chemistry, Computer Science, Forensic Science, Mathematics, Microbiology, Physics, Statistics, and Zoology. (For details, see the Faculty of Science chapter of this Calendar.)

4) Courses taught by other faculties that can be used toward the Science requirement are:

Faculty of Science

All courses offered by these departments in the Faculty of Science: BIOL, CHEM, COMP, FORS, MATH, MBIO, PHYS, STAT

Faculty of Agriculture and Food Science

AGRI 1500, AGRI 1510
ENTM 1000, ENTM 2050
PLNT 1000, PLNT 2500
SOIL 3060, SOIL 3520, SOIL 3600

Faculty of Earth, Environment, and Resources

ENVR 1000, ENVR 2000
GEOG 1290, GEOG 2200, GEOG 2250, GEOG 2272, GEOG 2520, GEOG 2530, GEOG 2540, GEOG 2550, GEOG 2700 (not offered), GEOG 3390
GEOL 1340, GEOL 1400, GEOL 1410, GEOL 1420, GEOL 2390, GEOL 2440, GEOL 2500, GEOL 2540, GEOL 2570, GEOL 3310

Faculty of Engineering

ENG 1440, ENG 1450, ENG 1460

Students may complete any combination of the courses listed above adding up to six credit hours to satisfy the Bachelor of Arts Science requirement.

(Course titles and descriptions can be found by searching the Undergraduate Calendar on-line at:
http://umanitoba.ca/calendar)

I ask that this report be transmitted to the meeting of Arts Executive on Wednesday February 4, 2015. Associate Dean Greg Smith has agreed to provide commentary and background information on this proposal at the Executive Committee meeting as I am unable to attend the meeting because of my teaching schedule.
Appendix I (Proposal #1)

Science Requirements at Other Canadian Institutions:

University of Winnipeg

c. The Science Requirement

Students must complete a minimum of 6 credit hours in Science courses at or above the 1000 level in the Bachelor of Arts, Bachelor of Business Administration, Bachelor of Kinesiology, and Bachelor of Physical and Health Education degrees and 18 credit hours at or above the 1000 level in the Bachelor of Science degree. In some cases, students may fulfil the Science Requirement and the Major Requirement with the same courses. In others, additional courses identified by the department must be taken. (Cross-listed courses will fulfil the Science requirement if one of the course numbers is designated as Science.)

The following University of Winnipeg subject area courses fulfil the Science requirement:

Anthropology:
Only ANTH-2300(3); ANTH-2304(3); ANTH-3207(3); ANTH-3302(3); ANTH-3306(3); ANTH-3308; ANTH 3309(3); ANTH-4212(3); ANTH-4302(3); ANTH-4303(3); ANTH-4305(3); ANTH-4307(3); ANTH-4308(3); ANTH-4309(3); ANTH-4311(3).

Applied Computer Science:
All courses except ACS-1453(3), ACS-1803(3), ACS-2916(3).

Biology: All courses

Chemistry: All courses except CHEM-0100(3)

Environmental Studies and Sciences:
Only ENV-1600(3); ENV-2603(3); ENV-2604(3); ENV-3476(3)

Geography:
Only GEOG-1201(3); GEOG-1202(3); GEOG-2207(3); GEOG-2210(3); GEOG-2213(3); GEOG-2214(3); GEOG-2215(3); GEOG-2216(3); GEOG-2218(3); GEOG-2219(3); GEOG-2304(3); GEOG-2306(3); GEOG-2316(3); GEOG-3210(3); GEOG-3215(3); GEOG-3306(3); GEOG-3307(3); GEOG-3319(3); GEOG-4203(3); GEOG-4212(3); GEOG-4321(3); GEOG-4322(3).

History:
Only HIST-2900(6).

Kinesiology and Applied Health:
Only KIN-2201(3); KIN-2202(3); KIN-2204(3); KIN-2301(3); KIN-2304(3); KIN-2500(3); KIN-2501(3); KIN-3106(3); KIN-3107(3); KIN-3201(3); KIN-3304(3); KIN-3500(6); KIN-
3501(3); KIN-3502(3); KIN-3505(3); KIN-4201(3); KIN-4207(3); KIN-4301(3); KIN-4500(6); KIN-4501(3); KIN-4502(3)

Mathematics:
All courses except MATH-2305(3)

Physics: All courses
Psychology:
Only PSYC-2101(3); PSYC-2102(3); PSYC-2600(3); PSYC-2610(3); PSYC-2620(3); PSYC-2800(3); PSYC-2900(3); PSY-2920(3).

Sociology:
Only SOC-2125(3)

Statistics: All courses

Note:
The following courses do not fulfil the Science requirement for the BA degree: Courses offered by the History Department in the History of Science area other than HIST-2900(6). Note: HIST-2900(6) and MATH/PHIL-2901(3) can be used to fulfil either the Humanities requirement or the Science requirement.

University of British Columbia
http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,197,282,55

Science Requirement

It is important that students understand and appreciate scientific methods, applications and reasoning.

The requirement can be met by successful completion of 6 credits chosen from:

1. Courses within the Faculty of Science
2. These courses in the Faculty of Arts:
   1. ASIC 200
   2. GEOB 102, 103, or any other GEOB courses
   3. LING 209
   4. PSYC science courses (263, 348, 360, 361, 363, 364, 365, 366, 367, 368, 448, 460, 461, 462, 463, 465, 466, 467, 469)
   5. GRSJ 201 (cross-listed with CPSC 101)
3. These courses in the Faculty of Forestry: FRST 303, 304
4. These courses in the Faculty of Land and Food Systems: APBI 244, 260, 311, 327, 328; FNH 200, 250.
5. These courses in the Faculty of Medicine: ANAT 390, 391; CAPS 390, 391.

Students may take any combination of the courses listed above adding up to 6 credits to satisfy the Science Requirement.

Important Note: The Faculty of Science offers several courses with overlapping content. Students may not earn credits for two courses with significant overlap. Students are advised to review the Science Credit Exclusion Lists to avoid registering in overlapping courses.
University of Regina

<table>
<thead>
<tr>
<th>Credit hours</th>
<th>Core requirements summary, see details above</th>
<th>Student's record of courses completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.0</td>
<td>Any course in MATH, STAT, CS (except CS 100), PHIL 150, 352, 450, 452, 460, SOST 201, ECON 224</td>
<td></td>
</tr>
<tr>
<td>3.0</td>
<td>Any course in ASTR, BIOL, CHEM, GEOL or PHYS that has a laboratory component, or GEOG 121</td>
<td></td>
</tr>
</tbody>
</table>

Brandon University


6.3.1 LIBERAL EDUCATION REQUIREMENTS

All students in the Faculties of Arts and Science must fulfill a minimum of six credit hours of specified courses in each of the areas of the Humanities, Social Sciences and Natural Sciences...

c) Students who have met the requirements for a Major in Biology, Chemistry, Computer Science, Geology, Mathematics, Physics, or Distributed Major will not be required to complete a further 6 credit hours of courses in the Natural Sciences.

d) Students who major in Geography who seek the B.Sc. degree will not be required to take a further six credit hours in the Natural Sciences. Students majoring in Geography who seek the B.A. degree will not be required to take a further six credit hours in the Social Sciences....

C. Natural Sciences

15:132 Human Anatomy and Physiology 6
15:152 Biological Diversity 3
15:163 Biodiversity, Functions and Interactions 3
18:170 General Chemistry II 3
38:190 Intro to Weather and Climate 3
42:161 Historical Geology 3
42:163 This Old Earth: A Trip Through Time 3
62:161 Computer Science II 3
62:182 Introduction to Linear Algebra 3
74:152 General Physics II 3
74:162 Foundations of Physics II 3
74:185 The Galaxy and the Universe 3

15:151 The Biology of Life 3
15:162 Cells, Genetics and Evolution 3
18:160 General Chemistry I 3
38:170 Introduction to Physical Geography 3
42:160 Intro to Earth Science 3
42:162 Our Dynamic Earth 3
62:160 Computer Science I 3
62:181 Calculus I 3
74:151 General Physics I 3
74:161 Foundations of Physics I 3
74:184 Solar System Astronomy 3
Breadth Requirements

In first year, students must include 1.0 course from each of two of the three categories A, B, and C, noted below. Prior to graduation, students must successfully complete 1.0 course from each of Categories A, B, and C.

The Categories

CATEGORY A (Social Science / Interdisciplinary / Multidisciplinary)...
CATEGORY B (Arts / Humanities / Languages)...

CATEGORY C

Engineering
Chemical and Biochemical Engineering, Civil and Environmental Engineering, Electrical and Computer Engineering, Engineering Science, Green Process Engineering, Mechanical and Materials Engineering, Software Engineering

Medical Science
Anatomy and Cell Biology, Biochemistry, Epidemiology and Biostatistics, Medical Biophysics, Medical Sciences, Microbiology and Immunology, Pathology, Pathology and Toxicology, Pharmacology and Toxicology, Physiology Science Actuarial

Science

Various
Communication Sciences and Disorders

*Students who completed Childhood and Family Relations, International and Comparative Studies, and Linguistics prior to September 1, 2007 are permitted to graduate with these courses recognized as Category B.

** Writing courses restricted to English as a Second Language students (e.g., Writing 0001F/G, 0002F/G, 1021F/G, 1022F/G) do not qualify as Category B courses.

Need a Category C/Science course?

- Click HERE for the printable PDF version

Many of the following courses are courses students take to fulfill their Science requirement.
Check your program to see whether you need a specific course. You must also check the prerequisites and anti-requisites in the calendar to be sure you are eligible for the course.

Note that some of the courses are not sufficient to prepare you for senior level courses in the same subject. You can tell by reviewing the course description and the prerequisites of senior courses.

* Courses which require no previous Science background.
  - Actuarial Science 1021A/B*
  - Astronomy 1021*
  - Biology 1201A, 1202B, 1225* (Online), 1229F/G*, 1290B
  - Calculus 1000A/B, 1100A/B, 1301A/B
  - Chemistry 1027A/B*, 1100A/B
• Computer Science 1101A/B*, 1026A/B*, 1033A/B
• Earth Science 1022A/B*, 1023A/B*, 1070A/B, 1081A/B*, 1083F/G*, 1086F/G (Online), 1088F/G*, 1089F/G*
• Environmental Science 1021F/G*
• Mathematics 0110A/B, 1120A/B, 1225A/B, 1228A/B, 1229A/B, 1600A/B
• Physics 1021*, 1028A/B
• Statistical Science 1023A/B, 1024A/B

Senior Level Courses (Check for Prerequisites)
• Actuarial Science 2053
• Astronomy 2021A/B*, 2022A/B*
• Biology 2001A/B*
• Computer Science 2050F/G
• Earth Science 2123A/B*
• History of Science 2200E*, 2220*
• Philosophy 2203E* (cross listed with History of Science 2200E)
• Physics 2032A/B*, 2065A/B*, 2070A/B*
• Statistical Science 2037A/B*
Appendix II (Proposal #1)

Method used to identify U of M Courses that can satisfy the B.A. Science Requirement

For the purposes of this proposal and based primarily on the accepted national definition and framework for defining scientific study in the natural sciences and engineering, the Faculty of Arts defines any course as meeting the Science requirement for Bachelor of Arts Degrees if all four of the following conditions apply:

1. The course is offered by a faculty other than the Faculty of Arts;
2. The course appears on the official Faculty of Arts list of approved courses that meet the Science requirement;
3. There is some reasonable avenue for an Arts student to complete the course, given constraints imposed by prerequisites and enrolment opportunities; and,
4. The course provides instruction in one or more of the topics that fall under the 12 Natural Sciences or Engineering (NSE) topics listed below.

Topics that correspond to the NSE guidelines and are eligible for NSERC funding include:

1. Genes, Cells, and Molecules
2. Biological Systems and Functions
3. Evolution and Ecology
4. Chemistry
5. Physics
6. Geosciences
7. Computer Science
8. Mathematics and Statistics
9. Civil, Industrial, and Systems Engineering
10. Electrical and Computer Engineering
11. Materials and Chemical Engineering
12. Mechanical Engineering

For a full listing of subjects covered under the NSE umbrella, please visit NSERC’s list of evaluation groups and research topics found here: http://bit.ly/NSERC Eval Res

Note #1: Should a University-wide committee be struck to identify a specific set of courses that satisfy a science requirement, the Faculty of Arts will adjust the above list of courses accordingly.

Note #2: The Faculty of Arts Policy Committee discussed the possibility of expanding the list of acceptable courses to include HNSC 1200 and HNSC 1210. Upon further review of course titles and descriptions, and the NSE guidelines, the Policy Committee felt comfortable leaving them off of the list of acceptable courses that can be used to satisfy the Science requirement in an Arts degree.
Supporting Documentation from the Faculty of Agriculture

From: Jared Carlberg  
Sent: December 19, 2014 12:31 PM  
To: Jason Leboe-McGowan  
Cc: Karin Wittenberg; Wendy Kramer  
Subject: Re: Arts Proposal

Dear Dr. Leboe-McGowan,

I am writing in response to your email below and your memo dated September 29th, 2014 in which you request permission from the Faculty of Agricultural and Food Sciences to list a subset of our courses as among those which would be eligible to partially satisfy your Faculty's requirement that students take six credit hours of Science courses as part of their degree programs. Our Faculty values the service that Arts provides to our students and welcomes the opportunity to have your students learn more about the disciplines in Agricultural and Food Sciences. Accordingly, be advised that we not only do not object to the inclusion of the courses identified in your memo (AGRI 1500 and 1510, ENMT 1000 and 2050, PLNT 1000 and 2500, SOIL 3060, 3520, and 3600), but also would encourage you to consider including some others that we believe would be appropriate to satisfy your Science requirement. Examples of such courses are HNSC 1200, 1210 and 2130 (all available online) and FOOD 1000 (there may be others). Please be aware that many of our courses have laboratory components, and that you should carefully review the calendar entries and/or course outlines for each to ensure it does in fact qualify to help satisfy your Science requirement.

Given that space in some of these courses is very tight (AGRI 1500 is perhaps the best example; it is among our Faculty core requirements and is always full & often over-subscribed), and to ensure that the needs of students in our own degree programs are met, we will ask you to submit reserve requests to us for those courses for which you would like Arts students to have access. After consideration, we will assign reserve space based on your request and the Guidelines for Management of Reserved Seats.

Please do not hesitate to let me know if you have any further questions or concerns about this matter.

Sincerely,

Jared Carlberg, Ph.D.
Acting Associate Dean (Academic)
Faculty of Agricultural and Food Sciences
261 Agriculture Building
University of Manitoba
204.474.9395
Jared.Carlberg@umanitoba.ca
Supporting Documentation from the Clayton H. Riddell Faculty of Earth, Environment, and Resources

From: Norman Halden
Date: October 7, 2014 at 3:40:33 PM CDT
To: Jason Leboe-McGowan
Cc: Jason Jorgenson, Mary Benbow

Subject: Courses that Satisfy the Faculty of Arts Science Requirement

Dear Dr. Leboe-McGown,

Further to your memo of September 29th regarding Faculty of Arts Science Requirements, we have no difficulty with you identifying the courses in your memo as meeting the Faculty of Arts Science requirement. On discussing this in our dean's office, you may also wish to consider:

**GEOG 2200** Introduction to Thematic Cartography (TS) Cr.Hrs. 3
**GEOG 3390** Introduction to Climate Change and Its Causes (PS) Cr.Hrs. 3
**GEOL 3310** Paleontology Cr.Hrs. 3 (Lab Required) (Formerly 007.331)

Norman M. Halden Ph.D., P.Geo., F.G.S., Dean
Clayton H. Riddell Faculty of Environment, Earth, and Resources
440 Wallace Building
University of Manitoba
Winnipeg, MB R3T 2N2
Phone 204 4 7 4 7248
email: nm_halden@umanitoba.ca

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Supporting Documentation from the Faculty of Engineering

From: Jonathan Beddoes
Date: October 6, 2014 at 9:51:01 AM CDT
To: Jason Leboe-McGowan
Cc: Nariman Sepehri

Subject: Courses that Satisfy the Faculty of Arts Science Requirement

Jason,

Your memo of 29 September 2014 requests that the following engineering courses:
ENG 1440
ENG 1450 and
ENG 1460
be added to the list of courses that satisfy the requirement for BA students to take 6 credit hours of courses that are scientific in nature.

The academic content of all courses in the Faculty of Engineering is categorized in terms of the major curriculum components. The courses above have the following components:

ENG 1440 - 100% Engineering Science
ENG 1450 - 100% Engineering Science
ENG 1460 - 25% Natural Science and 75% Engineering Science

For information:
Natural Science content is intended to impart an understanding of natural phenomena and relationships through the use of analytical and/or experimental techniques.

Engineering Science subjects involve the application of mathematics and natural science to practical problems.

Based on this curriculum information, I will leave it to your Faculty to decide if these courses satisfy your requirement for courses that appear to be scientific in nature.

It should be noted that all three of these courses have strict prerequisite requirements. For all three courses the prerequisites are high school completion with a minimum grade of 60% of Mathematics 405, Physics 405 and Chemistry 405. Students without these prerequisites will not be allowed to register in these courses as their probability of success will be very low.

These three courses are compulsory for all engineering programs. Each academic year the Faculty offers five sections of each course for a total capacity of 400 students. Given demand for engineering programs, all three courses are currently oversubscribed with many students not able to register in these courses.

I trust the foregoing is useful. If you have any questions, please do not hesitate to contact me.

Regards,

Jonathan Beddoes
DATE: January 27, 2015
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 Proposal #2 – Administration of Mid-Term Tests and Exams

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 admissions, degree programs (General, Advanced, Honours, and Integrated Studies), examinations, grading systems, required performance levels and all requirements for receiving degrees. At its meeting of January 23, 2015, the Committee discussed the following matters.

2. Proposal from the Dean’s Office to Revise Faculty of Arts Regulations for the Academic Evaluation of Undergraduate Student Course Work, specifically, Scheduling and Administering Term Tests and Final Examinations

Background:

Faculty of Arts Regulations for the Academic Evaluation of Undergraduate Student Course Work allow for the scheduling of term tests and final examinations outside of regular class hours under certain conditions. The policy reads as follows:

II. Scheduling and Administering Term Tests and Final Examinations

1. Term tests must be given in regular class hours (except for those given in the December examination period) except when permission to the contrary is first given by the Department Head. If a term test is to be given out of regular class hours, it must be scheduled so that it does not conflict with already scheduled classes that any student in the class is expected to attend or with already scheduled term tests or examinations that any student in the class is expected to write.

The Dean’s Office discourages departments from scheduling term tests outside of regular class hours. Doing so is seen as being unfair to students for various reasons but has been the practice of the Faculty of Science and other faculties for a number of years. In a recent meeting with the Faculty of Science, the Associate Dean explained that one of the main reasons for scheduling
tests outside of regular class hours is to conform to Science’s interpretation of the University’s policy on multi-section courses (http://umanitoba.ca/admin/governance/governing_documents/academic/362.html). The Faculty of Science developed common exams (midterms and finals) to make evaluations that are fair for students and that are in accordance with the policy.

A large department in the Faculty of Arts recently requested that the Dean’s Office generally allow term tests to be scheduled outside of regular class hours. The primary reason for the request is to be able to use a larger classroom in order to create spaces between students to reduce the likelihood of academic dishonesty. The Dean’s Office acknowledges and appreciates the fact that academic dishonesty adds to the workload of teaching staff but has concerns for students if the practice of scheduling tests outside of regular class time becomes pervasive.

**Observations:**

This is a longstanding problem for the Dean’s Office. Students frequently approach us to discuss midterm test conflicts, mainly conflicts between a test during regular class time in an Arts course and a Science test that has been set outside of class time but at the same time as the Arts test. Sometimes the Science instructor allows the Arts student to write an alternative test. Sometimes the Arts student must defer the marks for the Science test to the final examination (mostly Statistics and Math). Sometimes the Arts instructor has to reschedule the test to accommodate the Science test even though Arts policies have been followed. The student is forced to decide which class or midterm takes priority. Many students find it difficult to approach the instructor when this problem arises.

When students register they expect that, outside of scheduled class time, they will have room for normal day-to-day living, studying, writing papers and working. The Dean’s Office believes that it will be very unfair to students if all faculties adopt the practice of scheduling midterm tests in the evening or on Saturdays (as Science does). This would also significantly increase the number of test/class conflicts for students in their courses.

The Registrar has been involved in discussions of this matter and agreed to investigate the possibility of having a midterm test week as part of the academic schedule by using the exam software that is employed to schedule final exams. Unfortunately, the Registrar has confirmed that use of the software is not possible.

Based on the above, the Dean’s Office recommends that midterm tests not be scheduled outside of regular class time unless there are extenuating circumstances. The Dean’s Office has assured the department that made the request that academic dishonesty is a very high priority. Associate Dean Leboe-McGowan wrote recently to Susan Gottheil, Vice-Provost (Students) about this matter.

**It was unanimously RECOMMENDED that:**

That the Faculty of Arts Regulations for the Academic Evaluation of Undergraduate Student Course Work, Section II, Scheduling and Administering Term Tests and Final Examination, 1, be changed as follows: [Additions noted in bold print. Strikeouts indicate deletions.]:
II. Scheduling and Administering Term Tests and Final Examinations

1. Term tests must be given in regular class hours (except for those given in the December examination period), except when permission to the contrary is first given by the Department Head. In exceptional circumstances only, the scheduling of term tests outside of regular class hours may be permitted with the agreement of the Department Head or Program Coordinator and an Associate Dean, Undergraduate. If a term test is to be given out of regular class hours, it must be scheduled so that it does not conflict with already scheduled classes that any student in the class is expected to attend or with already scheduled term tests or examinations that any student in the class is expected to write.

I ask that this report be transmitted to the meeting of Arts Executive on Wednesday February 4, 2015.

Associate Dean Greg Smith has agreed to provide commentary and background information on this proposal at the Executive Committee meeting as I am unable to attend the meeting because of my teaching schedule.
February Report

Steven Lecce, Associate Dean, Undergraduate

February 9, 2015

A. Academic Integrity

I chaired 11 disciplinary hearings in the last month. This admittedly anecdotal sampling does seem to corroborate some of the statistical evidence compiled by my predecessors; that evidence establishes a clear link between English language (in)competency and plagiarism and/or cheating.

While the Dean’s office has tried to persuade central administration that this link must be foundational to any successful response to the problem, our attempts have been met with considerable resistance. Notwithstanding the fact that we have compelling evidence on our side, the perception seems to be that our enforcement of academic integrity is selective and unfairly biased against international students in particular. It is not hard to discern the financial imperatives and the political sensitivities at stake that might be prompting inertia. Given all of this, a two-pronged approach suggests itself: on the one hand, the Faculty needs to reformulate the complaint so that the real opportunity costs—financial, reputational, pedagogical—of academic dishonesty to the University (and not just the Faculty) are brought to light to reinforce the case for additional resources and also heightened scrutiny and reform of our recruitment and admission processes; on the other, while still pressing for those external changes, as a Faculty, we should not wait for them but, instead, devise creative solutions that can be implemented and managed from within, now.

We are in the process of figuring out what those solutions might be.

B. Accessibility Advisory Committee and Accommodation Team for the Faculty of Arts.

According to University policy, Student Accessibility Services registers students with disabilities and coordinates/implements their accommodation plan. Recently, the Senate Executive ad hoc Committee on Accommodation decided that each Faculty of the University should have an accessibility advisory committee composed primarily of academic staff and chaired by the Dean or an Associate Dean with responsibility for: advising the Dean on all matters related to accommodations including the resolution of conflict, determining bona fide requirements, reviewing impact of accommodations on academic standards.

I will chair this Committee. My first order of business will be to designate the number of members (the Senate Committee suggested 4-8 members) on the
Committee and then appoint people to it. Shortly, I will be canvassing for interested Faculty members with relevant experience and aptitude.

c. ADU Subcommittee to designate non-Science faculty courses as 'Science' credits.

I have been appointed to this subcommittee; it has yet to meet.
February Report
Louise Renée, Associate Dean Undergraduate
February 5, 2015

Associate Dean Undergraduate/University Liaison Committee

The Committee met on February 3, 2015. The ADU/ULC committee is a university-wide committee consisting of Associate Deans, administrative staff and two Vice-Provosts, Dr. David Collins and Ms. Susan Gottheil. The purpose of this committee is to review all matters relating to student affairs, including programs, policies, and student experience.

After much consultation across campus, the committee reviews policies and proposes modifications that are then forwarded to Senate for approval. Recently, we have been working on the following policies, but more discussion is still needed:

- Voluntary Withdrawal Policy
- Authorized Withdrawal Policy
- Student Criminal Background Check Policy
- Policy on the Respectful Workplace
- Policy on Medical Notes
- Policy on Transfer Credits
- Policy on Courses designated as Science courses

Please note that the Faculty of Arts has decided to present its own policy on S-courses to Faculty Council because it may take several years for Senate to approve a university-wide policy.

Academic Advising Council Committee

The Committee met on February 3, 2015. The Advising Council is a committee comprised of the president of the Advisors Exchange Group, representation from several faculties, various administrators, and chaired by Vice-Provost Susan Gottheil. The purpose of the committee is to improve academic advising across campus. We discussed the proposed changes to various policies and how advisors will need special workshops on many aspects of advising, including mental health and the implementation of a new degree audit system.

New Accessibility/Accommodation Committee

The Senate now requires all Faculties to set up accommodation teams to make sure students with special requests are fairly accommodated, but meet all bona fide requirements of a program. Steve and I will be working on setting up this committee in the next few weeks.