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# IMPORTANT NOTES

Updated July 3, 2018

## New to the University

### 1. Canadian Academic English Language Assessment – Computer Edition

The University Senate approved the use of the Canadian Academic English Language Assessment – Computer Edition (CAEL-CE) for assessment of applicants' English Language Proficiency.

### 2. Centre for Research in Cultural Studies

The University Senate approved a Centre for Research in Cultural Studies.

### 3. Qualifying Year for Graduate Studies

The University Senate approved a Qualifying Year program in which prospective Graduate Students may take a year of undergraduate courses on the recommendation of their Department to better prepare for application to Graduate Studies.

### 4. Student Planning

The new online tool "Student Planning" is now available through WebAdvisor to students in the Faculty of Graduate Studies. This self-service tool enables a student to plan an entire program of studies, schedule and register for courses for each term, and track their progress towards completing a degree.

**ACADEMIC TERMS** - The University of Winnipeg offers courses in three terms. The Fall and Winter terms each have 12 weeks of classes and 2 weeks of evaluation. A full course (6 credit hours) is normally taught over two terms and a half course (3 credit hours) over one term. However, a course may also be taught in a condensed or expanded time frame. The Spring term has 8 weeks of class and there is a Summer session during the months of July and August.

**FIPPA and PHIA** - *The Freedom of Information and Protection of Privacy Act (FIPPA)* and *The Personal Health Information Act (PHIA)* both apply to The University of Winnipeg. The Vice-Presidents of the University have responsibility for the implementation and oversight of all matters related to both pieces of legislation. Should any of the university's policies conflict with FIPPA or PHIA, the provisions of FIPPA or PHIA shall prevail unless otherwise expressly provided for at law.

**LOSS OF SERVICE** - No liability shall be incurred by The University of Winnipeg for loss or damage suffered or incurred by any student or third party as a result of delays in or termination of services, courses or classes by reason of: acts of God, fire, floods, weather, riots, wars, strikes, lock-outs, damage to University property, financial conditions, or other happenings or occurrences beyond the reasonable control of the University.

**NATIONAL DAY OF ACTION AND REMEMBRANCE OF VIOLENCE AGAINST WOMEN** - In recognition of the "National Day of Action and Remembrance of Violence Against Women," The University of Winnipeg Senate passed a motion that on December 6: there be academic amnesty for assignments, papers, participation marks, and attendance marks for that date; that no tests or exams be held after 3:30 p.m. on that date; and that classes operate on a normal schedule on that date.

**RELIGIOUS HOLIDAYS**- Students may choose not to attend classes or write examinations on holy days of their religion, but they must notify their instructors at least two weeks in advance. Instructors will then provide opportunity for students to make up work or examinations without penalty. On the recommendation of The Senate, a list of religious holidays is included below.

Religious Event	Religion	2018-19 DATES
Baisakhi	Sikh	April 14, 2018
Visakha Puja	Buddhist	April 29, 2018
Ramadan	Muslim	May 16 –June 15, 2018
Shavuot	Jewish	May 20-21, 2018
Lailat Ul Qadr	Muslim	June 11, 2018
Eid al Fitr	Muslim	June 15-17, 2018
Obon	Buddhist	July 13-15, 2018
Asalha Puja Day	Buddhist	July 27, 2018
Eid al Adha	Muslim	Aug 22-25, 2018
Krishna Janmashtami	Hindu	Sept 3, 2018
Rosh Hashanah	Jewish	Sept 10-11, 2018
Yom Kippur	Jewish	Sept 19, 2018
Day of Ashura	Muslim	Sept 21, 2018
Navaratri	Hindu	Oct 9-16, 2018
Diwali	Hindu	Nov 7, 2018
Mawlid an Nabi	Muslim	Nov 21, 2018
Guru Nanak Dev Sahib Birthday	Sikh	Nov 23, 2018
Hanukkah	Jewish	Dec 3-10, 2018

Christmas	Christian	Dec 25, 2018
Chinese New Year	Buddhist	Feb 5, 2019
Magha Puja	Buddhist	March 21, 2019
Baisakhi	Sikh	April 14, 2019
Good Friday	Christian	April 19, 2019
Passover	Jewish	April 20-26, 2019
Easter	Christian	April 21, 2019
Easter Monday	Christian	April 22, 2019
Ramadan	Muslim	May 6-June 4, 2019
Visakha Puja	Buddhist	May 18, 2019
Lailat Ul Qadr	Muslim	June 1, 2019
Eid al Fitr	Muslim	June 5-7, 2019
Shavuot	Jewish	June 9-10, 2019
Obon	Buddhist	July 13-15, 2019
Asalha Puja Day	Buddhist	July 16, 2019
Eid al Adha	Muslim	Aug 12-15, 2018
Krishna Janmashtami	Hindu	Aug 23, 2019

<http://www.interfaithcalendar.org/>

**SMOKING** - The University of Winnipeg is a non-smoking environment.

**IMPORTANT NOTICE AND DISCLAIMER**

The information in the 2018-2019 University Academic Calendar, posted on the University's website, is considered the final and accurate authority on all academic matters. If there are differences between any published documents and the posted Calendar, the posted Calendar will be considered the authority.

The contents of this Calendar reflect the intentions of the University at the time of posting, with respect to the matters it contains. THE UNIVERSITY EXPRESSLY RESERVES THE RIGHT TO DEVIATE FROM WHAT APPEARS IN THE CALENDAR, including both content and scheduling, in whole or in part, and including, without limiting the generality of this disclaimer, the right to revise the content of, and to cancel, defer, reschedule or suspend, in whole or in part, the scheduling of particular periods of instruction, courses, or programs, and the academic program of the University, and to alter, accelerate or defer fees and charges, and to do any or all of the above either in order to serve what the University considers to be the best interests of the academic or student community or of the University itself, or because of any circumstance or occurrence, whether occurring by or through the wilful act or negligence of the University, or otherwise and whether or not beyond the reasonable or other control of the University, and as a result of circumstances or occurrences including financial resources, natural catastrophe or disaster, the health, safety and well-being of the employees or students of the University, labour disagreements or disputes, slow-downs, work-stoppages, and strikes. THE UNIVERSITY DOES NOT ACCEPT, AND EXPRESSLY DISCLAIMS, ANY OR ALL RESPONSIBILITY OR LIABILITY to any person, persons or group, for any loss, injury, damages or adverse effect, either direct or indirect, consequential or otherwise, arising out of any one or more of such deviations. The University disclaims liability to any person who may suffer loss as a result of reliance upon any information contained in this Calendar.

Each and every of the subsequent provisions contained in this Calendar, and the relationship, both legal and otherwise, between the University, and its students, is expressly subject to and governed by the above provisions.

The Office of the Registrar will assist students with any questions or problems which might arise concerning the interpretation of academic regulations. It is, however, the responsibility of students to see that their academic programs meet the University's regulations in all respects.

March 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Mar 14 FINAL DATE to withdraw without academic penalty from courses which begin in January 2018 and end in April 2018 of the 2018 Winter Term.

Mar 30 GOOD FRIDAY: University closed.

April 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Apr 5 LECTURES END for the 2018 Winter Term.

Apr 9-21 The Winter Term evaluation period for final items of work for this term which can include scheduled tests, exams, or the submission of papers or projects.

Apr 17 2017-18 Convocation Awards nomination deadline

May 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May 1 LECTURES BEGIN for the Spring Term

May 1 FINAL DATE to pay fees without late payment fee being charged in the 2018 Spring Term.

May 21 VICTORIA DAY: University closed.

May 22 FINAL DATE to withdraw without academic penalty from courses which begin on May 1, 2018 and end on May 29, 2018 of the 2018 Spring Term.

May 28 LECTURES END for all courses scheduled in the first 4 weeks of the 2018 Spring Term which begin on May 1, 2018

May 29 Victoria Day Make-up day for 4 and 8 week classes which begin on May 1, 2018

May 30 No classes for courses in the 8 week term which begin on May 1, 2018 and end on June 27, 2018 of the 2018 Spring Term.

May 30 The Spring Term evaluation period for final items of work which can include scheduled tests, exams, or the submission of papers or projects for all courses scheduled in the first 4 weeks of the 2018 Spring Term which end on May 29, 2018.

May 31 FINAL DATE to withdraw without academic penalty from courses which begin on May 1, 2018 and end on June 12, 2018 of the 2018 Spring Term.

May 31 LECTURES RESUME for all courses in the 8 week term which begin on May 1, 2018 and end on June 27, 2018 of the 2018 Spring Term.

May 31 LECTURES BEGIN for all courses scheduled in the second 4 weeks of the 2018 Spring Term.

May 31 Spring/Summer General Bursary application deadline.

June 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Jun 13 FINAL DATE to withdraw without academic penalty from courses in the 8 week term which begin on May 1, 2018 and end on June 27, 2018.

Jun 12 LECTURES END for all courses scheduled in the first 6 weeks of the 2018 Spring Term which began on May 1, 2018, and includes classes in lieu of Victoria Day.

Jun 13 The Spring Term evaluation period for final items of work which can include scheduled tests, exams, or the submission of papers or projects for all courses scheduled in the first 6 weeks of the 2018 Spring Term which ends on June 12, 2018.

Jun 13 No classes for courses in the 12 week term which begin on May 1, 2018 and end on July 26, 2018.

Jun 14 LECTURES BEGIN for all course scheduled in the second 6 weeks of the 2018 Spring Term.

- Jun 14 LECTURES RESUME for all courses in the 12 week term which begin on May 1, 2018 and end on July 26, 2018 of the 2018 Spring Term.
- Jun 14 Annual Spring Convocation for the conferring of degrees in Arts, Kinesiology, Education and Theology
- Jun 15 Annual Spring Convocation for the conferring of degrees in Science, Business and Economics
- Jun 20 FINAL DATE to withdraw without academic penalty from courses in the second 4 week term which begin on May 31, 2018 and end on June 27, 2018 of the 2018 Spring Term.
- Jun 27 LECTURES END for all courses in the second 4 week term and the 8 week term of the 2018 Spring Term.
- Jun 28-29 The Spring Term evaluation period for all final items of work for the second 4 week term and the 8 week term which can include scheduled tests, exams or the submission of papers or projects.

July 2018						
SUN	MON	TUE	WE	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- Jul 1 CANADA DAY: University closed.
- Jul 2 UNIVERSITY CLOSED in lieu of Canada Day.
- Jul 3 – Aug 31 Registration period for the 2018-19 Fall/Fall-Winter Terms for all programs.
- Jul 3 – Jan 3 Registration period for the 2019 Winter Term for all programs.
- Jul 16 FINAL DATE to submit thesis for thesis examination by August 15 for graduation in October.

August 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- Aug 1 FINAL DATE for receipt of applications for graduation from candidates who expect to graduate in October 2018.
- Aug 6 TERRY FOX DAY: University closed.

September 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- Sep 1 Application due date to begin in Winter Term (January) for all graduate studies programs, except for the joint programs with the University of Manitoba.
- Sep 1-17 Period when 2018-2019 Fall and Fall/Winter Term course registration, course adds/drops and section changes occur. Registration in all courses will be subject to space availability.
- Sep 3 LABOUR DAY: University closed.
- Sep 4 LECTURES BEGIN for the 2018 Fall Term.
- Sep 17 FINAL DATE to pay fees without a late payment fee being charged for all courses which begin in the 2018 Fall and Fall/Winter Terms.

October 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Oct 7 - 13 Mid-term reading week. No classes.

Oct 8 THANKSGIVING DAY: University closed.

Oct 12 Annual Fall Convocation for the conferring of degrees.

Oct 15 FINAL DATE to submit thesis for thesis examination by November 15 for December 31 program completion.

November 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Nov 11 REMEMBRANCE DAY: University closed.

Nov 12 FINAL DATE to withdraw without academic penalty from courses which begin in September and end in December of the 2018 Fall Term.

Nov 15 FINAL DATE to withdraw without academic penalty from courses which begin in September and end in December of the 2018 Fall Term.

December 2018						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Dec 1 Deadline to apply for tri-council scholarships. (SSHRC, NSERC, and CIHR)

Dec 1 Application due date to begin in Spring term (May) for all graduate studies programs, except for the joint programs with University of Manitoba.

Dec 3 LECTURES END for the 2018 Fall Term

Dec 5-19 The Fall Term evaluation period for final items of work for this term which can include scheduled tests, exams, or the submission of papers or projects.

Dec 22- Jan 3 University closed from Dec 22, 2018 until January 2, 2019.

January 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Jan 3 University opens.

Jan 7 LECTURES BEGIN for the 2019 Winter Term.

Jan 4-18 Period when 2019 Winter Term course registration, course adds/drops and section changes occur. Registration in all courses will be subject to space availability.

Jan 15 Application due date for joint master's programs with University of Manitoba in History, Public Administration, and Religion.

Jan 18 FINAL DATE to pay fees without a late payment fee being charged for all courses which begin in the 2019 Winter Term.

February 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

Feb 1 FINAL DATE for receipt of applications for graduation from candidates who expect to graduate in June 2019.

Feb 4 - Apr 1 Registration period for MFT program for the 2019 Spring/Summer Term.

Feb 11 Annual Winter in Absentia Convocation for conferring of degrees.

Feb 15 FINAL DATE to withdraw without academic penalty from courses which begin in September 2018 and end in April 2019 of the 2018-2019 Fall and Winter Term.

Feb 16-22 Mid-term reading week. No classes.

Feb 18 LOUIS RIEL DAY University closed.

March 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

- Mar 1 Deadline to apply for a Manitoba Graduate Scholarship and for a University of Winnipeg Graduate Scholarship
- Mar 4 Registration (excluding MFT) commences for 2019 Spring/Summer Term with end dates dependent on course start dates.
- Mar 15 FINAL DATE to submit thesis for thesis examination by April 15 for graduation in June.
- Mar 15 FINAL DATE to withdraw without academic penalty from courses which begin in January 2019 and end in April 2019 of the 2019 Winter Term.

April 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

- Apr 2-10 Course change period for MFT program for the 2019 Spring/Summer Term
- Apr 5 LECTURES END for the 2019 Winter Term.
- Apr 9-23 The Winter Term evaluation period for final items of work for this term which can include scheduled tests, exams, or the submission of papers or projects.

Apr 10 FINAL DATE to pay fees without a late payment fee being charged for MFT program 2019 Spring Term courses.

Apr 19 GOOD FRIDAY: University closed.

May 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- May 1 LECTURES BEGIN for the 2019 Spring Term.
- May 15 FINAL DATE to pay term fee triggers (including continuance terms) without late payment fee being charged in the 2019 Spring Term (excluding MFT and Theology programs).
- May 20 VICTORIA DAY: University closed.
- May 27 FINAL DATE to withdraw without academic penalty from courses which begin on May 6, 2019 and end on June 3, 2019 of the 2019 Spring Term.

June 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Jun 13 -14  
Annual Spring Convocation for the conferring of degrees in Arts, Science, Business and Economics, Kinesiology, Education, and Theology.



JULY 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Jul 1 CANADA DAY: University closed.

Jul 16 FINAL DATE to submit thesis for thesis examination by August 15 for graduation in October.

September 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Sep 2 LABOUR DAY: University closed

Sep 3 Lectures begin for the 2019 Fall Term

August 2019						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Aug 1 FINAL DATE for receipt of the applications for graduation from candidates who expected to graduate in October 2019

Aug 5 TERRY FOX DAY: University Closed.

# GRADUATE STUDIES GLOSSARY

Updated May 28, 2018

## **-A/B-**

**Academic Calendar:** This annual publication provides key information for students on many aspects of their studies at The University of Winnipeg, including general regulations, degree requirements, grading policies, and course descriptions. Starting in 2015, the University began to produce two separate documents: a Graduate Academic Calendar and an Undergraduate Academic Calendar. Both documents can be found on the University's website: <https://www.uwinnipeg.ca/academics/calendar/index.html>

**Academic Misconduct:** This refers to dishonest student behaviours that subvert academic standards. Examples include, but are not limited to plagiarism, cheating, improper research/academic practices, obstruction of the academic activities of another, impersonation, falsification or unauthorized modification of an academic record, aiding and abetting academic misconduct. See *Regulations and Policies* in the Calendar.

**Admission:** The process of applying to and providing the necessary documentation to enroll in a degree credit program at The University of Winnipeg. See *Admission Policies and Procedures* in the Calendar.

**Alumni:** Graduates of University degree programs and PACE (Professional, Applied and Continuing Education) certificate and diploma programs are collectively called alumni. Upon graduation, these students automatically become members of the Alumni Association. Students who have successfully completed 30 credit hours of degree-credit courses may apply for Associate Membership.

**Appeal:** An avenue of recourse available to students who wish to seek redress for what they deem to be an unfair decision of a faculty member or the University administration, or to obtain exemption from a policy or regulation. Appeal procedures are outlined in *Regulations and Policies* in the Calendar. Examples include deferred exams, incomplete term work and grade appeals.

**Audit:** An audit student is someone who has paid a reduced fee and has been granted permission by the instructor and department to sit in on a course. An audit student may not participate in the class, except by invitation of the instructor, and is not entitled to write tests or exams, to have work graded, or to receive course credit.

## **-C-**

**Catalog Year:** The year of the Academic Calendar containing the requirements a student must complete to earn a degree. Because degree requirements may change over time, a student may elect to change the catalog year to utilize requirements from newer or older calendars that fit best with their academic record. Students may not select a catalog year from years prior to the year of their admission to The University of Winnipeg.

**Challenge for Credit:** A method through which a student may, with appropriate evidence and documentation, be able to obtain credit based on an assessment of their informal and non-formal learning. PLAR or 'challenge for credit' procedures are outlined in the *Regulations and Policies* section of the Academic Calendar. For more information, contact Adult Learner Services.

**Chair:** The head of an academic department.

**Collegiate:** The division of the University which offers a Grades 9 – 12 high school program.

**Contact Hours:** This term refers to the total number of hours of instruction for a specific course. This number includes weekly lectures, labs, and tutorials, as well as any other scheduled requirements.

**Continuing Student Status:** In Graduate Studies, this term, also called "continuance," status refers to students who do not complete their degree within the allotted number of terms appropriate to their full-time or part-time designation and who pay the corresponding fees for maintaining this status.

**Convocation:** The ceremony at which degrees are conferred upon students, after which they are called graduates or alumni.

**Coordinator:** The head of an interdisciplinary program or department unit.

**Corequisite:** A specific course or requirement which must be undertaken at the same time as a prescribed course, if it has not already been completed.

**Credit Hours:** The "weight" of a course reflecting the amount of class time. Most courses are valued at **6 credit hours** (three lecture hours per week for TWO terms) or **3 credit hours** (three lecture hours per week for ONE term). The number of credit hours is noted in brackets after the course number. Example: PSYC-1000(6) Introductory Psychology is worth 6 credit hours. A student must successfully complete a specified total number of credit hours as part of meeting degree requirements. For example: 90 credit hours must be completed for a three-year BA. A student must also successfully complete a specific number of credit hours in the Major subject. See *Degree and Major Requirements* as well as *Areas of Study* in the Academic Calendar.

**Cross-listed:** A course which is cross-listed by two academic departments (e.g. MATH and STATS; HIST and CLAS; ECON and BUS) relates in content and perspective to both disciplines. As such, it may be offered under either department's course number. A cross-listed course may be used to partially meet the Major requirements of either department, regardless of the course number at

the time the course was successfully completed. Note: There are a few courses cross-listed by three departments (for example, UIC, IS and BUS).

## **-D-**

**Dean:** The administrative head of an academic unit at the University.

**Deferred Exam Appeal:** The opportunity granted to a student by the Senate Appeals Committee or an academic department to write a final exam or final test at an alternate time from the scheduled date. Appeal procedures are outlined in *Regulations and Policies* of the Academic Calendar.

**Discipline:** A branch of knowledge or learning.

**Drop/Withdrawal:** A student may choose to drop, or withdraw voluntarily from any course, up to and including the designated voluntary withdrawal deadline for that course. (See "Course Drop Information" and "Course Withdrawal Schedule" on the website for details.) The University may withdraw a student involuntarily from a course due to non-payment of fees, unacceptable classroom behaviour, or other issues.

## **-E-**

**Elective:** A course not prescribed by the requirements of a program, but acceptable within that program and chosen by the student with the approval of their Graduate Program Advisor.

**Experiential Learning:** Uses direct experience and reflection on that experience as a means of learning. It includes activities such as co-ops, practica, internships, fieldwork, service learning and PLAR.

**Experimental Courses:** New courses offered by departments on a trial basis to gauge interest in particular topics. In the Academic Calendar, descriptions of experimental courses are included at the end of each department's section.

## **-F-**

**Faculty Members:** The teaching and research staff of the University.

**Faculty:** A Faculty is a division of the University. The University of Winnipeg has the Faculties of Arts, Business and Economics, Education, Graduate Studies, Kinesiology, and Science.

**Fee Payment Schedule:** This term refers to the schedule of fee payment dates and deadlines for students. The dates are set by Financial Services and are not negotiable.

**FIPPA:** The acronym for the Freedom of Information and Protection of Privacy Act of the Government of Manitoba.

**Formal Learning:** occurs within an educational institution, in the presence of a knowledge expert with an established curriculum to be completed within a specified time toward a credential, such as: courses completed at universities, colleges and extended and continuing education departments.

**Full-Time Student:** In Graduate Studies, full-time students are students who: 1) are pursuing their studies as a full-time occupation; 2) identify themselves as a full-time student; and 3) plan to complete the program within the designated number of terms permitted for full-time students and do not exceed these limits. In a one-year Master's program, students are permitted three (3) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis. In a two-year Master's program, students are permitted six (6) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis. \*Note: Individual programs may have their own policies which prescribe a shorter period of time (fewer number of terms) within which full-time students must complete their program of study.

## **-G-**

**Grade Point:** The numerical value given to an alphabetical letter grade used in the assessment of academic performance.

**Grade Point Average:** A numerical index of performance, the Grade Point Average or GPA is calculated by dividing the number of weighted grade points achieved by the number of credit hours successfully completed. A cumulative GPA is based on all course attempts for which grades were received. The graduation GPA is based only on those courses which are presented for graduation (e.g., the best 90 credit hours for a 3-Year Degree that satisfy degree requirements, excluding failed courses and using the best grade in any course that was repeated).

**Graduate Program:** A program of studies that leads a student to a Master or Doctoral degree.

**Graduate Program Advisor:** Every graduate student must have an advisor who is a faculty member at the University of Winnipeg. The Graduate Program Advisor is the primary contact and the person responsible for guiding a graduate student through their studies at the University of Winnipeg. The Graduate Advisor shall: 1) assist students with planning a program of study; 2) ensure that students are aware of all general regulations, policies and guidelines, program requirements, and degree regulations of the graduate department and the Faculty of Graduate Studies; 3), attend all supervisory committee meetings as well as student thesis,

clinical, or technical practicum examinations in accordance with University of Winnipeg Graduate Studies regulations; and 4) prepare an annual report of the progress of the graduate student.

**Graduate Program Committee (GPC):** The Graduate Program Committee is responsible for: 1) curricular development and implementation; 2) overseeing program delivery; 3) making recommendations for admission of students to the Graduate Studies Office; 4) overseeing the supervision of all graduate students enrolled in their program and monitoring their progress; 5) monitoring examinations and theses; 6) other duties as assigned by the Dean of Graduate Studies or the Department Chair. Where possible, the GPC shall use the existing procedures and committees of the departments in its work, with the final approval of all matters concerning the development and delivery of graduate studies in a unit resting with the GPC. The GPC, through its Chair, reports to the Dean of Graduate Studies on all matters related directly to graduate studies. The GPC, through its Chair, reports to the Chair of the Department on matters that concern the Department.

**Graduate Program Committee Chair:** The Graduate Program Committee Chair is the chief liaison with the Faculty of Graduate Studies and the official representative of each graduate program to its graduate students. The Graduate Program Committee Chair shall report to the Dean of Graduate Studies regarding all matters related directly to graduate programming. In matters that concern the department or unit offering a graduate program, the Graduate Program Committee Chair shall continue to report to the Chair or Director and follow the regular procedures and policies of the administrative unit. The Graduate Program Committee Chair shall: 1) provide leadership to the Graduate Program Committee; 2) be a member of the Graduate Studies Committee (or appoint a designate); 3) ensure that the graduate program is operating according to the policies and procedures set out by the Faculty of Graduate Studies and its department's supplementary regulations; 4) take on other duties as assigned by the Dean of Graduate Studies, the Graduate Studies Committee, or the Graduate Program Committee; and 5) attend, if requested, meetings of his or her faculty council (as per Senate Standing rules).

**Graduate Student:** A graduate student is a student accepted in a University of Winnipeg graduate program, or accepted as a visiting student in a graduate course(s) at the University of Winnipeg. Graduate students are expected to read all relevant documents and the Graduate Studies Calendar to become familiar with all regulations and deadlines relating to their programs and the Faculty of Graduate Studies. Graduate students are responsible for their own programs and must ensure that they submit appropriate forms to their graduate department, appropriate university administrative unit, and the Faculty of Graduate Studies for signature and processing, that their registration is accurate and does not lapse, and that they pay all the fees required by the deadline dates.

**Graduate Supervisor:** The Graduate Student Supervisor shall: 1) be directly responsible for supervising and providing guidance on all aspects of a student's thesis, practicum, or research program; 2) stay informed of the student's progress and prepare an annual report summarizing progress in research, clinical, or technical activities; 3) ensure that scientific research is conducted in a way that is effective and safe; 4) review and evaluate student theses and major research papers in draft and final form; and 5) in accordance with the University of Winnipeg Graduate Studies regulations, attend all supervisory committee meetings as well as student thesis, clinical or technical practicum examinations.

**Graduation:** The process whereby students, having completed all the requirements in a prescribed course of study, are awarded the degree(s) earned, after which they are called graduates or alumni. A student must apply, in advance, for graduation – see *Regulations and Policies* of the Academic Calendar.

## **-H/I/J/K/L-**

**Humanities:** Refers to the study of ideas about human culture and its expression through art forms and systems of thought. Disciplines designated as Humanities at The University of Winnipeg include Aboriginal Languages, Classics, East Asian Languages and Cultures, English, French Studies, German Studies, History, Italian Studies, Philosophy, Religion and Culture, Spanish Studies, Theatre and Film, and Women's and Gender Studies.

**Incomplete Term Work Appeal:** This term refers to the opportunity, granted to a student by the Senate Appeals Committee or an academic department, to complete items of term work after the end of the evaluation period for a course. Appeals procedures are outlined in *Regulations and Policies* of the Calendar.

**Informal Learning:** occurs anywhere, anytime and with anyone. It is how individuals manage their everyday lives, such as: dealing with emerging health issues, rearing children, conducting household renovations, volunteering in the community, hobbies and managing projects at work.

**Joint Discipline Committee (JDC):** The Joint Discipline Committee of each Joint Master's Program shall take on duties and responsibilities as outlined in the Governing Documents of the Joint Master's Programs. The Joint Discipline Committee shall have reporting responsibility as outlined in the Governing Documents of the Joint Master's Programs which includes being under the joint jurisdiction of both universities and the responsibility to work in cooperation with hosting departments at both universities, the Joint Senate Committee, the Dean of the Faculty of Graduate Studies at the University of Manitoba, and the Dean of the Faculty of Graduate Studies at The University of Winnipeg.

**Joint Master's Program Chair OR Associate Chair:** The Joint Master's Program Chair or Associate Chair, whichever is a University of Winnipeg faculty member, acts as the chief liaison with the Faculty of Graduate Studies. The Joint Master's Program Chair or Associate Chair shall take on duties and responsibilities as outlined in the Governing Documents of the Joint Master's Programs. The Joint Master's Program Chair or Associate Chair shall have reporting responsibility as outlined in the Governing Documents of the Joint Master's Programs, which includes being under the joint jurisdiction of both universities and the responsibility to work in cooperation with the Joint Discipline Committee, the hosting departments at both universities, the Joint Senate Committee, the Dean of the Faculty of Graduate Studies at the University of Manitoba, and the Dean of Graduate Studies at The University of Winnipeg. The Joint Master's Program Chair or Associate Chair shall be a member of the Graduate Studies Committee (UW) and the Joint Senate Committee for Joint Master's Programs (UM/UW).

## **-M/N/O-**

**Non-Academic Misconduct:** Students have a responsibility to act in a fair and reasonable manner in their interactions with their peers, faculty, staff, and administration and in their use of university property. Examples of Non-Academic Misconduct include threats, using abusive language, violence, and disruptive behaviour. See *Regulations and Policies* in the Academic Calendar.

**Non-Formal Learning:** is any educational activity that has clear learning objectives but usually takes place outside of an educational institution or does not lead to credentials: conferences, seminars and workshops through the workplace, training for volunteers and community programs.

## **-P/Q-**

**Part-Time Student: In Graduate Studies,** part-time students are students who: 1) do not meet the requirements for full-time status; and 2) plan to complete the program within the designated number of terms permitted for part-time students and do not exceed these limits. In a one-year Master's program, students are permitted six (6) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis. In a two-year Master's program, students are permitted twelve (12) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis. Note: Individual programs may have their own policies which prescribe a shorter period of time (fewer number of terms) within which part-time students must complete their program of study.

**PHIA:** The acronym for the Personal Health Information Act of the Government of Manitoba.

**Plagiarism:** This is a form of academic dishonesty where an individual presents work of another person, in whole or in part, as his or her own. Here "work" includes, but is not limited to essays, oral presentations, lab reports, art and performance compositions, diagrams, computer reports or software, research results. Plagiarism also includes submitting the same work for evaluation to more than one course without the consent of each instructor to do so. See Student Discipline under *Regulations and Policies* of the Academic Calendar.

**PLAR:** The acronym for Prior Learning Assessment and Recognition. See definition below.

**Post-Secondary Education:** is an optional final stage of formal learning that occurs after secondary education.

**Practicum:** A course of study based on the practical application of theory to field work or research.

**Prerequisite:** The preliminary requirement which must be met before a course can be taken.

**Prerequisite Waiver:** Written permission from the instructor and/or Department for a student to register in a course without the stated prerequisite.

**Prior Learning Assessment and Recognition:** an educational initiative that provides learners with welcome opportunities to identify demonstrate and gain recognition for what they already know and can do. It allows learners to obtain credit for university-level knowledge and skills gained through informal and non-formal learning and/or other educational programs ineligible for transfer. Procedures for PLAR are outlined in the section *Regulations and Policies* of the Academic Calendar. Contact Adult Learner Services for more information.

**Professional, Applied and Continuing Education (PACE):** Formerly known as the Division of Continuing Education, PACE offers non-degree credit courses and certificate/diploma programs in areas such as Information Technology, Public Relations, Human Resources, Educational Assistant Training, Languages and Management. For more information, see PACE on the University's website.

## **-R-**

**Recognition of Prior Learning (RPL)** provides learners with welcomed opportunities to identify, demonstrate and gain recognition for what they already know and can do. Four main areas under RPT: Mature Access, Transfer Credit, PLAR-Challenge for Credit Process and Military Training and Service.

**Registration:** The process of officially enrolling in courses for a particular term(s).

**Requisites:** Are requirements that must be met in order to take a course and receive credit for it. They may include prerequisites (courses that should be completed beforehand) and/or corequisites (courses to be taken concurrently, including labs).

**Research Ethics:** All members of the University community who conduct research or teaching activities in which human or vertebrate animal subjects are used must have the approval of the appropriate Research Ethics Committee prior to data gathering.

**Residence Requirement:** The total number of credit hours that must be taken at The University of Winnipeg in order to qualify for a degree from the University.

## **-S-**

**Science:** The disciplines that are devoted to the systematic observation of and experimentation with the material and the functions of the natural or physical world. Disciplines designated as Natural or Physical Sciences at The University of Winnipeg include Biology, Chemistry, Geography (Physical) and Physics. Mathematics and Statistics are usually included among the Science disciplines although they deal with abstract numerical relationships rather than with the natural or physical world.

**Section:** The University of Winnipeg may offer the same course multiple times per Term. To specify the class, a three-digit section number is assigned and can be found in the Timetable or WebAdvisor.

**Social Science:** The scientific study of society and social relationships and behaviour. Disciplines designated as Social Sciences at The University of Winnipeg include Anthropology, Economics, Geography (Human and Regional), Political Science, Psychology and Sociology.

**Student Planning:** A web-based self-service system that allows a student to plan courses towards a degree at The University of Winnipeg, and to register for courses in the upcoming terms. Students access this tool through WebAdvisor.

## **-T-**

**Taxation Receipts:** The **T2202A tax form (Tuition and Education Deduction Form)** is available to you online through your **WebAdvisor account at the end of February. T2202A forms are not mailed to students. Students must go online to retrieve and print their own forms.** <https://www.uwinnipeg.ca/fees/tax-form-2202a.html>

**Term:** A designated period in the academic year during which courses are offered. Typically, **Fall Term** runs from September to December and **Winter Term** runs from January to April. **Fall-Winter Term** covers the entire period, from September to April. **Spring-Summer Term** spans from May to August, with courses starting on different dates throughout this time period.

**Thesis Examining Committee:** The Thesis Examining Committee shall consist of the student's Advisor, Supervisor, and at least two other examiners, one of whom must be external to the student's graduate department or program. All persons on a Thesis Examining Committee must be members of the Faculty of Graduate Studies at The University of Winnipeg unless expressly approved by the Dean of Graduate Studies. The Dean of Graduate Studies, or designate, shall chair the committee but takes no part in the final decision. The Thesis Examining Committee shall be responsible for examining and reporting on the student's thesis. The final decision shall be based both on the content of the thesis and the candidate's ability to defend it.

**Timetable:** The list of courses which are offered during a particular term or terms.

**Timetabling:** The act of selecting and scheduling courses from the Timetable.

**Transcript:** The official document prepared by the Student Records Office of each student's complete academic history.

## **-U/V/W-**

**Undergraduate:** A student registered in a program of studies which leads to a Bachelor's degree.

**WebAdvisor:** The University's online registration system. Anyone can go to the University's website and click on WebAdvisor to search and read about course offerings for an upcoming term. Admitted students with an ID and password can also use this system for other functions, such as to register for courses, review their student history/transcript/financial statement, and access final grades.

**Withdrawal/Drop:** A student may choose to drop, or withdraw voluntarily from any course, up to and including the designated voluntary withdrawal deadline for that course. (See "Course Drop Information" and "Course Withdrawal Schedule" on the Graduate Studies website for details.) The University may withdraw a student involuntarily from a course due to non-payment of fees, unacceptable classroom behaviour, or other issues.

# GRADUATE STUDIES THE UNIVERSITY

June 8, 2018

## 1. Degrees Offered

- a. Graduate Degrees
- b. Undergraduate Degrees

## 2. Mission Statement

- a. Mission
- b. Guiding Principles

## 1. Degrees Offered

### a. Graduate Degrees

The University confers the following graduate degrees:

#### University of Winnipeg Master's Programs:

Master of Science in Applied Computer Science and Society	MSc
Master of Science in Bioscience, Technology and Public Policy	MSc
Master of Arts in Criminal Justice	MA
Master of Arts in Cultural Studies	MA
Master's in Developmental Practice:	
Indigenous Development	MDP
Master of Arts in Environmental, Resource and Development Economics	MA
Master of Arts in Indigenous Governance	MA
Master of Marriage and Family Therapy	MMFT
Master in Management:	
Technology, Innovation and Operations	MiM
*Master of Arts in Theology	MA
*Master of Arts in Spiritual Disciplines and Ministry Practices	MA
*Master of Divinity	MDiv
*Master of Sacred Theology	STM

\*No new students are being accepted into these Theology programs at this time.

For further information on graduate degrees in Theology, please see "The United Centre for Theological Studies" on the University's website.

#### Joint Master's Programs with the University of Manitoba:

Master of Arts in History	MA
Master of Arts in Religion	MA
Master of Public Administration	MPA
Master of Arts in Peace and Conflict Studies	MA

### b. Undergraduate Degrees

The University confers the following undergraduate degrees in the Faculties of Arts, Science, Education, Business and Economics, and The Gupta Faculty of Kinesiology and Applied Health:

Bachelor of Arts	BA (90 credit hours)
Bachelor of Arts (4-Year)	BA (4-Yr) (120 credit hours)
Bachelor of Arts (Honours)	BA (Hons) (120 credit hours)
Bachelor of Science	BSc (90 credit hours)
Bachelor of Science (4-Year)	BSc(4-Yr) (120 credit hours)
Bachelor of Science (Honours)	BSc(Hons) (120 credit hours)
Bachelor of Education (Integrated with BA)	BEd/BA (150 credit hours)
Bachelor of Education (Integrated with BSc)	BEd/BSc (150 credit hours)

Bachelor of Education (Integrated with BPHE)	BEd/BPHE (150 credit hours)
*Bachelor of Theology	BTh
Bachelor of Business Administration	BBA (90 credit hours)
Bachelor of Business Administration(4-Year)	BBA (4-Yr) (120 credit hours)
Bachelor of Physical and Health Education (3-Year)	BPHE (90 credit hours)
Bachelor of Kinesiology (4-Year)	BKin (120 credit hours)

\*No new students are being accepted into this Theology program at this time.

## 2. Mission Statement

### a. Mission

The University of Winnipeg is committed to excellence in post-secondary education through undergraduate and selected graduate programs, rooted in the liberal arts and culminating in degrees such as those in Arts, Business Administration, Science, Education, Kinesiology, and Theology. In pursuit of our mission, we are guided by the knowledge that our primary responsibility is to our students, to whom we strive to offer a community which appreciates, fosters, and promotes values of human dignity, equality, non-discrimination and appreciation of diversity. We view both accessibility and excellence as important goals, and will endeavour to make the University as accessible as we can while maintaining high standards of quality in our academic programs. In the practice of scholarly enquiry through both teaching and research, we provide students with breadth and depth of knowledge, the skills to communicate effectively and to make informed decisions, an understanding of the ethical problems facing our society, and an appreciation of the full range of human, aesthetic, and environmental values. The University of Winnipeg values academic freedom, self-governance and community service.

### b. Guiding Principles

The following abilities are central to a sound liberal arts and science education: the ability to express oneself clearly and to read and listen critically; the ability to think logically and analyze quantitatively and qualitatively; the ability to relate the methods of the natural and social sciences to our natural and social environment; the ability to make informed and discriminating ethical and other value judgements; and the ability to interpret persons, things, events and circumstances from multiple philosophical, historical, cultural, and scholarly perspectives. An undergraduate liberal arts and science education enhances professional programs and provides a basis for life-long learning.

In keeping with the traditions of our founding colleges, The University of Winnipeg is concerned with developing our students' intellectual capacities, and their sense of self-worth and of responsibility to the community. We seek to increase their awareness of important moral issues, to develop and foster their concern for the welfare of others, and to enrich their understanding of the interdependence of all aspects of life in

the modern world. This may be achieved through the application of multi-disciplinary approaches to the study of important issues wherever possible.

The unique character of The University of Winnipeg derives from the fact that we are a medium-sized university with a primary focus on liberal education. This enables us to offer considerable breadth and depth in our programs while maintaining reasonable class sizes and enhanced interaction among students and between students, faculty and staff. It is an important part of our mission to preserve and, wherever possible, to enhance this character through carefully planned academic development and attention to the needs of our students, both full and part-time. The University will continue to seek improvements in its physical facilities and amenities, including ways in which the University can have a positive impact on the broader environment. These actions will require increased attention to matters of funding, through continued advocacy before the provincial government and the public on the University's financial needs, and through efforts to raise funds from the private sector in support of programs, facilities and scholarships.

In the true spirit of the nature of universities, The University of Winnipeg has an important role in the creation of new knowledge and the exploration of new ideas. Through support of the research and other scholarly activities of faculty members, including participation in graduate studies both within the institution and in collaboration with other universities, the University ensures that teaching and learning keep pace with the ever-changing state of knowledge. Further, we are committed to providing our undergraduates with opportunities to participate in, and contribute to, these activities at a relatively early stage in their academic development.

Through the Faculty of Graduate Studies, The University of Winnipeg will work in partnership with other colleges and universities and with various denominations and religious traditions to provide certificate and graduate programs in Theology.

Our commitment to excellence is extended to include secondary education through The Collegiate, and to life-long learning through Professional, Applied and Continuing Education (PACE).

As essential components of the University tradition, the values placed on equality and diversity, academic freedom, self governance and community service, provide the environment whereby a community of scholars, students, and faculty may have the freedom to examine ideas responsibly, and to participate in the academic operations of the institution through processes which reflect a balance between democracy, efficiency, innovation, and accountability. Our mission and role in society requires that we foster an exemplary employment environment and adopt policies and measures which foster an atmosphere free from racism, sexism, and all other forms of stereotyping, harassment, and discrimination. The University of Winnipeg values the contributions of all staff members to our academic enterprise, and will endeavour to provide a healthy work environment, improved career opportunities, and job satisfaction.

The University of Winnipeg strives to pay particular attention to ways in which institutional resources – human, cultural, athletic, and recreational – can improve the quality of life in the broader community. This includes cooperation with business, industry, government, and community groups, and actions which ensure that the public is well-informed about the University and has ample opportunities to communicate with it.

The University of Winnipeg recognizes that our most valuable community resource is our alumni. We are committed to maintaining our ties with our graduates through open communication, through increased involvement of our alumni in the activities of the University and the Alumni Association, and by providing opportunities for further education.

**Up-to-date information on**

- **Registration**
- **Fees**
- **Awards and Financial Aid**

**can be found in the Graduate Studies section of the University's website at**

**[www.uwinnipeg.ca](http://www.uwinnipeg.ca)**



# ADMISSION PROCEDURES AND POLICIES

Update May 29, 2018

## 1. Admission Requirements

- a. Minimum Entry
- b. Program Specific Requirements

## 2. Application Process

- a. Application Fees
- b. Required Documentation
- c. Proof of English Proficiency
- d. Plan of Study
- e. Curriculum Vitae or Other Achievements

- f. Proof of Citizenship
- g. Confidential Letters of Recommendation
- h. Transcripts of Post-Secondary Education
- i. Falsified Documents
- j. Retention of Documents

## 3. Application Due Dates

## 4. Admission Categories

The University welcomes applications from Canadian and International students. All students must apply for and be granted admission to The University of Winnipeg's Graduate Studies Program. Acceptance is required before students may register in courses. Admission to graduate programs is competitive and meeting the minimum requirements does not guarantee admission.

**Note: Joint Master's Program and graduate programs in Theology and Marriage and Family Therapy have Admissions protocols and procedures which are compatible with, but not identical to, the policies and procedures which follow.**

Students seeking admission to Graduate Studies at The University of Winnipeg shall fill out the online application and upload supporting documentation:

<https://oa2.uwinnipeg.ca/OnlineAdmissions/Account/Login?ReturnUrl=%2fOnlineAdmissions>.

When the application files are complete, they shall then be forwarded to the appropriate Graduate Program Committee (GPC) for review and evaluation. The Graduate Program Committees shall forward their recommendations to the Office of the Dean of Graduate Studies. Official letters of acceptance or rejection shall be issued to the applicants by the Dean of Graduate Studies.

**The Office of the Dean of Graduate Studies has sole authority to admit students, and all offers of admission are made by the Dean of Graduate Studies. Correspondence with a faculty member, department or school does not constitute approval for admission. All offers of admission are valid for the terms of entry indicated in the offer.**

## ADMISSION REQUIREMENTS

**Minimum Entry:** Applicants should have a 4-Year degree from a recognized post-secondary institution and an overall GPA of 3.0 in order to be considered for admission to Graduate Studies.

**PROGRAM SPECIFIC REQUIREMENTS:** Prospective students are advised to consult the websites and printed material distributed by the program to which they wish to apply to ensure that they are aware of current information about procedures, requirements, and curriculum.

In some programs students may be considered for admission to the Master's program upon successful completion of a University of Winnipeg designed Pre-Master's program which consists of a set of upper-level undergraduate courses.

## APPLICATION PROCESS

Students are encouraged to apply online for admission as early as possible. Once students are offered acceptance they generally begin their program of study in September. But students may also begin in January or in May in some programs. There are limitations on the number of students that can be accommodated.

**Note:** For applicants applying to more than one program, each application requires a separate online application form, fee and supporting documents.

**All relevant information (including all reference to previous post-secondary education), supporting documentation, and the non-refundable application fee must be submitted with the application.**

- Applicants will be notified as soon as possible after the deadline for applications has passed if they have not met the admission requirements.
- Consideration may be given to late applications received after the published application deadline dates. The decision to evaluate a late application shall be at the discretion of the appropriate Graduate Program Committee Chair.

## Application Fee

Each time an applicant applies to the University for admission or readmission, an application fee is required. This fee, non-refundable and not applicable to tuition fees, must accompany the application for admission.

The University of Winnipeg application fees for Canadian citizens and permanent residents, and for International students applied by Student Services are subject to change. Please consult the website of the University for current applicable fees: <https://www.uwinnipeg.ca/future-student/apply/appl-fee.html>.

## Document Requirements for All Applicants

**Note:** All documents submitted in support of an application must be originals. Student copies or photocopies are not acceptable. Replaceable documents submitted with an application become the property of the University and will not be returned. Irreplaceable documents (i.e., documents that cannot be replaced if lost or damaged) will be returned to the applicant if this is requested in writing at the time of the

application. The following supporting official documents must be submitted before any application will be considered:

### 1) Proof of English Language Proficiency

All applicants whose first language is not English must demonstrate that they are proficient in the use of the English language, by successfully completing one of the following English Language Assessment tests: TOEFL, IELTS, MELAB, CAEL or Level 5 of the 14-week University of Winnipeg Academic English Program. The test must have been taken within two years of the date a completed application is filed and official test scores must be forwarded directly to the Graduate Studies Admissions Office from the testing agency. Photocopies of test scores are not acceptable. Please consult individual programs for information on the level of scores required for application.

On occasion, a waiver may be granted if there is evidence of three or more years of education in a recognized post-secondary institution in which the language of instruction is English. (Requests for a waiver must be submitted at the time of application and will be considered on an individual, case-by-case basis **by the GPC**.) Appropriate services to assist students in improving their English language capabilities can be arranged through the English Language Program.

### 2) Statement of Interest

Applicants must submit a Statement of Interest (between 300-500 words) which concisely states each of the following:

- the stream of the graduate program the applicant intends to pursue
- the rationale for choosing this institution and, if applicable, the supervisor(s) with whom the applicant would like to work
- the major work the applicant wishes to pursue, whether research, scholarship or an artistic endeavour; its precise nature, purpose and proposed methodology or approach. **Applicants are strongly advised to consult with the appropriate representative of the program before completing this proposal.**

### 3) Curriculum Vitae or Other Achievements

Applicants must submit a curriculum vitae or 300-word statement of 'Other Achievements' which may include information about an exceptional commitment to a particular field of study, relevant employment history, extra-curricular activities, demonstrated ability to overcome adversity, or social, political or charitable interests. Students are invited to describe how the scholarship and proposed course of study would relate to their future plans.

### 4) Proof of Citizenship

The citizenship status of the applicant in Canada must be listed on the application form. Applicants who are Permanent Residents of Canada must include a copy of their documentation. International applicants will need to secure a Study Permit.

<http://www.uwinnipeg.ca/student/intl/information-for-all-students/visas-study-permits.html>

### 5) Confidential Letters of Recommendation

Applicants must supply two (2) letters of recommendation from individuals who have taught or supervised them in an area of study relevant to their application. Letters of recommendation should be uploaded by the referees on the online application, or sent directly to the Graduate Studies Enrolment Officer.

**Note:** Letters of recommendation may be e-mailed or faxed to the Graduate Admissions Office to meet the submission deadline as well as if there is difficulty in uploading on the online application. For the Master of Marriage and Family Therapy, official letters should be subsequently provided in the mail. .

Letters of recommendation are collected under the *Freedom of Information and Protection of Privacy Act* (FIPPA) and the Universities Act. They are required to evaluate applicants for admission to a graduate program, and for scholarship and other funding purposes. Letters of recommendation are treated as confidential and will be used only by individuals and committees who evaluate applicants.

### 6) Transcripts of Post-Secondary Education

Applicants must arrange to have **one (1)** official transcript sent directly to The University of Winnipeg from **each** of the post-secondary institutions they have attended. If a final transcript does not show that a completed degree has been conferred, an official/notarized copy of the diploma is also required. These documents must arrive in sealed, endorsed envelopes issued by the home institution(s) in order to be considered official.

Note: Transcripts in languages other than English and French should include a certified English (literal) translation submitted in a sealed envelope with the official stamp and signature of the translator or notary across the seal.

### Falsified Documents

Applicants to The University of Winnipeg's Graduate Studies program must confirm that all statements made and all documentation submitted in support of his/her application are authentic, true, complete, and valid by either submitting the on-line application form, or signing the paper application form. Unsigned application forms are invalid, and will be returned to the applicant by the Graduate Studies Enrolment Officer for a signature.

**Misrepresentation, falsification of documents, or the withholding of requested information with respect to the application, may result in the cancellation of a student's acceptance and registration or dismissal from the University.**

The Graduate Studies Enrolment Officer may return transcripts, degree certificates, and reference letters to the original issuer for verification. The Dean of Graduate Studies may rescind a letter of admission or require that a student withdraw if it is determined that the student has submitted falsified documents in support of his or her application for admission. Applicants who have submitted falsified records to The University of Winnipeg or to another university will not be considered for admission at any time in the future. The University of Winnipeg shares the names of applicants who submit falsified documentation with Universities Canada, and Canada Immigration (the latter in the event the student requires/required a Study Permit to enter Canada).

### Retention of Documents

Documents submitted by students who are accepted to Graduate Studies but do not register, as well as the documents supplied to support their application for admission, will be retained for one year from the date of acceptance. After this time period, the application form, transcripts and other materials related to the application will be destroyed.

**Note:** Irreplaceable documents (i.e., documents that cannot be replaced if lost or damaged) will be returned to the applicant if this is requested in writing at the time of application.

## APPLICATION DUE DATES

The application and all required documentation must be received by the Graduate Studies Admissions Office by the following dates\* in order for the student to be considered for funding. Consideration of applications received after the posted deadlines shall be at the discretion of the appropriate Graduate Program Committee Chair.

<u>Application Due Date</u>	<u>Starting Term (Month)</u>
December 1	Spring/Summer (May)
February 1	Fall (September)
September 1	Winter (January)

\*Most programs use these dates; however, it is best to consult with specific programs to confirm application deadlines.

## ACCEPTANCE TO GRADUATE STUDIES

Acceptance in time to register cannot be guaranteed to eligible applicants if the online *Application for Admission to Graduate Studies* form and/or the required documents are received after the specified application due date. Official notification of acceptance is mailed out as soon as possible after the application has been evaluated. Students must register for the term indicated as their starting term in the letter of acceptance. Students who wish to change the starting date for their program of study must notify and receive approval from the relevant Graduate Program Committee Chair. A student who seeks admission after being previously admitted and having withdrawn before classes begin shall complete a new application.

## ADMISSION CATEGORIES

A student admitted to the University will receive one of the following **student categories**:

**Full-time:** Full-time students are students who: 1) are pursuing their studies as a full-time occupation; 2) identify themselves as a full-time student; and 3) plan to complete the program within the designated number of terms permitted for full-time students and do not exceed these limits. In a one-year Master's program, students are permitted three (3) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis. In a two-year Master's program, students are permitted six (6) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis.

\**Note:* Individual programs may have their own policies which prescribe a shorter period of time (fewer number of terms) within which full-time students must complete their program of study.

\*\**Note:* Students who hold apprenticeship positions (e.g. Teaching Assistantships or Research Assistantships) will not be required by supervisors to work more than an average of 10 hours per week in any academic term.

**Part-time:** Part-time students are students who: 1) do not meet the requirements for full-time status; and 2) plan to complete the program within the designated number of terms permitted for part-time students and do not exceed these limits. In a one-year Master's program, students are permitted six (6) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis. In a two-year Master's program, students are permitted twelve (12) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis.

*Note:* Individual programs may have their own policies which prescribe a shorter period of time (fewer number of

terms) within which part-time students must complete their program of study.

**Continuing:** Continuing students are students who do not complete their degree within the allotted number of terms appropriate to their full-time or part-time designation and who pay the corresponding fees for maintaining this status.

**Qualifying Year:** The Qualify Year status is intended for students who hold a first degree but require additional (core or prerequisite) courses to meet the entry requirements of a particular graduate program department.

The Qualifying Year of studies:

- shall be designed specifically for individual students by the appropriate Graduate Program Committee
- may be undertaken concurrently while undertaking English as an Additional Language training that has been recommended by Admissions or the department. The nature and structure of possible language training shall be arranged through the English Language Program.

*Note:* Admission to a Qualifying Year program does not guarantee future admission to a Master's program. Upon successful completion of the Qualifying Year, students may then re-apply for admission to Graduate Studies through the regular admission process.

**Visiting:** Visiting Students are students who are registered in a graduate degree program at another post-secondary institution in Canada or outside of Canada and would like to take courses at The University of Winnipeg for transfer credit back to their "home" institution.

**Exchange:** Exchange students are students coming to The University of Winnipeg from another university ("the home institution") under the auspices of a specific collaboration agreement between the two universities. The period of the exchange depends on the terms of the agreement and on the availability of space in classes.

**Occasional:** Graduate programs admit occasional students, i.e., those who are qualified to enroll in graduate courses but do not wish to enroll in a full program. While this category includes alumni of Graduate Studies at The University of Winnipeg, alumni applicants are asked to contact the Faculty of Graduate Studies for information on application procedures for the program in which they would like to take additional courses.

GRADUATE STUDIES  
**REGULATIONS & POLICIES**

June 8, 2018

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## 1. Information and Advice

As expressed in its guiding principles, The University of Winnipeg is committed to fostering an environment in which "a community of scholars - students and faculty - may have the freedom to examine ideas responsibly, and to participate in the academic operations of the institution through processes which reflect a balance between democracy, efficiency, innovation and accountability." To this end, the governing bodies of the University have developed various regulations, policies and procedures to guide the activities of this community. Many of these regulations and policies are described or cited in this section. Advice and further

information can be obtained from your Advisor. Each policy statement mentions an individual or department to contact for advice and further information.

## 2. Regulations Pertaining to Registration

### a. Master's Degree Time Limits

Unless specifically allowed within a graduate program's regulations, the maximum time to complete all requirements for a one-year Master's degree is 3 years or 9 terms and the maximum time to complete all requirements for a two-year Master's degree is 5 years or 15 terms and the maximum

time to complete a three-year graduate degree is 7 years or 21 terms. After this time has expired, students not yet fulfilling graduation requirements shall be required to withdraw from their graduate studies program at The University of Winnipeg unless they appeal for and are granted an extension of time limits.

Only in the most exceptional circumstances shall an extension beyond the Master's degree time limits, as specified above, be granted. To appeal for an extension students shall submit a written request to their Graduate Program Committee two full terms prior to the degree time limit. The request shall be supported by relevant documentation and a recommendation from the student's Graduate Program Advisor. This documentation, along with a recommendation from the appropriate GPC, shall be submitted to the Graduate Studies Committee for approval.

Students are expected to maintain continuous registration from admission through to graduation. Students who are unable to maintain continuous registration must request approval for a Leave of Absence. If a student does not register for three terms, they will be deemed inactive and ineligible to enroll in subsequent courses. Inactive students must contact their Graduate Program Committee Chair requesting to be re-activated and become eligible to enroll.

Lack of registration does not result in lack of fees. As students are expected to be continuously registered, tuition fees will be incurred unless a Leave of Absence is approved.

Students who do not register for more than six terms will be involuntarily withdrawn from their programs. Students who have been withdrawn must apply for re-admission through the Faculty of Graduate Studies. Re-admission is not guaranteed. An application fee will be charged.

**b. Definition of Full-time / Part-time/Continuing Students**

Students will be registered in one of the following categories:

**Full-time:** Full-time students are students who:

- 1) are pursuing their studies as a full-time occupation;
- 2) identify themselves as a full-time student; and
- 3) plan to complete the program within the designated number of terms permitted for full-time students and do not exceed these limits.

In a one-year Master's program, students are permitted three (3) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis.

In a two-year Master's program, students are permitted six (6) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis.

\*Note: Individual programs may have their own policies which prescribe a shorter period of time (fewer number of terms) within which full-time students must complete their program of study.

**Table 1: Full-Time Students: Normal Pattern of Terms for Completion of a Master's Program**

Status	Length of program	Thesis or course based	Number of terms allowed for completion (before continuing fees are applied)
FT	1 YEAR	Course	3
FT	1 YEAR	Thesis	4
FT	2 YEAR	Course	6
FT	2 YEAR	Thesis	7
FT	3 YEAR	Course	9
FT	3 YEAR	Thesis	10

**Part-time:** Part-time students are students who:

- 1) do not meet the requirements for full-time status; and
- 2) plan to complete the program within the designated number of terms permitted for part-time students and do not exceed these limits.

In a one-year Master's program, students are permitted six (6) terms to complete all degree requirements, plus one (1) additional term if they are doing a thesis.

In a two-year Master's program, students are permitted twelve (12) terms to complete all degree requirements, plus one (1) additional term if they are defending a thesis or practicum report. Note: Individual programs may have their own policies which prescribe a shorter period of time (fewer number of terms) within which part-time students must complete their program of study.

**Table 2: Part-Time Students: Normal Pattern of Terms for Completion of a Master's Program**

Status	Length of program	Thesis or course based	Number of terms allowed for completion (before continuing fees are applied)
PT	1 YEAR	Course	6
PT	1 YEAR	Thesis	7
PT	2 YEAR	Course	12
PT	2 YEAR	Thesis	13
PT	3 YEAR	Course	18
PT	3 YEAR	Thesis	19

**Continuing:** Continuing students are students who do not complete their degree within the allotted number of terms appropriate to their full-time or part-time designation and who pay the corresponding fees for maintaining this status.

**c. Qualifying Year and Occasional Students**

**Qualifying Year:** The Qualifying Year status is intended for students who hold a first degree but require additional (core or prerequisite) courses to meet the entry requirements of a particular graduate program department.

The Qualifying Year of studies:

- shall be designed specifically for individual students by the appropriate Graduate Program Committee
- may be undertaken concurrently while undertaking English as an Additional Language training that has been recommended by Admissions or the department. The nature and structure of possible language training shall be arranged through the English Language Program.

*Note:* Admission to a Qualifying Year program does not guarantee future admission to a Master's program. Upon successful completion of the Qualifying Year, students may then re-apply for admission to Graduate Studies through the regular admission process.

**Occasional:** Some programs admit occasional students, i.e., those who are qualified to enroll in graduate courses but do

not wish to enroll in a full program. Students applying for admission to a graduate course must follow the regular administrative process for application to Graduate Studies. Programs will determine the maximum number of credit hours in which an occasional student can register for credit or audit.

**d. Registration**

Graduate students must initially register in the term specified in their letter of acceptance. Any student not registering within one term of acceptance will be required to re-apply for admission. Admission may be deferred, with approval from the Graduate Program Committee, prior to the commencement of term, for up to one year following acceptance. If approval has not been granted prior to the program start date, students may be required to re-apply to the program.

**e. Program of Study & Student Status**

**Approval of Student Status**

All graduate students must have their student status approved by the Graduate Program Committee Chair prior to declaring "full time" or "part time" status on their registration form or on the Registration System.

**Program of Study**

All students must have their program of study approved by their Graduate Program Advisor prior to registering.

**Change in Program of Study**

Graduate students are not allowed to withdraw from courses without written permission from their Graduate Program Committee Chair on recommendation from their Graduate Program Advisor and Supervisory Committee approving the change(s) to the program of study.

Withdrawals will be recorded on the internal academic record by a code of D (dropped). Course withdrawals do not appear on the student's official transcript.

**Re-Registration**

Any student whose program of study extends over more than one year must re-register for September of each succeeding year of his/her program until a degree is obtained.

**f. Letters of Permission / Registration for Courses at Other Post-secondary Institutions for Transfer of Credit**

Letters of Permission are the University of Winnipeg's mechanism for allowing students to take courses at other recognized colleges or universities for transfer of credit to their Master's degree program. Students must apply through the Faculty of Graduate Studies for a Letter of Permission.

- To be eligible for a Letter of Permission a student must be currently registered in a graduate studies program at The University of Winnipeg as a full-time, part-time or continuing student.
- All requests for a letter of permission require advance approval from the Graduate Program Committee Chair and must be accompanied by a letter of support from the student's Advisor, or via a completed transfer agreement (e.g. The Western Dean's Agreement) form and then submitted to the Faculty of Graduate Studies.
- Letters of Permission shall be obtained prior to a student's registering for courses at another university. Applications should be submitted as early as possible.
- It is the student's responsibility to ensure that an official transcript is forwarded to the Coordinator, Student Records (Graduate Studies) indicating the final grades attained in all courses taken on a Letter of Permission.

Note: Courses taken on a Letter of Permission cannot be used to fulfill The University of Winnipeg's Faculty of Graduate Studies residence requirement. A maximum of 6 credit hours of transfer credit may be granted at the graduate level.

### g. Student Health Plans

- **UWSA Student Extended Health, Dental and Vision Plan**

- Domestic students in Graduate Studies are *not* automatically part of the UWSA Health Plan, but they may choose to "opt in." This can be done by filling out the "opt change form" available on the UWSA website and submitting it by the specified deadline.

- International students in Graduate Studies are automatically enrolled in *either* the UWSA Green Shield health insurance plan or the Guard.me More plan, depending on the length of their study permit. In addition, students studying here for more than six months are eligible for Manitoba Health coverage. For details, see the "International Students" section below.

- The UWSA Student Health, Dental and Vision Plan is a supplemental plan that helps pay for situations not covered under Manitoba Health. i.e. prescription drugs, dental work, vision benefits and ambulance service. The plan does NOT cover doctor visits, lab costs, or hospital costs

- All students in the plan can extend their UWSA health coverage to their spouse and/or dependents.

See [www.theuwsa.ca/healthplan](http://www.theuwsa.ca/healthplan) for details of the plan, including fees and deadlines.

- **International Student Basic Health Insurance**

The Manitoba Government has announced that Manitoba Health will no longer cover International students and their dependents, effective September 1, 2018. The University of Winnipeg and other provincial education institutions are working on alternate insurance coverage. The University will cover the cost for grad and undergrad students who would have been covered under Manitoba Health, until April 30, 2019. This page will be updated when more information is available.

#### International Students: **Guard.me More health insurance plan (basic)**

*This coverage is for students who are studying here for less than six months.* International students not eligible for basic health coverage are required to purchase basic health coverage through The University, offered by Guard.me More. This plan provides hospital, emergency, ambulance, and private nursing. For a full listing of coverage details, please contact International Student Services or visit the international section of the University website.

#### International Students: **UWSA Green Shield health insurance plan (extended)**

All international students are required to purchase extended health coverage through The University of Winnipeg Student Association, offered by Green Shield. This plan covers prescription drugs, vision, dental, ambulance, and repatriation of the deceased. For a full listing of coverage details, please contact UWSA Health Plan Office or visit <http://theuwsa.ca/healthplan/>. This coverage is mandatory of all international students, regardless of whether they hold any other insurance coverage.

The University assumes no liability for any failure by the student to maintain adequate medical, hospital, vision or dental insurance, nor is the University responsible for any costs not covered by the student's personal insurance plan(s).

### h. Student Number

A Student Number will be assigned to each student upon application to Graduate Studies.

- The student number is used on student files in the Admissions and Student Records Offices, on official documents, and on all statements of examination results issued by the University.
- The student number should be quoted in all contacts with University offices.

### i. Identification (ID) Card

Every graduate student is eligible to receive an identification (ID) card upon registration.

ID cards are available from Student Central during the July-August registration period and throughout the academic year. Proof of registration or the fee receipt is the authorization needed to obtain an ID card. A fee will be charged to replace a lost card. Presentation of the ID card is necessary when conducting transactions in the Admissions and Student Records Offices. Students may be required to show the ID card before taking exams. The ID card is necessary to check books out of the Library or to use Athletic Facilities.

Students who completely withdraw from all courses for the term must return the ID card to the Coordinator, Student Records (Graduate Studies)

Students who register in the Spring term immediately subsequent to the Winter term may continue to use the ID card in that term. Students registering for the Spring term, who were not registered in the previous Winter term, are required to obtain a new ID card. Students registering for the Spring term, who were registered in the previous Fall/Winter term but completely withdrew, may reclaim their ID Card at the circulation desk in the Library.

## 3. Registration

Graduate students must initially register in the term specified in their letter of acceptance. Any student not registering within one term of acceptance will be required to re-apply for admission. Admission may be deferred, with approval from the Graduate Program Committee, prior to the commencement of term, for up to one year following acceptance. If approval has not been granted prior to the program start date, students may be required to re-apply to the program.

### a. Approval of Student Status

All graduate students must have their student status approved by the Graduate Program Committee Chair prior to declaring "full time" or "part time" status on their registration form or on the Registration System.

### b. Program of Study

All students must have their program of study approved by their Graduate Program Advisor prior to registering.

### c. Change in Program of Study

Graduate students are not allowed to withdraw from courses without written permission from their Graduate Program Committee Chair on recommendation from their Graduate Program Advisor and Supervisory Committee approving the change(s) to the program of study.

Withdrawals will be recorded on the internal academic record by a code of D (dropped). Course withdrawals do not appear on the student's official transcript.

### d. Re-Registration

Any student whose program of study extends over more than one year must re-register for September of each

succeeding year of his/her program until a degree is obtained.

#### **e. Registration Fees\***

Registration is not complete until the student has paid the prescribed fees or arrangements have been made with the Financial Services Office in writing prior to the fee payment deadline dates.

**\*Note: Fees are subject to change. Please refer to the website for current fees. For additional fee payment information, visit the Faculty of Graduate Studies website: <http://www.uwinnipeg.ca/graduate-studies/fees/fee-payments.html>**

### **4. Classroom Regulations**

The following section describes the rights and responsibilities of students with regard to attending lectures and completing course work. For information about grading and minimum performance levels, see *Grading*.

#### **a. Attendance**

Students are expected to be regular in their attendance at lectures and in the completion of work required in each course. Absence may be excused by instructors on the grounds of illness, physical disability, or challenging personal circumstances which are beyond the student's control. The instructor may require a medical certificate or other evidence if many classes are missed. Poor attendance may result in loss of term marks.

#### **b. Course Outlines**

At the beginning of each course, students will receive a course outline. The outline, approved by the Department Review Committee or equivalent, should include, but not be limited to:

- An indication of the topics to be covered;
- An indication that all topics listed on the outline may not be covered;
- An indication of equipment authorized for use in exams (e.g., calculators);
- A list of all items of work on which the grade of the class is based and indication of the weight of each individual item of work;
- Clear assessment criteria if marks will be given for participation and/or attendance;
- A clear indication of when the items of work need to be administered and/or submitted, and specific penalties, if any, for late submission of work;
- Guidelines specifying a numerical (percentage) range for letter grades assigned to individual items of work and the course final grade;
- A note that final grades will be approved by the Department Review Committee or equivalent and may be subject to change;
- The voluntary withdrawal date, without academic penalty;
- The date of the last test/examination or the last item of work such as an essay or project in the class;
- Reference to the appropriate items in sections of the Calendar dealing with Senate information on appeals, withdrawal dates, and academic misconduct such as plagiarism and cheating;
- A reading list or other indication of the amount of reading expected in the class;
- A statement indicating whether or not it is a requirement that work submitted for evaluation be either typed or text processed;
- A statement indicating whether or not students will be asked for photo-identification when writing a test or examination;
- Reference to the availability of Accessibility Services.

#### **c. Completing Course Work**

Students are expected to complete the work required in each course. Such work may include, but is not limited to, term papers, project reports, presentations, mid-term and other tests, and final examinations. In some situations, students who have not completed the required work by the end of the term may appeal for an extension or deferred exam. See *Senate Appeals*.

#### **d. Course Withdrawal/Drop**

A student may choose to drop, or withdraw voluntarily from any course, up to and including the designated voluntary withdrawal deadline for that course. (See "Course Drop Information" and "Course Withdrawal Schedule" on the website for details.) The University may withdraw a student involuntarily from a course due to unacceptable classroom behaviour or other issues. No credit is awarded for the course, and the student is not entitled to any evaluation of coursework that was not yet evaluated prior to the date of withdrawal.

#### **e. Format of Submitted Work**

Instructors may require that work submitted for evaluation be either typed or word-processed. This requirement must be stated in the course outline.

#### **f. Identification at Tests and Examinations**

Students must have ID available upon request when writing tests and examinations.

Students who are unable to present identification may complete the test or examination but must produce identification within one working day. The test or examination is not graded until identification is assured.

#### **g. Posting of Grades**

Instructors may choose to post grades for individual items of work outside their offices. When final grades are posted after the end of the course, students should be aware that such grades have not yet been approved by the department, and may be subject to change.

### **5. Grading**

This section describes the grading system and the calculation of grade point averages (GPA). Grades obtained by students in their program of studies are governed by the following Senate regulations.

#### **a. Final Grades**

Final grades are determined by a combination of:

- the weight or value of grades on work completed during the course, as prescribed in the course outline, including the final examination grade;
- evaluation of class participation, seminar presentation, and discussion.

To receive credit, students must obtain a grade of A+, A, A-, B+, B, C+, C, D, or S (Standing). **Note:** A grade of "Standing" indicates successful completion of a pass/fail course, or completion of courses taken at international universities or colleges. Total credit hours earned in "Standing" courses are counted towards the degree but are not included in the GPA calculation. Students receive no credit for a failing grade (F). This grading system applies to all Undergraduate courses and to Graduate courses.

All final grades are issued by Student Records, upon approval by Departments and Programs, on behalf of The University of Winnipeg Senate.

#### **b. Notification of Grades**

**During the term**, instructors must return or show evaluated term work to students with any comments and the assigned grade within a reasonable time period following the completion of an assignment.



After the term is completed, grades assigned to all term work must be available to students no later than 10 working days following the date designated for a final examination in a course. Students are responsible for getting the grades for individual assignments from the instructor or the Department when course work, including the final examination, is graded after the close of classes.

Instructors may return or keep final examinations for a period of one year. Students who have filed an appeal against the final grade have the right to see the final examination. Official final grades are made available to students through the Registrar.

**c. Repeating Courses**

Unless otherwise noted in the course description, a given course may be used only once for credit toward major or degree requirements.

A course may be attempted a maximum of two times if passing grades are achieved in both attempts. This maximum may be waived by the department or program at their discretion. Students may repeat any course regardless of the previous grade. Students do not have to repeat courses in which they get a failing grade unless the course is required as part of their degree program. Repetition of a course does not result in removal of the previous attempt from the student's record, though the cumulative Grade Point Average calculation may be affected.

**Note:** A course title and/or description may be updated from one year to the next, but if the course number stays the same, this indicates that it is essentially the same course and cannot be repeated for additional credit, unless explicitly noted in the course description. When registering, please check course numbers carefully to avoid taking the same course twice.

**d. Calculating the Grade Point Average (GPA)**

Final grades in each course are reported in letter grades to get the grade point average, or GPA. The following table indicates the relationship between letter grades and grade points.

**Grade Point System**

Subjective evaluation	Letter grade	Grade points earned		Weighted grade points	
		6 credit hours	3 credit hours	6 credit hours	3 credit hours
Excellent	A+	4.5	2.25	27	13.5
	A	4.25	2.125	25.5	12.75
	A-	4	2	24	12
Superior	B+	3.5	1.75	21	10.5
	B	3	1.5	18	9
Slightly above average	C+	2.5	1.25	15	7.5
Average	C	2	1	12	6
Marginal	D	1	0.5	6	3
Failure	F	0	0	0	0

There are two types of grade point averages (GPA), degree GPA and cumulative GPA.

**Note:** The University of Winnipeg does not have a standardized numerical grade conversion scale for each letter grade it awards.

**e. Degree GPA (Graduation GPA)**

The degree GPA is calculated on credit hours used for a degree. It is calculated by dividing the weighted grade points by the number of credit hours passed. The number of credit hours in "Standing" courses are used towards a degree but are not included in the GPA calculation. If

courses have been repeated, the higher of the two grades is used.

**f. Cumulative GPA**

The cumulative GPA is currently calculated on all credit hours attempted. It is calculated by dividing the weighted grade points by the total number of credit hours passed and credit hours failed. The number of hours in "Standing" courses are not included in this calculation. In the case of a repeated course with passing grades on both attempts, there was a change in policy in Spring 2009. If one or both attempts were prior to Spring 2009, both grades and the number of credit hours in both courses will be included in the calculation. If both attempts were in Spring 2009 or after, only the better grade will be included in the GPA calculation. This policy on repeat attempts does NOT apply if one of the attempts is an F. In that case, both the F and the passing grade are included in the cumulative GPA calculation. All course attempts appear on the transcript.

**6. Transcript of Academic Record**

A student's record is confidential and as such transcripts are issued only at the request of the student. Upon written request of the student, an official transcript of the student's academic record can be produced by Student Records. All transcript requests must be accompanied by payment and a Transcript Request Form (see *Transcripts* on the website or visit Student Central). Transcripts will normally be issued within five (5) working days after the written request has been received by Student Records. However, during peak periods this process could take seven to ten (7 - 10) working days. Transcripts showing Fall Term grades are available at the end of January, Fall/Winter and Winter Term grades at the end of May, Spring Term grades at the end of July, and Summer Session grades at the end of August.

Transcripts will not be issued until all financial obligations to the University and any "Holds" which have been placed on the student's record, including Library, Admissions, and Awards and Financial Aid, have been cleared.

Students who require proof of degree completion prior to convocation can request a letter from the Convocation/Academic Program Officer in Student Records.

**7. Recognition of Prior Learning (RPL)**

Prior Learning Assessment and Recognition (PLAR) is a method by which students may, with appropriate evidence and documentation, be exempted from completing specific course requirements in their Master's degree program based on their having acquired the relevant knowledge through previous experience and academic qualifications. Course exemptions do not reduce the total credits required for the Master's degree. In such cases, the Graduate Program Committee Chair will substitute more appropriate courses equivalent in weight to the courses exempted from the student's program.

**Note:** In special cases, students may be considered for direct admission into the Aboriginal Governance and Applied Computer Science & Society Master's programs via the PLAR mechanism.

Course Challenge and Prior Learning Assessment  
Students registered in the Master of Marriage and Family Therapy Program (MMFT), the Faculty of Theology or the Joint UW/UM Master's Programs are eligible to apply for course challenge or prior learning assessment, and receive either credit or exemption. A course challenge is generally based on having taken a similar Master's level course elsewhere. A prior learning assessment is based on having

acquired relevant knowledge through work and life experience. The maximum credit that can be claimed through course challenge or prior learning assessment is 12 credit hours towards the Master's degree.

## 8. Academic Standing and Status Evaluation

### a. Minimum Academic Standing and Performance Requirements

Students are expected to maintain a minimum degree grade point average (GPA) of 3.0, and to achieve 3.0 in all core courses in order to continue in, and graduate from, their program of graduate studies. Students who receive one course grade of C+ or lower normally will be placed on probationary status. A second grade of C+ or lower will require withdrawal according to the regulations set out in "Involuntary Withdrawal for Academic Reasons." Students who receive one course grade of C or lower normally are required to withdraw according to the regulations set out in "Involuntary Withdrawal for Academic Reasons."

The performance of all graduate students will be reviewed at least once a year. The student's Graduate Program Advisor will submit to the Graduate Program Committee a minimum of one annual, evidence-based progress report no later than August 30 to evaluate the student's academic performance and progress. Copies of the progress reports for all students will be forwarded to the Dean of Graduate Studies by the Graduate Program Committee Chair.

### b. Compensating for deficiencies in grades:

The GPC, with notice to the Dean, may permit students to compensate for deficiencies in grades by repeating a course or taking an equivalent substitute course only once for each course to a maximum of 6 credit hours of course work. Students must first obtain approval from their Graduate Program Advisor and the GPC (see section on Grading). If a course is repeated or replaced, the highest grade obtained will be used in the determination of the grade point average. All course attempts will appear on the transcript. Core (i.e. required) courses must be retaken to achieve at least a B (3.0) standard.

Students who maintain an overall GPA of 3.0 may appeal to the GPC for permission not to retake an elective course in which they have achieved a C+ standing. If the GPC agrees, it must forward its recommendation not to apply probationary status, together with a rationale for its recommendation, to the Dean of Graduate Studies.

Students will be advised in writing of their probationary status by the Faculty of Graduate Studies. Probationary status means that further substandard grades, failure to maintain a 3.0 average, or failure to repeat a course and obtain an acceptable grade will result in Involuntary Withdrawal. While on probation, students are expected to maintain a high level of scholarly performance and demonstrate sufficient progress during the course of research, thesis work, or an internship. Once a GPA of B or higher is achieved, probationary status will be lifted by the Faculty of Graduate Studies.

In exceptional circumstances, the GPC may appeal to the Dean of Graduate Studies for approval of remedial recommendation(s) falling outside those prescribed above.

### c. Change in Student Status:

When students desire to change their status from part-time to full-time (or vice versa) the maximum time remaining to complete degree requirements will be adjusted by the appropriate Graduate Program Committee concerned according to the number of terms already completed. If appropriate, remaining tuition fees will be calculated with

consideration of the fees previously paid and number of terms already completed.

### d. Awards, Bursaries and Scholarships

The University of Winnipeg is committed to assisting students with their direct education costs and recognizing academic excellence.

We offer diverse financial assistance opportunities for every student in our community.

All of the scholarship and financial assistance opportunities available at the University are listed online:

<http://www.uwinnipeg.ca/graduate-studies/scholarships-and-awards/index.html>

Below are some of the general awards graduate students may receive:

#### The University of Winnipeg Manitoba Graduate Scholarships (MGS)

Value: \$15,000 for a period of 12 months. There are no automatic renewals for a second year. Students must complete the renewal form to apply for a second year of funding.

General terms: For full-time graduate students, holding a minimum cumulative GPA of 3.75 in their last 60.00 credit hours of study. The University of Winnipeg has established a Manitoba Graduate Scholarship (MGS) through an agreement between The University of Winnipeg and the Province of Manitoba to support research-based graduate studies and assist in attracting and sustaining excellent students from within and outside of the Province. Awards are granted mainly on the basis of academic excellence and are open to students who will be registered as full-time graduate students in a Master's program at The University of Winnipeg, regardless of discipline during tenure of the award.

#### The University of Winnipeg Graduate Studies Scholarship (UWGS)

Value: \$15,000 for a period of 12 months. There are no automatic renewals for a second year. Students must complete a new application form to apply for a second year of funding.

General Terms: For full-time graduate students, in recognition of academic excellence and of contributions to community service. Students must demonstrate superior intellectual ability and academic accomplishment, holding a minimum cumulative GPA of 3.75 for the last 60.00 credit hours of study. Students must also indicate their community service. Award is open to students who will be registered as full-time graduate students in a Master's program at The University of Winnipeg, regardless of discipline during tenure of the award.

#### Canadian Queen Elizabeth II Diamond Jubilee Scholarships Program

The Community Foundations of Canada (CFC), the Rideau Hall Foundation (RHF) and Universities Canada (UnivCan) have announced that The University of Winnipeg has been awarded a highly competitive grant of \$825,000 to establish a scholarship program designed to develop global citizens through enriched academic, professional, and cross-cultural experiences.

There are several components to the Queen Elizabeth scholarship program. First, scholarships will be awarded to students from Commonwealth countries to pursue graduate study at UWinnipeg. The value of these awards for incoming scholars will range from \$25,000 to \$30,000 per annum. Second, awards valued at \$6,000 will be given to UWinnipeg

students for research, scholarships or internships in other Commonwealth countries for a three to six month period. All Queen Elizabeth scholars will participate in a range of activities designed to allow them to integrate their academic learning with broader cross-cultural experiences. Participation in leadership events, community engagement activities, and the network of QE scholars is expected of all scholarship winners.

**The Graduate Student of Highest Distinction Award** will be given at the Spring Convocation.

Eligibility criteria for this award: The student achieves superior academic distinction with a GPA (cumulative) of 4.26 or higher for all the course work of their graduate degree; AND meets at least one of the following criteria:

- completes with distinction, in-depth and comprehensive project(s) within their academic area of interest (e.g. thesis, research paper, documentary film, exhibition)
- completes work with distinction under the supervision of their graduate advisor and/or graduate committee
- surmounts major obstacles in pursuit of their educational goals.

Overall, students of greatest distinction (summa cum laude, with highest praise) will have demonstrated their exceptional capabilities throughout their studies.

**e. Leave of Absence:**

Students may be granted an approved Leave of Absence for personal, health, lack of course availability, or other reasons which temporarily prevent continuation in the graduate program as a full-time, part-time, or continuing student.

During a leave of absence approved by the Graduate Studies Committee, students will not be required to register or pay fees. The time away on an approved leave of absence is not counted toward the residency requirement nor is it counted towards the time required to complete the degree program. The Leave of Absence is normally granted up to a maximum of one year. A leave will not be granted to a student whose registration is not current. Students who apply for a leave of absence after the dates for course withdrawal has passed will have to appeal to the Senate Student Appeals Committee for retroactive withdrawal from courses.

Leave of absence requests require the following steps:

1. a student will submit a copy of the Request for a Leave of Absence Form along with any required supporting documentation to the departmental Graduate Program Committee along with a copy to their Graduate Program Advisor.
2. the student's Graduate Program Advisor shall review the request, make a recommendation, and forward it to the departmental GPC. The recommendation shall provide an explanation of the reason for the leave, outline the student's progress in the program, and the time anticipated for completion of all requirements; and,
3. after review, the departmental GPC shall provide a final recommendation and forward the leave request along with relevant documentation to the Graduate Studies Committee for decision.

In case of parental/adoption leave, should a student wish to apply for a Leave of Absence of one year or less, it will normally be granted. A leave must commence no later than the date of delivery or the date on which the child comes into the actual care and custody of the student. Parental/adoption leave must be taken in one consecutive period: the student should submit to the Graduate Program Committee an application in writing for parental/adoption leave at least four (4) weeks before the day specified in the

application as the day on which the student intends to commence the leave.

During the approved leave period students may not undertake any research or academic work in fulfillment of degree requirements. A record of the decision will be given to the student, with a copy to the Graduate Program Advisor.

**f. Residence Requirement:**

Students are required to complete a minimum of 8 months (two terms) of study and 60% of their course work at The University of Winnipeg in order to meet the University's Graduate Studies Residence Requirement. The minimum term may consist of two terms full-time (FT) or four terms part-time (PT) for the one-year Master's degree program and four terms FT or 8 terms PT for the two-year Master's program.

**9. Student Discipline**

**a. Academic Misconduct**

**POLICY**

**Purpose:**

In order to promote academic integrity, fairness, and an atmosphere of collegiality at the University, this Policy sets out the principles and procedures governing academic misconduct committed by students. The intent of this Policy is to ensure that students do not commit acts of academic misconduct.

**Scope:**

This Policy applies to all students enrolled at the University, including, but not limited to those in undergraduate certificate, diploma and/or degree programs, graduate certificate, diploma and/or degree programs; and Professional Applied Continuing Education (PACE) certificate or diploma programs.

**Responsibility:**

The Vice President Academic, on behalf of The Senate of the University, is responsible for the development, administration and review of this policy.

**Definitions:**

**i) Plagiarism**

Plagiarism is a form of academic dishonesty in which students present published or unpublished work (written, digital, or other) of another person or persons, or one's own prior work, in its entirety or in part, as their own original work.

While scholarship quite properly rests upon examining and referring to the thoughts and writings of others, when excerpts are used in any work submitted for evaluation, the sources must be acknowledged, using an accepted format for the discipline.

Work of another person can include, but is not limited to, essays, literary compositions and phrasing, oral presentations, performance compositions, chemical compounds, artworks, laboratory reports, research results, calculations and the results of calculations, diagrams, constructions, computer reports or software, and material derived from sources such as CD ROMS, DVDs, the Internet and/or other digital sources.

Acts of plagiarism may include, but are not limited to, one or more of the following:

- not giving recognition to the author for phrases, sentences, thoughts, code, or arguments incorporated in written work, software or other digital sources, which can take the form of incomplete footnotes, endnotes, references and/or bibliographies; not using quotation marks or referencing

appropriately when quoting directly; submitting in whole or in part, someone else's work as one's own;  
- not referencing appropriately when quoting indirectly, to indicate the source of the ideas and work of another;  
- submitting the same work for evaluation to more than one course without the consent of each instructor to do so;  
- two or more students submitting identical or virtually identical work for evaluation when the work was intended to be completed individually.

ii) Cheating

Cheating is an attempt to gain an improper advantage in an academic evaluation (e.g., examinations, tests, or assignments).

Acts of cheating may include, but are not limited to, one or more of the following:

- copying another person's answer;
- communicating with others at a test/exam with the purpose of obtaining, exchanging or imparting information being tested;
- consulting unauthorized sources to obtain assistance, including, but not limited to, written, digital and/or other aids not approved by the instructor;
- obtaining a copy of an examination or test, or examination or test questions before they are officially available;
- purchasing exams, essays or other assignments, in whole or in part, and submitting these works for evaluation as one's own.

iii) Improper Research/Academic Practices

Engaging in dishonest research practices is academic misconduct, including, but not limited to, one or more of the following:

- fabricating or falsifying investigative results and reporting those as valid;
- taking or using other people's research results without permission and/or acknowledgment;
- misrepresenting research results or methods through selective omission or manipulation of research design, data or citations;
- referring to resources known not to exist or the listing of others who have not contributed to the work;
- contravening the University's Policy and Procedures on Integrity in Research and Scholarship as that Policy relates to students.

iv) Obstruction of the Academic Activities of Another

It is academic misconduct to interfere with the scholarly/academic activities of another for malicious interference or in order to gain unfair academic advantage.

v) Impersonation

It is academic misconduct to impersonate someone or to allow oneself to be impersonated, in writing, digitally, or in person in class, in a test or examination, in connection with any type of course assignment or requirement, or in connection with any other University requirement. Both the impersonator and the person impersonated may be accused of academic misconduct.

vi) Falsification or Unauthorized Modification of an Academic Record

It is academic misconduct to falsify, fabricate, or in any other way modify an examination/test, transcript, grade, letter of recommendation, permission form, admission form, continuance form or other academic document, including, but not limited to, one or more of the following:

- making false claims or statements;
- submitting false information (e.g., false medical or other such certificate);
- altering official documents or records (e.g., transcripts);
- omitting information (e.g., failing to divulge facts about previous attendance at another postsecondary educational

institution on an admissions application or continuance form).

vii) Aiding and Abetting Academic Misconduct

Knowingly aiding and abetting anyone in an act of academic misconduct shall itself be considered academic misconduct, including, but not limited to, one or more of the following:

- writing or providing an essay or other assignment in whole or in part for another student to submit as his/her own;
- offering for sale, or facilitating the sale of, exams, essays or other assignments, in whole or in part, with the awareness that these works would be submitted for evaluation;
- profiting or benefiting from the results of impersonation.

**Principles:**

The University has a responsibility to set standards of student conduct that promote and maintain an environment in which academic integrity is understood and valued, and serves as the basis for student learning.

The purpose of defining academic misconduct is not to be punitive but rather to encourage appropriate student conduct and, when necessary, to identify and regulate student academic misconduct that infringes on the culture of academic integrity upon which the University is built.

Students shall not commit acts of academic misconduct.

Academic misconduct shall include any of the following:

- Plagiarism
- Cheating
- Improper Research/Academic Practices
- Obstruction of the Academic Activities of Another
- Impersonation
- Falsification or Unauthorized Modification of an Academic Record
- Aiding and Abetting Academic Misconduct

A student alleged to have committed an act of academic misconduct has a right to be accompanied by another person for any personal attendance before University officials and/or committees pursuant to this Policy.

Any student found to have committed an act of academic misconduct may be penalized.

The procedures for determining if a student has committed an act of academic misconduct shall be fair, and conducted in accordance with the rules of natural justice.

**Review:**

This policy shall be reviewed in conjunction with the Procedures review at least once every five years.

**PROCEDURES:**

**Purpose:**

To implement the Academic Misconduct Policy, the procedures outlined in this document will be followed.

**Responsibility:**

The Vice President Academic, on behalf of The Senate of the University, is responsible for the development, administration and review of these procedures.

**Definitions:**

- The terms "head" and "chair" refer to the person responsible for the management and administration of a program and/or department.
- Time Period: In these Procedures, days are specified as either calendar or working days. In either event, calculation of days does not include days on which the University is: closed for statutory holidays or closed due to flooding, power outages, security threats, or other such extraordinary occurrences, or otherwise shown as closed in the University

Academic Calendar, in which case the calculation of the number of days will be extended by the number of days the university was closed.

-Additionally, all Definitions in the Academic Misconduct Policy are incorporated into these Procedures and shall apply as fully as if they had been set out verbatim herein.

**Principles:**

1. A student alleged to have committed an act of academic misconduct has a right to be accompanied by another person for any personal attendance before University officials and/or committees pursuant to this Policy. The accompanying person may provide support by supplementing the student's presentation to:

- raise specifics of the case as previously discussed between that person and the student;
- raise procedural matters if correct procedures have not been followed;
- assist in overcoming barriers the student may be experiencing including language comprehension issues or discomfort presenting;
- deliver a closing statement.

2. Every effort shall be made to ensure that confidentiality is maintained by the University at every point in the process up to the final determination. Additionally, every effort will be made to ensure that anonymity shall be maintained in all case summaries and reporting except that the University shall be free to report or disclose a finding of academic misconduct on any official University records including a transcript or in response to a question by other academic institutions.

3. No person who was previously involved with the consideration of allegations of academic misconduct may be involved as a voting committee member in later stages related to that same incident.

4. At the onset of any level of the process, a student alleged to have committed an act of academic misconduct shall be notified that he/she may raise an objection concerning conflict of interest or bias at the outset. If the student fails to do so, he/she is deemed to have waived any objection.

5. Where an objection concerning conflict of interest or bias has been raised, the student may appeal a dismissal of a conflict or bias objection to the Senate Academic Misconduct Committee, which shall determine if the conflict or bias objection has merit, and, if so, the entire process shall be repeated, so as to remedy the conflict or bias.

6. Archival files pertaining to academic misconduct shall be maintained by the Dean/Associate Dean who is Chair of the Senate Academic Misconduct Committee.

**Process:**

The stages of an academic misconduct allegation are as follows:

LEVEL I: Instructor level - where allegation occurs within a course or where an allegation arises in respect of conduct other than within a course.

1. Allegations arising within a course:

Where circumstances indicate academic misconduct may have occurred within a course, within 2 working days of suspecting academic misconduct has occurred, the Instructor shall notify the student via their official University of Winnipeg student email address about their concern of academic misconduct. The student will be given an opportunity to meet with the Instructor within 5 working days of that notification. Within the following 5 working days, the Instructor shall either grade the materials or commence the

Academic Misconduct Procedures by informing the person responsible (Department Chair, Coordinator, Department Review Committee (DRC), or Academic Review Committee (ARC) Chair) for that faculty, department or division, in the form of a written report, which shall, at a minimum, include the following:

- a) the date on which the alleged misconduct occurred;
- b) a statement and detailed description of the alleged misconduct;
- c) any documentary or other evidence that supports the allegation of misconduct;
- d) a record of any communication with student(s) involved in the alleged misconduct.

Grading guidelines for Instructors:

The Instructor, or other person responsible for student academic matters, shall not assess a penalty for an alleged act of academic misconduct, for example, by giving a failing grade for a course solely on the basis of alleged academic misconduct occurring in the completion of a discrete element of the course (e.g., presentation, essay, test, examination of a course's requirements). If evidence of academic misconduct is discovered, the Instructor, after initiating the Procedures under this Policy, shall delay grading the item in question, pending the outcome of the Academic Misconduct Procedures, and inform the student of the reason for the delay.

Where academic misconduct is suspected during an exam, the Instructor shall:

- not suspend the exam process;
- not suspend the exam for the student or the student(s) concerned;
- allow the student(s) to continue to completion;
- collect all available allegedly offending materials at the time they are discovered or otherwise record the circumstances including by electronic or photographic means; note concerns on the submitted exam, including refusal on the part of the student to cooperate;
- at the time exam is received communicate the concern to the student(s) and notify the student(s) they will be invited to meet with the Instructor within 5 working days.

If a course has ended in which academic misconduct has been alleged, and final grades must be submitted, the Instructor shall submit final grades for the course, without entering a grade for the student in question, and notify Student Records, with a copy to the faculty, department or divisional designate (for example, DRC/ARC Chair, Department Chair, or Director), that this grade is pending and will be submitted upon completion of the Academic Misconduct Procedures.

2. Allegations arising other than within a course:

If allegations of academic misconduct arise other than within a course (e.g., transcript forgery, false documentation), the head shall provide a written report of the allegations, directly to the Chair of the Academic Misconduct Committee, including the same information required from an Instructor as outlined previously. The Chair shall give written notice of the allegations to the student and refer, in writing, the reported allegations to the Senate Academic Misconduct Committee.

LEVEL II: The Faculty, Department or Division

Within 2 working days of receiving the Instructor's report under Level I, the person responsible (Department Chair, Coordinator, Department Review Committee (DRC) or the Chair of the Academic Review Committee (ARC) for that faculty, department or division, in the form of a written report, shall notify the student in writing via their official University of Winnipeg student email address and by certified letter of the allegation of misconduct. Such notice shall include the Instructor's written report of the alleged misconduct and

notification of the student's opportunity to be heard, in writing and in person, within 10 calendar days of receiving the notice. The Instructor and the Chair of the Senate Academic Misconduct Committee shall be provided with a copy of the notice sent to the student.

At the expiry of:

- a) 10 calendar days (if no representation in writing is received or the student has not appeared in person to be heard) or
- b) 5 working days after receiving the student's representation in writing or the student having appeared in person the faculty, department or divisional designate as may be appropriate shall:

- i) review all available and relevant information and documents (which may include meeting with the student),
- ii) make a recommendation to the Senate Academic Misconduct Committee as to whether or not an act of academic misconduct has been committed, and recommend an appropriate penalty.

The student and the Instructor will not be informed of this recommendation at this point of the process.

Within 2 working days of making its recommendation, the faculty, department, or divisional designate shall forward the complete record of the process to the Chair of the Senate Academic Misconduct Committee, which record shall include the following documents:

- a report of the process to that point, and reasons for recommendation, and the recommended penalty, if applicable;
- the Instructor's file;
- a record of any communication with and by the student in question;
- any further relevant materials, including course outline and any departmental policy regarding academic misconduct.

**LEVEL III: The Senate Academic Misconduct Committee**  
The Chair of the Senate Academic Misconduct Committee upon receipt of the written report of the faculty, department or divisional designate, or upon receipt of allegations of misconduct arising other than within a course, shall notify the student in writing of:

- the recommendation of Level II and of his/her right to appeal the recommendation, or
- where allegations of misconduct arising other than within a course have been received, the student's right to respond to the allegations.

The student shall have 10 calendar days from receipt of such notice to appeal the recommendation or respond to the allegations by making a submission in writing and/ or to have submitted a request in writing to appear before the Committee. Any such submission by a student must be received within the 10 calendar day period.

#### Committee Process

Within 10 calendar days of receiving the notice of recommendation from the Level II committee, the student can:

- make a written submission to the Committee,
- request to appear before the Committee,
- offer no response.

Once these ten days have passed, the Committee shall reject, confirm, or modify the recommendation of Level II.

Where the student has made a timely request in writing for an appearance before the Committee, an appearance and hearing shall be scheduled. The Committee shall have

access to all relevant materials. The record at Level III shall include the following:

- all materials forwarded from Levels I and II;
- any new information relevant to the case and not presented at Level I or II;
- all Committee communications;
- the notes of all Committee meetings.

#### Notification of Decision

After meeting, the Committee will make a decision within 2 working days and inform the student and the Instructor through the DRC/ARC, in writing of its decision and its reasons.

#### Appeals

The student has the right to appeal the ruling of the Senate Academic Misconduct Committee to the Senate Academic Misconduct Appeals Committee. The Senate Academic Misconduct Appeals Committee will make a decision within 10 calendar days and that decision shall be final. In such cases, the Senate Academic Misconduct Appeals Committee shall grant or deny the appeal, based on the record at Level III.

#### LEVEL IV: The Senate Academic Misconduct Appeals Committee

A student may appeal a finding of academic misconduct and/or a disciplinary penalty to the Senate Academic Misconduct Appeals Committee. The student must file an appeal in writing with the Chair of the Academic Misconduct Appeals Committee within 10 calendar days of receipt of notice of the Level III decision. The appeal must state specifically:

- the decision being appealed;
- the reasons for the appeal;
- the general nature of any new evidence, if any;
- the remedy being sought.

Upon timely receipt of a written appeal by a student found to have committed academic misconduct, the Senate Academic Misconduct Appeals Committee will, within 2 working days, notify the Instructor and the appropriate person or committee or the faculty, department or division (for example, the DRC/ARC) of the appeal.

#### Notification of Decision

Upon receipt of the written appeal, the Chair of the Senate Academic Misconduct Appeals Committee will notify the student in writing of his/her right to present further relevant information in writing to the Senate Academic Misconduct Appeals Committee, of his/her right to appear in person before the Committee, and of his/her right to be accompanied by another person during such an appearance before the Committee.

The student has 10 calendar days from receipt of such notice to present further relevant information and/or request a hearing.

#### Committee Process

After the 10 calendar days have elapsed, the Senate Academic Misconduct Appeals Committee will meet. The Senate Academic Misconduct Appeals Committee will determine its own procedures and may receive information from the student and other relevant persons in a manner they deem appropriate. The Senate Academic Misconduct Appeals Committee may request an interview with the student and/or with anyone who has information relevant to the matter.

In cases where the Committee receives a written request from a student for a hearing, the Committee shall schedule a

hearing. At such a hearing, the student may be accompanied by another person.

In cases where the student does not request a hearing, the Committee may decide the matter based on the written material and other available evidence and information.

The Senate Academic Misconduct Appeals Committee will have access to all relevant material:

- all material forwarded from levels I, II and III;
- a summary report of the case, decisions and reasons for them;
- all Senate Academic Misconduct Appeals Committee communications, written or transcribed from an oral interview;
- the minutes of all relevant Senate Academic Misconduct Appeals Committee meetings;
- any new information relevant to the case and not presented at Level I, II or III;
- the confidential Dean's Office file relevant to the case;
- a summary report of the case, decisions and reasons for the recommendation.

After considering available and relevant information and evidence, the Senate Academic Misconduct Appeals Committee may:

- uphold a finding of academic misconduct;
- revise a finding of academic misconduct;
- confirm a penalty;
- assess a different penalty; or
- dismiss the finding of academic misconduct.

#### Notification of Decision

The Senate Academic Misconduct Appeals Committee shall, within 2 working days, provide written notice to the student and the Instructor through the appropriate DRC/ARC, as well as the Senate Academic Misconduct Committee of its decision and its reasons.

#### Academic Misconduct Files

Level I: There is no permanent file kept. All documents are submitted to Level II.

Level II: There is no permanent file kept. All documents are submitted to Level III.

Level III: After resolution by the Senate Academic Misconduct Committee, a confidential file of each case is kept for a period of no longer than two years in the office of the Dean who is Chair of the Committee.

This file contains the following information:

- all material forwarded from Levels I and II;
- a summary report of the case, processes used in level III, decisions and reasons for them;
- all Senate Academic Misconduct Committee communications concerning the case;
- any new information relevant to the case and not presented at Level I, II or III;
- a summary report of the case, decisions and reasons for the recommendation;
- meeting notes of the meetings of the Committee.

Level IV: The official archival files containing the confidential records of all academic misconduct cases are kept in the Office of the Dean who is Chair of the Senate Academic Misconduct Committee for no more than two years after resolution.

A confidential archival file recording all cases occurring during an academic year is kept for no longer than seven years.

This file contains the following information:

- the index of names, dates and kinds of misconduct
- penalties, and dismissals of all misconduct cases;
- a summary of each misconduct case.

When academic misconduct has been found NOT to have occurred:

- the actual records of the case will be destroyed;
- case summaries may be kept for the seven-year period.

#### Case Summaries

The summary of each case will include a brief outline of the case, any disciplinary action taken, and the reasons for the action. In all cases, the summary will be written in such a way as to ensure complete confidentiality and anonymity for the student.

#### Access to Archival Discipline Files

Only the Academic Misconduct Committee and the Vice-President Academic have the right to access the archival files and only on a need-to-know basis.

#### Student Records and Notations of Disciplinary Action

The Chair of the Academic Misconduct Committee will notify the Records Office of all disciplinary actions taken; this includes penalties assessed, subsequent appeals and the appeals outcomes. If the penalty involves suspension or expulsion from the University, the Chair of Academic Misconduct Committee will inform the Records Office of the need for this to appear on the student's record, how long it should remain on the record, and the conditions for removing it from the record.

The Records Office may be asked by the Chair of Academic Misconduct Committee to withhold the issuance of transcripts or statement of grades for the student disciplined pending the expiry of the appeal or exhaustion of the appeal process.

The student's official file in the Records Office should only contain the final decisions of penalty should the student be found guilty of academic misconduct. Where the student has been found guilty, this record will be removed upon the student's graduation. In a case where the final decision is a finding that no academic misconduct occurred, thus overturning a previous penalty, all material pertaining to the case will be destroyed.

#### Notations on Student History/Record

If the penalty is a lowered or failing grade for a specific item of work or for a course in its entirety, there is no notation placed on the student history and transcript. The history and transcript will reflect the grade as though it were an earned grade.

If the penalty is suspension from the University, a notation is placed both on the Student History and the official transcript. The notation is removed two years after termination of suspension.

If the penalty is expulsion from the University, the notation remains permanently on both the Student History and the official transcript. This notation may only be removed upon successful petition to The Senate Academic Misconduct Appeals Committee.

#### Academic Misconduct and the University Community

Evaluation and Annual Report to the University Community  
An annual report will be presented to Senate by the Chair of the Academic Misconduct Committee. The report will be presented in such a way as to maintain confidentiality and anonymity. It will chronicle the number of cases, the faculties, departments, divisions, and units and, where

feasible, the courses in which they occurred, the types of misconduct, and the kinds of penalties assessed. This report will be based on information received from levels II, III, and IV. This report will also be published so that members of the University community shall be kept informed of the nature and disposition of cases dealt with under this Policy. In addition, should the evaluation reveal a pattern of academic misconduct that is identifiable with respect to the factors evaluated, the Senate Academic Misconduct Committee may recommend to Senate changes in policy, preventative actions and/or any matters, as appropriate.

**Responsibility of Members of the Academic Community**  
All members of the University community have the responsibility to ensure that students are familiar with generally accepted standards and requirements of academic honesty. However, ignorance of these standards will not preclude the imposition of penalties for academic misconduct.

**Review:**

These procedures shall be reviewed in conjunction with the Policy review at least once every five years.

**b. Non-Academic Misconduct**

**Note:** This policy is currently under review and subject to change.

In order to accomplish its stated mission, the University must be a community in which there is freedom to learn, to teach, to create and to engage in research without fear of retaliation or intimidation and without threat to person or property. Students have a responsibility to act in a fair and reasonable manner in their interactions with their peers, faculty, staff and administration and in their use of campus property. The intent of this policy is to encourage appropriate student conduct and to identify and regulate student non-academic misconduct which infringes on the above mentioned freedoms and thereby jeopardizes the essential values of our academic community: mutual respect, dignity and civility.

In general, within the University's precincts, students should conduct themselves, individually and collectively, in ways that are consistent with the University's commitment to academic excellence, intellectual freedom, cultural diversity, individual achievement and personal dignity. The University is, above all, a community of scholars engaged in teaching, research and learning. Conduct which promotes an environment appropriate to these pursuits is desirable. Any conduct that detracts from the maintenance of such an environment is undesirable. This includes not only threatening, abusive, disruptive or violent behaviour that directly and immediately affects the health, safety, security or freedom of others, but also patterns of behaviour which, over time, cumulatively cause others to experience a perceived threat to their academic or social environment, or to their personal well-being.

This policy is rooted in the concept of collegiality. It not only requires students to conduct themselves in a manner befitting an academy of scholars, but as well to take individual and collective responsibility for sustaining an acceptable academic milieu by responding appropriately to non-academic misconduct on the part of others.

For more information on this policy, contact the Registrar at 204-786-9337.

**10. Senate Appeals**

**a. Information**

Students have a right of appeal. All appeals must be in writing. Decisions are made by the appropriate body and are based on the information and supporting documentation provided in writing by the student.

All students wishing to appeal must consult their Graduate Program Advisor to discuss their situation, for information on appeal procedures, and to obtain the appropriate appeal form as required. This section outlines the procedures established to deal with the types of appeals indicated.

**b. Admission**

Applicants who wish to be admitted to the University without satisfying normal admission criteria may submit an Admission Appeal to the Registrar. Applicants should see the Registrar or an Admissions Officer for information about such appeals. This appeal will be heard by the Senate Appeals Committee.

**c. Credit and Audit Status in Courses**

Students who wish to change their status in a course from credit to audit or from audit to credit after the course change period has passed must submit a written appeal to the Senate Appeals Committee giving the reasons the change is being requested and written approval for the change from both the instructor of the course and the chair of the department.

There is a fee adjustment for the late change from audit to credit. There is no fee adjustment for the late change from credit to audit.

**d. Deferred Exams and Incomplete Term Work**

A student may appeal for incomplete term work or a deferred final test or exam when medical, compassionate or other circumstances beyond the student's control create situations in which it is impossible, or causes undue hardship, for the student to write the final test or exam as scheduled, or to complete an item of work by the end of the evaluation period of the course.

**Procedures**

Students must first consult the instructor of the course. Students who cannot write a final exam as scheduled are expected to contact their instructor immediately on (or before) the day of the exam. Departmental policy may permit the instructor to reschedule an exam or final test, or to accept late term work if the proposed completion date falls before the limit for that term. Students must then meet with an Academic Advisor to obtain an appeal form and the completed appeal form, with the student's statement and instructor comments, is returned to Academic Advising no later than the deadline for submission of grades in the course

If departmental policy does not permit this resolution, or the instructor denies the request, or the work cannot be completed within the time limit for the term, or the deadline for submission of grades has passed, the student must appeal to the Senate Appeals Committee by obtaining an appeal form from Academic Advising.

**Deadlines to Appeal**

For a deferred exam, students must contact their instructor immediately, and must normally appeal no later than five working days after the scheduled examination date.

For incomplete term work, students must normally appeal no later than the end of the evaluation period.

**Deadlines for Completing Work or Exams**

Examinations deferred by the Senate Appeals Committee will normally be scheduled during a special examination period.

Incomplete term work must be submitted within a time period determined by the department or the instructor, or by the Senate Appeals Committee in consultation with the instructor (see table).



Term	Exam or Final Test by	Term Work by
Courses ending in December	February 15	April 1
Courses ending in April	June 15	August 1
Courses in Spring Term	September 15	October 1

**e. Readmission to a Graduate Program**

Students required to withdraw involuntarily from a graduate program for academic or non-academic reasons shall not be granted re-admission to Graduate Studies for a period of one year. After that period, the student may apply to the Faculty of Graduate Studies provided that he/she meets the entrance requirements and presents compelling evidence that a more successful outcome is likely. The Office of the Dean of Graduate Studies and the appropriate Graduate Program Committee concerned shall consider the student's file and withdrawal records when evaluating an application for re-admission, regardless of whether the student is seeking re-admission into the same graduate program. A student shall not be eligible for re-admission into the Faculty of Graduate Studies if he/she has involuntarily withdrawn more than once.

When a student is re-admitted to a graduate program, he/she must adhere to the current program requirements as existing in the term in which they are re-admitted. Re-admittance into the program must be for no less than one academic year. Any new financial offers will be decided upon re-admission, and will be at the discretion of the Graduate Program Committee. Any previous courses taken in the graduate program will be re-assessed. Normally courses taken five or more years previously will not be considered for credit toward the requirements for graduation.

**f. Voluntary Withdrawal**

Students wishing to withdraw voluntarily from their graduate program must submit a written request to the relevant Graduate Program Committee, copying their request to their Graduate Program Advisor, stating that they wish to withdraw from their graduate program. Once the request for voluntary withdrawal is approved, the GPC will forward a completed "Voluntary Withdrawal from Graduate Program" form to the Dean of Graduate Studies stating that the student is withdrawing from the program and the effective date of withdrawal.

When the withdrawal is approved, the internal academic record will show the date of withdrawal and a code of "D" beside all courses dropped. The student cannot attend any courses or use any university resources as of the requested effective date of withdrawal.

If a student exits a program (e.g., stops attending classes, ceases work on their thesis) without submitting a written request as above, the withdrawal is not approved, the student will remain registered in all courses, and a final grade and /or standing will be assigned at the end of the term or session. A student who does not complete formal withdrawal procedures will be liable for all assessed fees until such procedures are completed.

Withdrawal from the Faculty of Graduate Studies constitutes withdrawal from The University of Winnipeg.

**g. Involuntary Withdrawal**

**Involuntary Withdrawal for Academic Reasons**

Students who do not meet the "Minimum Academic Standing & Performance Requirements" will be required to withdraw from their graduate program and from The University of Winnipeg. If the student's Graduate Program Advisor, in consultation with the Supervisory Committee, deems that the student is not maintaining the standards outlined in the "Minimum Academic Standing & Performance Requirements," he/she must a) inform the student in writing of unsatisfactory academic progress; b) allow the student to have the opportunity to discuss the matter with the Graduate Program Advisor, the Supervisory Committee, and the Graduate Program Committee Chair, and c) make a recommendation for withdrawal to the Dean of Graduate Studies. Normally such a recommendation should be made within 10 business days of the final grade submission. Both the internal and external academic record of such a student will indicate "Required to Withdraw." In extraordinary circumstances, students may appeal in writing for reinstatement to the Senate Student Appeals Committee.

**Involuntary Withdrawal for Non-Academic Reasons**

Graduate Policies on Involuntary Withdrawal for Non-Academic Reasons follow the University policies.

In order to accomplish its stated mission, the University must be a community in which there is freedom to learn, to teach, to create and to engage in research without fear of retaliation or intimidation, and without threat to person or property. Students have a responsibility to act in a fair and reasonable manner in their interactions with their peers, faculty, staff, and administration and in their use of campus property. The intent of this policy is to encourage appropriate student conduct and to identify and regulate student non-academic misconduct which infringes on the above mentioned freedoms and thereby jeopardizes the essential values of our academic community: mutual respect, dignity, and civility.

For more information, see section 9, of the Regulations and Policies Section of the Faculty of Graduate Studies Calendar: <http://www.uwinnipeg.ca/academics/graduate-calendar/docs/grad-regandpols.pdf>

**h. Tuition Fee Refunds**

The following scenarios outline the proposed fee consequences of the timing of a student withdrawing from a program (either voluntarily or involuntarily) in a program year.

- 1) If a student voluntarily withdraws from a program or is involuntarily withdrawn from a program by the end of the course change period for the first term of attendance in that program year, 100% of fees will be reversed for that term and for the second and third terms for the program year.
- 2) If a student voluntarily withdraws from a program or is involuntarily withdrawn from a program between the end of the course change period for the first term of attendance and the end of the course change period for the second term of attendance in that program year, no fees will be reversed for the first term, and 100% of the fees will be reversed for the second and third terms for the program year.

3) If a student voluntarily withdraws from a program or is involuntarily withdrawn from a program between the end of the course change period for the second term of attendance and the end of the course change period for the third term of attendance in that program year, no fees will be reversed for the first term or second term, and 100% of the fees will be reversed for the third term for the program year.

4) If a student voluntarily withdraws from a program or is involuntarily withdrawn from a program after the end of the course change period for the third term of attendance in that program year, no fees will be reversed for the program year.

#### **i. Waiver of Graduation Requirements**

Students may appeal for a waiver of specific requirements in a degree program if there are compelling extenuating circumstances. Students should consult the Convocation/Academic Program Officer regarding this type of appeal.

#### **j. Further Appeal**

A student who has reason to believe that all pertinent information was not available when the written appeal was first considered may re-appeal or request an In-Person Appeal from the Chair of the Senate Appeals Committee.

### **11. Grade Appeals**

#### **a. Grades on an Individual Item of Work**

An individual item of work includes any single piece of work in a class, including the final test or examination. Appeals of grades on individual items of work are heard by the Graduate Program Committee, which rules on appeals made to the Program. Normally the Program is the highest body of appeal against grades on individual items of work.

#### **Grounds for an Appeal**

To make an appeal, a student must have cause to believe that a grade assigned on an individual item of work was unjust.

#### **Procedures**

The student should first discuss the matter with the instructor. If, after discussion with the instructor, the student has reason to believe an injustice has been done, the student may then write an appeal to the Chair of the Graduate Program Committee. Students are encouraged to meet with an Academic Advisor before they write the appeal.

For individual items of term work graded during classes, students must discuss the matter with the instructor within seven working days after notification of the grade. The written appeal to the Chair of the GPC must be submitted within two working days after the discussion with the instructor.

For final items of term work graded after the end of classes, or for final term tests or examinations, students must have submitted their written appeal to the Chair of the GPC within six weeks after the last day of exams for the term in which the course is offered.

**All appeals** submitted to the Chair of the Graduate Program Committee should include:

- a copy of the work which is the subject of the appeal;
- grounds for the appeal;
- a summary of the conversation with the instructor.

Students should expect that the disputed grade will be reviewed in a context other than the one that generated the original grade. Either the Committee or the Program Chair notifies the student in writing of the result of the appeal. The instructor will be fully informed of the student's submission.

#### **b. Final Grades**

The final grade is the official final grade that appears on the student's statement of marks from the Registrar. Appeals of final grades are heard by the Graduate Program Committee, which rules on appeals made to the Department. Normally the Program is the highest body of appeal against final grades.

#### **Grounds for Appeal**

There are only three grounds for appeal against a final grade.

- The assessment of the final grade was made without considering all individual items of work completed and submitted.
- The final grade does not appear to correspond to the grades awarded to the individual items of course work, indicating an error in calculation in developing the final grade.
- The overall assessment of the final grade is demonstrably unjust.

A processing fee is charged. It is refunded if the appeal is successful. (See *Fees* on the University website).

#### **Procedures**

Students have up to six weeks after the official notification of final grades from the Registrar to submit an appeal. Students are encouraged to meet with an Academic Advisor before they write the appeal.

The appeal should include:

- a copy of all course work which is the subject of the appeal;
- grounds for the appeal;
- any other relevant documentation.

The written appeal is submitted to the Registrar who sends the appeal to the Graduate Program Committee. The Registrar notifies the student in writing of the result of the appeal. The instructor is fully informed of the appeal.

#### **Further Appeal**

A student who has reason to believe and can demonstrate that the Departmental Review Committee did not give the appeal a fair hearing may appeal the Committee's decision on procedural grounds in writing to the Senate Appeals Committee through the Registrar.

### **12. University Policies**

The University has a number of policies in place that are of importance to all members of the University community. The following policies are of particular importance to students:

#### **a. Respectful Working and Learning Environment Policy & Procedures**

Freedom from discrimination and harassment are fundamental rights of all members of the University community. The University of Winnipeg prohibits any form of discrimination or harassment in conjunction with University-related activities, whether on or off campus.

For more information on this policy, please contact the Human Rights and Diversity Officer at (204) 988-7508 or visit the website:

<https://www.uwinnipeg.ca/respect/respect-policy.html>

#### **b. Service Animals on Campus Policy & Procedures**

In compliance with The Accessibility for Manitobans Act, this policy details the rights and responsibilities in regard to persons with disabilities who require the assistance of a service animal while working, studying and/or visiting the campus.

For more information on this policy, please contact the Human Rights and Diversity Officer at (204) 988-7508 or visit the University's website:

<https://www.uwinnipeg.ca/institutional-analysis/docs/policies/service-animals-policy.pdf>

<https://www.uwinnipeg.ca/institutional-analysis/docs/Procedures/service-animals-on-campus-procedures.pdf>

### **c. Responsible Conduct of Research and Scholarship Policy**

The purpose of this policy is to promote and advance a high standard of integrity in research and scholarship. This policy has been established to address public concerns about responsibility and accountability in research and scholarship. It outlines procedures for promoting integrity among researchers and scholars and for investigating allegations of misconduct in research and scholarship. The policy applies to all members of the University community.

Copies of the policy are available through the Office of the Vice-President, Research and Innovation, and can also be found on the University's website at: <http://uwinnipeg.ca/research/funding.html>.

### **d. Policies on Research and Experimental Ethics**

These documents contain University policies regarding the ethical conduct of research, experimentation and teaching exercises. Research or teaching exercises involving human participants or vertebrate animals cannot be undertaken by faculty, staff or students without the approval of the appropriate University committee or committees.

These policies are available through the Office of the Vice-President, Research and Innovation, and can also be found on the University's website at: <http://uwinnipeg.ca/research/research-ethics.html>.

### **e. Library Policies**

The following Library policies should be noted:

#### **Interlibrary Loan Policy:**

The purpose of this policy is to allow faculty, staff, and students of the University of Winnipeg to request materials from other institutions, and to make the Library's materials available to requesters from other institutions. The University of Winnipeg Library participates in several provincial, regional and national resource sharing agreements that extend users' access to materials held by other libraries.

#### **The Library Acceptable Computing Use Policy:**

The purpose of this policy is to create and maintain a respectful environment in the Library for its users when making use of its public computing facilities, networks and electronic resources. The University of Winnipeg *Acceptable Use of Information Technology Policy* provides a basis for this policy, which is intended to outline (and distinguish between) appropriate and inappropriate computer use within the Library. In addition, all users of public computers in the Library must abide by applicable University and Library policies, including, but not limited to, the University's Respectful Working and Learning Environment Policy, the Library's Facilities Use Policy, and the Library's Accessibility Policy.

#### **Copyright and Fair Dealing Policy:**

The University of Winnipeg and its Library follow the *Copyright Act*, Supreme Court of Canada decisions on copyright, and the University's Fair Dealing copyright guidelines. The Library's Copyright Office provides copyright information via its website, answers questions related to copyright and obtains copyright clearances or permissions when required. Please see <http://copyright.uwinnipeg.ca/>

#### **The Facilities Use Policy:**

The purpose of this policy is to create and maintain a

respectful environment in Library facilities for its users and the campus community, and applies to all UW faculty, staff, students, alumni and members of the public who physically come in to the library to make use of its facilities or to borrow library materials. It outlines appropriate personal and interpersonal behavior related to food, drink and noise.

### **Borrowing and Fine Policies:**

The purpose of this policy is to establish service and user responsibility guidelines for the temporary exclusive personal use of library materials and applies to all faculty, students, staff, alumni and Special Borrowers when they sign out library materials on their account. Fines are intended primarily as a deterrent to late or non-return of material in order to maintain the availability of resources to all members of the University community. Please see:

<http://library.uwinnipeg.ca/about-us/loan-periods-and-fines>

### **f. Acceptable Use of Information Technology Policy**

The purpose of this policy is to clearly establish rules and regulations outlining the usage of computers, computing and network resources and the facilities in which they reside at The University of Winnipeg. This policy pertains to all employees, students and authorized external parties (the "University community") who have been granted access to use the University of Winnipeg computer and networking facilities and resources.

The policy may be found at:

<https://www.uwinnipeg.ca/institutional-analysis/docs/policies/acceptable-use-of-information-technology-policy.pdf>

## **12. Graduation**

Convocations are held three times yearly, in the Spring, Winter and Fall. The Spring and Fall Convocations have ceremonies and the Winter Convocation degrees will be conferred In Absentia (no ceremony). Students must apply for graduation by February 1 for Spring Convocation, by August 1 for Fall Convocation and by November 1 for Winter Convocation. Those graduating at the Winter Convocation may attend the Spring Convocation ceremony.

### **a. Application to Graduate**

Students who complete the requirements for one of the University's degrees through the April series of examinations, and have applied for graduation by the preceding February 1, shall be admitted to the appropriate degree at that year's Spring Convocation. Students who complete the requirements for one of the University's degrees through the Spring Term series of examinations, and have applied for graduation by the preceding August 1, shall be admitted to the appropriate degree at that year's Fall Convocation. Students who complete the requirements for one of the University's degrees through the December series of examinations, and have applied for graduation by the preceding November 1, shall be admitted to the appropriate degree at the following year's Winter Convocation.

Applications for graduation are made online through students' WebAdvisor accounts.

Further details regarding the convocation ceremony will be forwarded by the Student Records Office to graduands who have been approved by the Senate of the University. Information about graduation may be obtained from the website, Student Central or the Convocation/Academic Program Officer.

**b. Academic Dress**

The correct dress for graduates of the University is described below.

**Bachelors and Masters**

- a mortarboard of black material with a black tassel
- a gown of black material and the appropriate shape specified by the North American Intercollegiate Code
- a hood of the colour and shape specified by the North American Intercollegiate Code

**Honorary Doctors**

- a round brimmed cap of red velvet
- a gown of red material and of the appropriate shape specified by the North American Intercollegiate Code
- a hood of the full Cambridge shape in white material, lined in the University colours showing a white chevron on a red field

**Note:** A fee is charged for academic dress rental. (See *Fee Information* on the website). The fee amount and other details will be included in the information sent to the graduand approximately six weeks prior to the Convocation.

For more information on Graduate Studies regulations, see the Graduate Student Policies and Guidelines document found here: <http://www.uwinnipeg.ca/graduate-studies/current-student/docs/policies-and-guidelines.pdf>

# GRADUATE STUDIES AREAS OF STUDY

June 11, 2018

## 1. Degrees/Programs Offered in Graduate Studies

## 2. History of the Master's Programs

## 3. Program Descriptions (see separate sections):

- Master of Science in Applied Computer Science and Society (ACS)
- Master of Science in Bioscience, Technology and Public Policy (BIOL)
- Master of Arts in Criminal Justice (CJ)
- Master of Arts in Cultural Studies: Texts and Cultures (ENGL)
- Master of Arts in Cultural Studies: Curatorial Practices (ENGL)
- Master's in Development Practice (MDP)
- Master of Arts in Environmental, Resource, and Development Economics (ERDE)
- Master of Arts in History (HIST/HIST)
- Master of Arts in Indigenous Governance (IG)
- Master of Marriage and Family Therapy (MFT)
- Master in Management (MiM)
- Master of Arts in Peace & Conflict Studies (PACS)
- Master of Public Administration (POL/POLS)
- Master of Arts in Religion (REL/RLGN)
- Master of Arts in Theology - Please refer to website: <http://uwinnipeg.ca/theology/index.html>

## 1. Degrees/Programs Offered

### University of Winnipeg Master's Programs:

Master of Science in Applied Computer Science and Society	MSc
Master of Science in Bioscience, Technology and Public Policy	MSc
Master of Arts in Criminal Justice	MA
Master of Arts in Cultural Studies: Texts and Cultures/Curatorial Practices	MA
Master of Arts in Environmental, Resource and Development Economics	MA
Master's in Development Practice	MDP
Master of Arts in Indigenous Governance	MA
Master of Marriage and Family Therapy	MMFT
Master in Management	MiM
*Master of Arts in Theology	MA
*Master of Arts in Spiritual Disciplines and Ministry Practices	MA
*Master of Divinity	MDiv
*Master of Sacred Theology	STM

### Joint Master's Programs:

Master of Arts in History	MA
Master of Arts in Religion	MA
Master of Arts in Peace & Conflict Studies	MA
Master of Public Administration	MPA

For further information on graduate programming at The University of Winnipeg, please visit: <http://www.uwinnipeg.ca/graduate-studies/graduate-programs/index.html>

**\*Please note:** Applications for admission to the Master of Theology and Sacred Theology, Master of Arts in Spiritual Disciplines and Ministry Practices, and Master of Divinity programs are suspended. Current students in the Master of Divinity program should note that the required curriculum has been reduced from 90 to 72 credit hours.

For further information on graduate degrees in **Theology**, please see the "United Centre for Theological Studies" section of the university's website at: <http://www.uwinnipeg.ca/index/theology-apply>

For information about entrance requirements, application process and student classifications for the **Master of Marriage and Family Therapy** program, please visit <http://www.aurorafamilytherapy.com/>

## 2. History of the Master's Programs

- Beginning in July, 2007, four new graduate programs were approved for the University of Winnipeg: Master of Arts in Indigenous Governance, Master of Science in Applied Computer Science and Society, Master of Science in Bioscience, Technology and Public Policy, and a Master of Arts in Cultural Studies. The first three of these programs accepted their first students in September 2008 and the last one did the same in September 2009.
- In May 2010 The John D. and Catherine T. MacArthur Foundation announced it had awarded UWinnipeg a highly competitive international grant of \$800,000 USD that went towards establishing a unique and specialized Master's in Development Practice (MDP) with a focus on Indigenous Development. UWinnipeg is the only university with this focus within the MDP network. This graduate program began in August 2011. Fall 2010 also implemented the name change from the MA in Aboriginal Governance program to the MA in Indigenous Governance.
- September 2011 saw the launch of a second stream in the Cultural Studies program, a specialization on Curatorial Practices. September 2012 saw the launch of the MA in Environmental, Resource and Development Economics program (ERDE) and the change of the

Indigenous Governance program from a one-year to a two-year degree.

- In 2017-2018, two new graduate programs were approved: Master of Arts in Criminal Justice, and Master in Management in Innovation, Technology and Operations.
- The United Centre for Theological Studies and the Master's of Marriage and Family Therapy (MMFT) offer free-standing degrees at UW. The United Centre for Theological Studies offers four master's degrees: Master of Arts in Theology (launched 1998), Master of Arts in Spiritual Disciplines and Ministry Practices (launched 2008), Master of Divinity (launched 1970), and Master of Sacred Theology (launched 1966). The Master of Marriage and Family Therapy (MMFT) is an applied degree earned by students who get the majority of their clinical training through the Aurora Family Therapy Centre, a clinic on campus specializing in couple and family therapy; this program granted its first degrees in 1992
- Joint Master's Programs: Beginning July 1, 1976, The University of Winnipeg and the University of Manitoba established three joint master's programs in the disciplines of History, English (subsequently suspended) and Religion. On September 1, 1977, the Master of Public Affairs was added and changed in 1989 to Master of Public Administration. This program uses the resources of the Politics Departments at The University of Winnipeg and at the University of Manitoba. In Fall 2010, an additional JMP was launched in Peace and Conflict Studies based out of the University of Winnipeg's Global College and the University of Manitoba's Mauro Centre. The resources of both universities are thus made available for graduate work in these disciplines. Subject to the regulations and policies of the individual programs, students enrolling in a Joint Master's Program enjoy at both universities all the rights and privileges normally accorded to graduate students. Two months before their expected date of graduation students must declare in writing the university from which they wish to attend convocation. All JMP graduates receive a joint parchment specifying the names of both universities. As part of the agreement establishing these Joint Master's Programs, it was arranged that administrative aspects, e.g., admission, registration, etc. would be handled by the the Faculty of Graduate Studies at the University of Manitoba.

# MASTER OF SCIENCE APPLIED COMPUTER SCIENCE AND SOCIETY (ACS)

Updated March 28, 2018

**Graduate Program Chair:** Y. Chen; **Professors:** S. Liao, S. Ramanna; **Associate Professors:** S. Camorlinga; C. Henry  
**Assistant Professors:** R. McFadyen; Administrative Supervisor of Grad Students: Connie Arnhold

## DEGREES/PROGRAMS OFFERED M.Sc.

The department offers a Master's program at the graduate level in **Applied Computer Science and Society** with a focus on issues of technology and ethical/human/social aspects of computing. We offer courses in three core clusters that represent frontiers of the discipline. These are: i) *Information Representation*, ii) *Search and Management, Intelligent Systems*, and iii) *Systems Development*.

## AREAS OF RESEARCH

The research interests of our faculty include: algorithms and complexity, computational intelligence, computer vision, data warehousing, distributed systems, health information systems, web and document databases, granular computing, image processing, pattern recognition, software engineering, security and privacy, machine learning, multimedia computing, and wireless communication. Information about specific research topics can be found on the faculty web pages

<http://www.acs.uwinnipeg.ca>

We offer both thesis-based and course programs. Our thesis-based program is designed to provide an excellent basis for a Ph.D. in computer science or other related fields. Our graduates in the course-based program are well-qualified for employment in industry, the public-sector, and academia.

## REQUIREMENTS FOR A M.Sc. IN APPLIED COMPUTER SCIENCE AND SOCIETY (Thesis-Based)

### ADMISSION REQUIREMENT

Students may be admitted to the thesis-based Master's program if they hold an Honours or 4-year Bachelor of Science degree in Applied Computer Science, Computer Science and/or Engineering, Mathematics or equivalent and if they present a suitable selection of courses. A student must have a supervisor selection prior to admission.

- Minimum entry requirement: overall GPA of 3.0.
- English requirement: A minimum TOEFL score of 550 (paper-based), 213 (computer-based), 80 (Internet-based) or International English Language Testing System **IELTS** (6.5) is needed. The test should have been taken within a year of the date a completed application is filed.

Students can also be admitted to the Master's program upon successful completion of a University of Winnipeg designed pre-Master's program which consists of a set of upper-level undergraduate courses. Please contact the Department for details.

### APPLICATION DEADLINES

The Department allows students to begin their program in September or January. For admission for each of these start dates, Canadian/U.S. students should send their applications with complete supporting documentation to the Office of Graduate Studies no less than three (3) months before the intended start date. All other students should send their applications with complete supporting documentation no later than six months (6) before the intended start date. Application form can be downloaded from <http://www.uwinnipeg.ca/index/grad-studies-programs>

### PROGRAM REQUIREMENTS

Students are required to take a **minimum of 12 credit hours** from the list of Applied Computer Science Graduate courses, plus GACS-7500 Graduate Thesis. Students are required to write a thesis and successfully defend their thesis in an open oral defense in the presence of a thesis committee. Students must select their courses in consultation with their thesis supervisor.

**SECOND LANGUAGE REQUIREMENT:** None

**EXPECTED TIME TO GRADUATE:** 2 years

**MAXIMUM TIME REQUIRED TO GRADUATE:** 5 years

### REQUIRED COURSES

- Minimum **12 credits** from the Applied Computer Science Graduate courses
- **GACS-7500 GRADUATE THESIS**

# REQUIREMENTS FOR A M.Sc. IN APPLIED COMPUTER SCIENCE AND SOCIETY (Course-Based)

## ADMISSION REQUIREMENT

Students may be admitted to the course-based Master's program if they hold an Honours or 4-year Bachelor of Science degree in Applied Computer Science, Computer Science and/or Engineering, Mathematics or equivalent and if they present a suitable selection of courses.

- Minimum entry requirement: overall GPA of 3.0 in all computing , mathematics and statistics courses.
- English requirement: A minimum TOEFL score of 550 (paper-based), 213 (computer-based), 80 (Internet-based) or International English Language Testing System **IELTS** (6.5) is needed.  
The test should have been taken within a year of the date a completed application is filed.

## APPLICATION DEADLINES

The Department allows students to begin their program in September or January. For admission for each of these start dates, Canadian/U.S. students should send their applications with complete supporting documentation to the Office of Graduate Studies no less than three (3) months before the intended start date. All other students should send their applications with complete supporting documentation no later than six months (6) before the intended start date. Application form can be downloaded from <http://www.uwinnipeg.ca/index/grad-studies-programs>

## PROGRAM REQUIREMENTS

Students are required to take

- a **minimum of 21** credit hours of GACS-7xxx/3 courses (excluding GACS-7500 thesis course)
- a **minimum of 9** credit hours of ACS-4xxx/3 courses

**SECOND LANGUAGE REQUIREMENT:** None

**EXPECTED TIME TO GRADUATE:** 2 years

**MAXIMUM TIME REQUIRED TO GRADUATE:** 5 years

### **SWITCHING from Course-based Program to Thesis-based Program:**

Students may switch from *course-based to thesis-based at any time during the program* provided a thesis supervisor is willing to accept them. The department is not responsible for finding thesis supervisors.

### **SWITCHING from Thesis-based to Course-based Program:**

Students may switch from *thesis-based to course-based program within the first four months* from the date of registration. After the first four months, a switch can be made only with the written approval of their thesis Supervisor and the Graduate Program Committee Chair.

## Applied Computer Science Department Courses

### **Information Representation, Search and Management Cluster:**

- **GACS-7101/3** ADVANCED DATA STRUCTURES AND ALGORITHMS FOR APPLIED COMPUTER SCIENCE
- **GACS-7102/3** WEB AND DOCUMENT DATABASES
- **GACS-7103/3** SEMANTIC WEB
- **GACS-7104/3** THEORY AND PRACTICE OF SECURITY AND PRIVACY

### **Intelligent Systems Cluster:**

- **GACS-7201/3** BIOMETRICS
- **GACS-7202/3** GRANULAR COMPUTING: FOUNDATIONS AND APPLICATIONS
- **GACS-7203/3** PATTERN RECOGNITION
- **GACS-7204/3** MULTIMEDIA COMPUTING AND APPLICATIONS
- **GACS-7205/3** DIGITAL IMAGE PROCESSING
- **GACS-7206/3** ADVANCED MACHINE LEARNING

### **Systems Development Cluster:**

- **GACS-7301/3** IMPLEMENTATION AND IMPACT OF PEER-TO-PEER SYSTEMS
- **GACS-7302/3** GLOBAL SOFTWARE PROJECT MANAGEMENT
- **GACS-7303/3** ADVANCED TOPICS IN SOFTWARE DESIGN AND ARCHITECTURE
- **GACS-7304(3)** COMPUTER SYSTEMS FOR SOCIETY
- **GACS-7305(3)** GRADUATE PROJECT
- **GACS-7306(3)** APPLIED PARALLEL PROGRAMMING

**Topics:** - **GACS-7401/3** CURRENT TOPICS IN COMPUTING

**Thesis:** - **GACS-7500** GRADUATE THESIS



# COURSE DESCRIPTIONS

## Information Representation, Search and Management Cluster:

### **GACS-7101(3) ADVANCED DATA STRUCTURES AND ALGORITHMS FOR APPLIED COMPUTER SCIENCE (Le3)**

In this course, students will study methods for designing efficient data structures and algorithms such as binary search trees, red-black trees, priority queues, minimum spanning trees, strongly connected components, maximum flows, string matching and tree matching, bipartite graphs, as well as the algorithm analysis and proof. Through the study of these data structures and algorithms, students will develop skills to solve hard problems in specialized databases such as Graph databases, DNA and Deductive databases.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

### **GACS-7102(3) WEB AND DOCUMENT DATABASES (Le3)**

In this course, students will gain a good understanding and knowledge of research issues associated with two types and databases. In particular, students will study basic theoretic issues of web and document databases: system architectures, XML data storage and data compression, data retrieval and twig matching, data stream system, as well as the search engine architecture. Another specific methodology related to Graph databases will also be discussed.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

**GACS-7103(3) SEMANTIC WEB (Le3)** This course examines current issues related to the next generation of the World Wide Web: the Semantic Web that is intended to convert the Web into a more practical globally linked database. Topics comprise document markup languages, access privileges, business rules, and processing models for managing data. A typical project involves the design and implementation of an application for managing semi-structured data using XML technologies.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

### **GACS-7104(3) THEORY AND PRACTICE OF SECURITY AND PRIVACY (Le3)**

This course provides students an understanding of theoretical and practical aspects of security and privacy and opens them up to the current research challenges in this area. Topics include classical cryptography, symmetric encryption, public key cryptography, key distribution mechanisms, digital signature, entity and message authentication, access control, multimedia security and digital right management, secret sharing, physical security, privacy preserving techniques such as data aggregation, perturbation,  $k$ -anonymity and  $l$ -diversity.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

## Intelligent Systems Cluster:

**GACS-7201(3) BIOMETRICS (Le3)** Biometrics refers to the automatic identification of a person based on his/her physiological or behavioral characteristics. With the increased integration of computers and Internet into our everyday lives, to protect sensitive and personal data becomes more important and challenging. This course focuses on the design of various biometric systems based

on fingerprints, voice, face, hand geometry, palm print, iris, retina, and other modalities. Multimodal biometric systems that use two or more of the above characteristics are studied. This course also examines biometric system performance and the issues related to the security and privacy aspects of these systems.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

### **GACS-7202(3) GRANULAR COMPUTING:**

**FOUNDATIONS AND APPLICATIONS (Le3)** This course examines granular computing as a framework of theories, methodologies, techniques, and tools that make use of information granules in the process of problem solving. Granular computing has a significant impact on the design and implementation of intelligent systems. Emphasis is placed on the study of the theory of rough and fuzzy sets. Applications of these theories are also explored. This course also examines social issues that arise from application of these theories in selected domains.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

### **GACS-7203(3) PATTERN RECOGNITION (Le3)**

This course gives students an overview of classification techniques. It covers methods from linear classifiers to nonparametric techniques. Feature generation, selection, and extraction techniques are examined. Both supervised and unsupervised learning methods are discussed.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

### **GACS-7204(3) MULTIMEDIA COMPUTING AND APPLICATIONS (Le3)**

This course provides graduate students with an in-depth knowledge of various computational techniques and tools used in multimedia research (images, videos, speech, graphics and documents). The course covers the following topics: fundamentals of multimedia signal processing, multimedia compression, wireless multimedia, multimedia summarization, content-based multimedia retrieval, multimedia surveillance and security, and current issues and trends in multimedia research. The objective of this course is to prepare students to understand the theoretical foundation of multimedia computing, and to apply computational tools such as Matlab, Intel OpenCV, etc., to the processing and analysis of multimedia data.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

### **GACS-7205(3) DIGITAL IMAGE PROCESSING (Le3)**

This course provides students a detailed overview of Digital Image Processing and its applications. Image processing has found applications in many areas from medical imaging to computer graphics. This course covers the fundamental concepts of visual perception and image acquisition, basic techniques of image manipulation, segmentation and coding, and a preliminary understanding of Computer Vision. With successful completion of the course, students will be able to perform image manipulations and analysis in many different fields.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

### **GACS-7206(3) ADVANCED MACHINE LEARNING (Le3)**

The course covers core machine algorithms, but emphasis is placed on research-level machine learning methods and

theory. Algorithms for classification, clustering, regression and dimensionality reduction are covered. Discovering patterns in web content, structure and usage are to be discussed. Applications of these algorithms for effectively using machine learning methods to solve real-world problems are explored via the Weka machine learning workbench. Evaluating predictive quality of the algorithms and assessing credibility of learned patterns with statistical methods are covered.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

#### Systems Development Cluster:

**GACS-7301(3) IMPLEMENTATION AND IMPACT OF PEER-TO-PEER SYSTEMS (Le3)** The course is divided into two parts. First half of the course examines the foundations, implementation, and characteristics of various peer-to-peer systems (both research and production). Topics discussed will include the formation, structure, maintenance, purpose, and function of peer-to-peer systems, as well as their commonalities and differences. The second half of the course examines the social issues that arise from the manner in which peer-to-peer systems are structured and used. The issues examined in this half include: copyright-related issues such as the Napster and Grokster decisions; anonymity and privacy, with respect to systems such as Tor; and security-related issues.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

**GACS-7302(3) GLOBAL SOFTWARE PROJECT MANAGEMENT (Le3)** This course identifies and addresses the social, organizational and technical issues in managing global software projects. Its topics include communications and coordination in a distributed environment; critical success factors; global project management framework; generic design (void of nationalities) and local design (with target culture); and evaluation criteria of the perceived effectiveness of various global project management strategies. The course incorporates both theory and practice, including case studies from international software development companies. Students are expected to participate in research to enrich the course material.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

**GACS-7303(3) ADVANCED TOPICS IN SOFTWARE DESIGN AND ARCHITECTURE (Le3)** This course considers problems and issues in the development of enterprise-level software systems. Topics may include software architectures, model driven development, development methodologies, design patterns, frameworks, coding practices, etc. During the semester students are required to work on the design and/or implementation of a complex multi-tiered system.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

**GACS-7304(3) COMPUTER SYSTEMS FOR SOCIETY (Le3)** This course provides students a broad understanding of how the computer systems are used in various societal domains such as human communication, education, homeland security, health and medicine, government,

business, and transportation. The focus of the course is on study of the frameworks, models and algorithms used in these systems and on to expose students with the areas where improvement can be done. Students are required to undertake a course-end project to identify the potential research problems in a particular application area and investigate their innovative scientific solutions in order to have a greater impact on society.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

#### **GACS-7305(6) GRADUATE PROJECT (P)**

The intent of this course is to allow a student to choose an area of specialization and to work on a state-of-the-art project in that area. Suitable projects may include, for example, the implementation and evaluation of new algorithms or the use of modern technologies for novel applications. Completion of the course requires a written report and an oral presentation. The specific details of the report are determined in consultation with the project advisor, but must include a survey of relevant literature, a description and evaluation pertinent to the student's work, and details of software authored by the student.

**PREREQUISITES:** Consent of the Department Graduate Studies Program Committee Chair or Instructor.

**RESTRICTIONS:** Open only to course-based stream students.

**RESTRICTIONS :** Students must complete two semesters in the ACS graduate program before they can take the project course.

#### **GACS-7306(3) APPLIED PARALLEL PROGRAMMING (Le3)**

The course focuses on parallel and distributed computing in high-performance scientific application, using the parallel execution model, a generalization of the traditional single threaded paradigm. The course covers knowledge of multi-core processors, concurrency, parallel execution, latency, communication and coordination among processes, message passing, shared-memory models, optimization techniques, parallel algorithms, decomposition strategies, system architecture, and performance analysis and tuning. Using the language C/C++, students gain hands-on experience writing scalable parallel applications for Graphics Processing Units.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

**RESTRICTIONS:** (ineligible students): Students who have taken ACS-4306 will not be eligible to take GACS-7306 for ACS degree credit.

#### **GACS-7401(3) CURRENT TOPICS IN COMPUTING (Le3)**

This course is a combination of readings, discussions, hands-on projects, and oral presentations that explore current topics in the field of computer science. During the semester students may be required to work on the design and/or implementation of systems, participate in discussions, and present seminars on chosen topics.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

**GACS-7500(3) GRADUATE THESIS (P)** Graduate thesis research. Detailed exploration of an area of Applied Computer Science chosen for thesis research.

**PREREQUISITES:** Consent of the Department Graduate Program Committee Chair or Instructor.

# MASTER OF SCIENCE BIOSCIENCE, TECHNOLOGY & PUBLIC POLICY (BIOL)

Updated June 5, 2018

**Chair: Professor B. Biernacka**

## **Bioscience Graduate Program Chair: Beata Biernacka**

The power of science to change the face of modern society is growing at an ever increasing pace. Science and technology are tools that can and do improve the human condition in many ways. But the rapid pace of change also brings unforeseen consequences and challenges. Science and technology cannot develop effectively within a social vacuum. The objective of this program is to train students in the advanced methods of science, and to place this body of knowledge in the broader context of modern society.

Biology plays an ever increasing role in the development of science and technology, and all aspects of the discipline are changing with advances in a variety of fields including health research, genetics and genomics, evolution, physiology, natural resource management, conservation and protection, molecular biology, environmental science, animal behaviour, cellular biology and many others. Our program provides students with a skill set that prepares them to work in both academia and industry at an advanced level in every area of biology.

The program's specific objectives are to:

1. Provide students with breadth and depth of knowledge in their field of study while providing the skills to communicate effectively and to make informed decisions.
2. Provide an understanding of the ethical problems facing our society, and an appreciation of the full range of human, aesthetic and environmental values.
3. Train students in science and ethics, science and public policy and science in the context of global relations.

## **Admission (Deadline February 1)**

Applicants for admission to the program must hold a recognized 4-Year Bachelor of Science or equivalent with a minimum overall GPA of 3.0 (70%) and no grade less than C+ in the last two years of full time university study. Further inquiries should be directed to the Bioscience Graduate Program Chair. Applications are available online at the Faculty of Graduate Studies website.

## REQUIREMENTS FOR AN M.Sc. IN BIOSCIENCE, TECHNOLOGY & PUBLIC POLICY

Students are enrolled in the Masters program for a minimum of two years and take a minimum of 12 credit hours of courses. A major research project culminating in a Master of Science thesis must be completed and successfully defended to graduate from the program. As a condition of admission, each MSc student must have a supervisor who is a member of the Faculty of Graduate Studies at the University of Winnipeg and belongs to a Department within the Faculty of Science at the University of Winnipeg (e.g. Biology, Environmental Studies and Science, Geography, Physics, Chemistry) or is an adjunct professor in the Dept. of Biology at the University of Winnipeg. The supervisor provides direction to the student on the program of study, directs research, and supervises thesis work. The student must also have a thesis committee including the supervisor and at least two other faculty members to help guide and review thesis research. Course work includes three elements: core bioscience courses; courses in BioScience & Technology and courses that place science in the broader context of society. Students are required to obtain a minimum average GPA of 3.0 and no grade less than B in all required coursework.

### **Courses:**

Students must complete a combination of required courses (and elective courses if required). Supervisors may assign more than the minimum 12 credit hours for a student degree program. With the exception of Seminars in Biology, and at the discretion of the Bioscience Graduate Program Chair, students are allowed to substitute up to 3 credit hours with a course taken from a different Institution.

### **Required:**

- GBIO 7101 Seminars in Biology (3 credits, continuing throughout registration period)
- GBIO 7111 Thesis course (continuing throughout registration period)
- GBIO 7103 Bioscience and Policy (3 credits)

### **Electives:**

- Minimum 3 credits from Core Bioscience Curriculum
- GBIO 7402 Current Topics in Ecology (3 credits)
  - GBIO 7304 Current Topics in Genetics & Genomics (3 credits)
  - GBIO 7100 Directed Studies in Life Sciences (3 credits)

- Minimum 3 credits from Bioscience & Technology Curriculum
- GBIO 7201 Molecular Biotechnology (3 credits)

- GBIO 7102 Directed Studies in Biosciences and Technology (3 credits)
- GBIO 7104 Analysis of Biological Data (3 credits)

Other Bioscience and Policy Curriculum courses that might be of interest

- MULTI 7219 Summer Institute - Infectious Diseases Policy (3 credits)
- ENV/GBIO 4614/7614 Critical Environmental Issues (3 credits)

## COURSE DESCRIPTIONS

### A. CORE BIOSCIENCES

#### **GBIO-7100(3) DIRECTED STUDIES IN LIFE SCIENCES**

This course is designed to allow students to undertake a project in an area of their interest. The project may take the form of a literature review, it may be experimental in nature, or it may involve analysis of existing data. Evaluation is based upon, but not limited to, writing a report summarizing the student's findings. The supervisor and student must submit a proposed plan of study which must be approved by the Bioscience Graduate Program Chair prior to commencement of the course. A student may receive credit for this course only once.

**PREREQUISITE:** Consent of the Bioscience Graduate Program Chair.

**GBIO-7101(3) SEMINARS IN BIOLOGY** This course consists of seminars presented by students on their thesis research topic. Attendance by students is mandatory during the two years of their studies. Students in their first year are expected to present at least, but not exclusively, the appropriate background to their topic of research, the rationale and objectives to their study and some aspects of the methodology. Students in their second year are expected to add to their presentation results and conclusion, and provide an idea of likely future direction. Students are also expected to summarize and critique a specific number of outside seminars presented by faculty from other universities.

**GBIO-7111 THESIS COURSE** To participate in the Master of Science in Bioscience program students must register for this course in each year of their program. Registration in this course indicates students are undertaking a thesis project in an area of biosciences under the supervision and guidance of a Faculty member. The thesis project must include actual research, experimental and/or theoretical, that is beyond a literature review or analysis of existing data. Permission to enroll is dependent on the availability of an Instructor in the student's field of interest and approval of the Biology Department Graduate Coordinator for the MSc Bioscience program and the Faculty of Graduate Studies at the University of Winnipeg. Registration in this course is mandatory during the student's residency in the program.

**GBIO-7201(3) MOLECULAR BIOTECHNOLOGY** This course equips Graduate students with theoretical and hands-on experience. Topics include, but are not limited to, techniques used for DNA, RNA and protein isolation, gel electrophoresis, molecular markers and DNA fingerprinting, Southern and Northern hybridization, the polymerase chain reaction (PCR), and DNA sequencing. The application of these techniques in diagnostics (e.g., DNA fingerprinting, pathogen typing, species identification) is emphasized.

**PREREQUISITES:** Consent of the Bioscience Graduate Program Chair.

**GBIO-7304(3) CURRENT TOPICS IN GENETICS & GENOMICS** The field of Genetics has experienced fast changes during the last years. Advances in molecular techniques and computer sciences makes it feasible to address old questions and raise new ones. A consequence

of this advancement is the birth of Genomics and the evolution of the field into structural, functional and comparative genomics. This course is a combination of readings, oral presentations and discussions that examine current topics in the field of genetics and genomics. A major aspect of the course will be student participation through presentations and discussion of the current literature.

**PREREQUISITES:** BIOL-2301; BIOL-3303 or equivalent. Consent of the Bioscience Graduate Program Chair.

**GBIO-7402(3) CURRENT TOPICS IN ECOLOGY** This course involves students in the current topics in ecology. The instructor presents a range of potential topics from which students can select those of interest. Students may also offer their own topics for presentation. Students will present seminars to the class on chosen topics, and their evaluation will be based upon class participation, and will involve peer assessment. This course is also open to 4<sup>th</sup> year Biology Honours students. Additional in-depth work is required to receive credit at the 7000 level.

**PREREQUISITES:** Consent of the Bioscience Graduate Program Chair.

#### **GBIO-7102 (3) DIRECTED STUDIES IN BIOSCIENCE AND TECHNOLOGY**

This course allows students to learn more about critical technologies that relate to their research project in the Masters of Biosciences program. Under the guidance of their faculty supervisor, students will either participate in a specialized course of study in technologies important to the better understanding of their field of research or can develop a technology based project in conjunction with a faculty member. The supervisor and student must submit a proposed plan of study which must be approved by the Bioscience Graduate Program Chair prior to commencement of the course.

**PREREQUISITES:** Consent of the Bioscience Graduate Program Chair.

**GBIO-7103 (3) BIOSCIENCE AND POLICY** This course focuses on the relationship between government, industry and the academic sciences and the processes that shape science policy. Students gain a better understanding of the role of science policy in government and industry and where policy issues "fit" with respect to legislation and regulations, management planning and implementation, procedures and guidelines. Students analyze current science policy issues by discussing real world case studies e.g. medical, environmental, natural resource management, ethical etc. as they affect both basic and applied fields of bioscience research. Students acquire skills required for interacting effectively with policy makers and understand how scientists participate in the formulation of science policy.

**PREREQUISITES:** Consent of the Bioscience Graduate Program Chair.

**ENV/GBIO-4614/7614(3) CRITICAL ENVIRONMENTAL ISSUES** This course examines current issues of controversy and public concern in environmental studies and environmental science. The content varies from year to year and students should consult the Environmental Studies

department for a more detailed description of topic areas in terms in which the course is offered.

**PREREQUISITES:** Consent of the Bioscience Graduate Program Chair.

**GBIO-7104(3) ANALYSIS OF BIOLOGICAL DATA** This course provides a foundation for Bioscience graduate students in experimental design and methods to analyze their data sets using statistics and experimental design. The course covers practical tools needed to organize and summarize data generated by students in their Master's thesis research. Course content will consist of statistical distributions, model fitting, randomization tests, non-parametric statistics, and multivariate analysis. Students will be taught how to program and execute advanced statistical analysis in the open source statistical software program "R" using example data sets and their own research data.

## EXPERIMENTAL COURSE

### **GBIO-7202 Geographic Information Analysis (G.I.A.)**

(This course deals with advanced theory and applications within Geographic Information Analysis (G.I.A.) with a specific focus on spatial statistics and spatial analysis. Laboratory instruction provides the students with enhanced skills through exposure to the higher-level functions of industry standard GIS software.

**Prerequisites:** PERMISSION OF THE INSTRUCTOR or an introductory GIS class where you learned spatial data manipulation (e.g., visualizing, geometric operations, errors). Visualizing includes making good cartographic maps. Geometric operations include simple operations such as calculating the total length of roads in a city or intersecting operations such as where is the closest water body to an ash stand. Errors include geocoding error (e.g., not having correct projection systems) and algorithm errors (e.g., calculating errors).

# MASTER OF ARTS CRIMINAL JUSTICE (CJ)

Updated April 30, 2018

**Criminal Justice Graduate Program Chair: Professor Michael Weinrath** Professor: S. Kohm; Associate Professors: M. Bertrand, K. Walby; Assistant Professors: B. Dobchuk-Land, K. Maier; M. D. Spencer; Instructors: K. Gorkoff, J. Lothian Murray, J. Franklin.

## INTRODUCTION

Criminal Justice is an interdisciplinary field that examines police, courts, corrections, victims and youth justice. Criminal Justice at the University of Winnipeg focuses on multiple aspects of the justice system, exploring social responses to crime and policies designed to ameliorate its effects. Increasingly, modern and progressive police forces, legal agencies, and correctional organizations are recruiting individuals with education in related areas such as criminal justice, and with good reason. Organizations are relying more and more on research-based decision-making and policy development. Executives, managers and policy unit workers with such knowledge and skills are becoming increasingly important.

Our 24 month program provides opportunities for advanced training in theory, methods and research, as well as options to learn in research field placements related to potential future domains of employment such as policing, corrections, social services and policy development. The program may be completed part time or full time and students may pursue a course and project-based or course and thesis-based program of study. Because of its flexibility and options for practical and applied studies, the Master of Arts in Criminal Justice will appeal to both in-service professionals as well as traditional students pursuing advanced studies in the social sciences.

### Objectives

Students will gain

- a) a strong understanding of contemporary criminal justice theories;
- b) a strong grasp of research methodology, study design and application;
- c) knowledge of critical and historical perspectives on the criminal justice system, its agents and its strengths and limitations in assisting the socially disadvantaged;

**Admission (Deadline February 1, Canadian Students, December 15<sup>th</sup>, International)**

### How to Apply:

1. Complete the on-line application form available at <https://oa.uwinnipeg.ca/OnlineAdmissions> ‘
2. Provide official/notarized transcripts of academic work completed to date, sent directly from the issuing institution. If the transcript does not show that a completed degree has been conferred, an official/notarized copy of your diploma or a letter indicating the expected date of graduation is also required.
3. Supply two confidential letters of recommendation from individuals most familiar with your academic work and relevant experience. Letters should be signed and sealed if they are submitted by the student as part of an application package.
4. Attach a statement of interest of 500 words, which includes a brief description of your undergraduate training, your reasons for applying to this program and to the specialization you've selected, and your areas of research interest.
5. If applicable, attach an academic résumé. Pertinent listings include scholarships, awards, grants, and other distinctions; conference papers, other presentations, and publications; and volunteer and community service.
6. Include a writing sample, preferably an essay, written in English, from a recent course with the instructor's comments visible on the essay. The committee will also consider supplementary materials.
7. Applicants for whom English is an additional language should include an official copy of TOEFL or IELTS scores.

**Application Deadline:**

Application packages will be on hold until ALL required documents are received. The application deadline is **February 1** for Canadian applicants and **December 15** for international applicants. Applications received after the official deadlines may be considered for admission, but financial assistance cannot be guaranteed for late applicants. The normal date to begin the program is September. Applications with references received by February 1st, qualify for funding. Information on awards and how to apply is outlined at: <http://www.uwinnipeg.ca/graduate-studies/scholarships-and-awards/internal-awards.html>.

**English requirement for applicants for whom English is an additional language:**

A minimum TOEFL score of 600 (paper-based), 250 (computer-based), or 100 (internet-based), with a score of at least 22 on the writing and speaking component; or an IELTS score of 7.5. Please note that the TOEFL requirement is higher for the MA in Criminal Justice than the general requirement for Graduate Studies at the University of Winnipeg.

The test should have been taken within a year of the date on which a completed application is filed.

**ADMISSION REQUIREMENTS**

To qualify for admission to the Master of Arts in Criminal Justice, students will preferably hold a recognized Honours degree in Criminal Justice or Criminology with a minimum overall GPA of 3.0 or higher. Students with a four year social science degree, strong backgrounds in theory and methods and a minimum GPA of 3.0 or higher will also be considered.

Students without a strong background in criminology or criminal justice may be asked to take additional courses at the third or fourth year level or complete a qualifying year.

Individuals with five or more years of experience at the line level (police officer, probation officer) in the justice field may be given credit for CJ-3800/6 field placement, although this will only be put towards qualifying year courses. There may be other professional experiences that can be considered.

Further inquiries should be directed towards Graduate Program Chair Dr. Michael Weinrath at [m.weinrath@uwinnipeg.ca](mailto:m.weinrath@uwinnipeg.ca) or 204-786-9100.

**REQUIREMENTS FOR AN M.A. IN CRIMINAL JUSTICE**

**Options**

MA Courses and Thesis  
MA Courses and Project

<b>Length</b>	<b>Expected</b>
Full time	24 months
Part Time	48 months

**Credit Hours 27**

It is the objective of the Criminal Justice Master's degree program to equip graduates to think and write critically, and to conduct empirical or legal research. The Criminal Justice Master's program anticipates students taking one of two streams to accomplish this. In the course based research project stream, students will complete 27 credit hours, with 3 of those credits taken in their last term, when they are completing their research project paper. Including the project course, 15 hours in the MA are required. Twelve hours may be taken from CJ electives, as well as approved courses from the MPA or Indigenous Governance graduate programs. The thesis based option also requires 27 hours; 9 of those credits involve researching and writing the thesis. There are 4 other required courses. Electives total 6 hours and may include selected courses from the MPA or Indigenous Governance graduate programs.

Differences between the two streams pertain to the breadth and scope of the thesis stream. Thesis stream students are required to propose and execute a more original and elaborate research study, and provide a more extensive written manuscript than those in the project stream.

**REQUIREMENTS – COURSE BASED OPTION**

**27 Credits**

**Required (15 hours)**

- GCJ 7101/3 Conceptualizing Criminal Justice*
- GCJ 7117/3 Research Design*
- GCJ 7130/3 Constitutional Issues in Criminal Law*
- GCJ 7140/3 Criminal Justice Policy*
- GCJ 7801/3 Research Project*

### **Electives (12 hours)**

\*GCJ 7105/3 *Youth & the Criminal Justice System*  
\*GCJ 7116/3 *Program & Policy Evaluation*  
\*GCJ 7300/3 *Critical Criminal Justice Theory*  
GCJ 7400/3 *Selected Topics*  
GCJ 7401/3 *Directed Readings*  
GCJ 7800/3 *CJ Research Field Placement*

\*May not be repeated if taken at the 4000 level.

## **REQUIREMENTS – THESIS BASED OPTION**

### **27 Credits**

#### **Required (21 hours)**

GCJ 7101/3 *Conceptualizing Criminal Justice*  
GCJ 7117/3 *Research Design*  
GCJ 7130/3 *Constitutional Issues in Criminal Law*  
GCJ 7140/3 *Criminal Justice Policy*  
GCJ 7900/9 *Thesis*

#### **Electives (6 hours)**

\*GCJ 7105/3 *Youth & the Criminal Justice System*  
\*GCJ 7116/3 *Program & Policy Evaluation*  
\*GCJ 7300/3 *Critical Criminal Justice Theory*  
GCJ 7400/3 *Selected Topics*  
GCJ 7401/3 *Directed Readings*  
GCJ 7800/6 *Criminal Justice Research Field Placement*

\*May not be repeated if taken at the 4000 level.

Select courses from the Master's of Public Administration and Indigenous Governance may also serve as electives.

#### **Indigenous Governance**

GIS-7021(6) *Pathways to Indigenous Wisdom*  
GIS-7022(6) *Indigenous Research Methodologies and Ethics*  
GIS-7024(3) *Biocultural Diversity Conservation: Balancing Scientific and Indigenous Knowledge Practices.*  
GIS-7026(3) *Community Food Security: Indigenous and International Perspectives.*  
GIS-7028(6) *Human and Indigenous Rights in Latin America*

GPOL 7385(3) *Special Topics in Public Administration*

For either the research project or thesis, the faculty supervisor must be a member of the Criminal Justice Department. The supervisor will provide direction to the student on the program of study, direct research and supervise the research project or thesis.

Students are expected to obtain a minimum grade of B (grade point of 3.0) in all courses presented for graduation.

## **COURSE DESCRIPTIONS**

**GCJ-7101 Conceptualizing Criminal Justice (Le 3)** This course provides an overview of the history and theoretical infrastructure of the academic study of criminal justice. Students will be given an overview of the theoretical and philosophical development of the discipline and explore the history of academic studies of crime and justice in North America. The course emphasizes the major theoretical perspectives of criminal justice studies and their application to graduate level study of criminal law and the court process; policing and security; and punishment and corrections.

**GCJ-7105 Youth and The Criminal Justice System (Le 3)** This course provides a critical examination of systemic problems and policy issues in youth justice. The course

evaluates the effectiveness of current criminal justice legal reforms, interventions, treatment programs, and policies aimed at youth. Specific topics include public discourse on youth crime and justice, the social construction of adolescents involved with the youth justice system, the interface of corollary systems of child welfare and mental health, the administration of youth justice systems and a comparative analysis of the policy choices made in developing frameworks for responding to youth justice. **RESTRICTIONS:** Students may not have credit for this course and CJ-4105/3.

**GCJ 7116 (Le3, La1) Program & Policy Evaluation** This course examines methodologies for the formal assessment



of social programs using quantitative and qualitative methods of inquiry including survey, interview, observation and case study techniques. The political and social processes framing evaluation research are also discussed.

**RESTRICTIONS:** Students may not have credit for this course and CJ-4116/3.

**GCJ-7117 Research Design (Le 3)** This course examines the research process, including frameworks for inquiry, phases of conceptualization, choice of indicators, sampling, data collection, and analysis. Students will learn how to plan criminal justice inquiry, formulate a research question, relate the question to existing theory and existing research, and determine appropriate data collection and analysis strategies. This course offers an integrated approach to the problems involved in design of research, analysis of data, as well as research ethics.

**GCJ 7130(3) Constitutional Issues in Criminal Law (Le 3)**

Drawing on the principles of the law of police investigation and surveillance theory, this course examines the latest developments in the Supreme Court of Canada's police powers jurisprudence. Recent cases will include those dealing with Charter guarantees related to rights to silence, counsel, privacy, freedom from unlawful search, detention and arrest and, also, exclusion of evidence will be discussed. The course will also examine the constitutional development of principles of fundamental justice in Canada unique to the criminal law.

**PREREQUISITE OR COREQUISITE** – Must have one of 7116(3) or 7117(3).

**GCJ-7140 Criminal Justice Policy (Le3)** The course will engage students in critical and controversial policy debates such as distributive and procedural justice, use of evidence based practice, police oversight, technology and surveillance in the criminal justice system, regulation of the sex trade, regulation of illicit drugs, problem solving courts, rehabilitation models, use of custody and sex offender notification.

**GCJ 7300(3) Critical Criminal Justice Theory (Le3)** An in-depth examination of original works in social, political, and cultural theory are used to understand and make sense of criminal justice policy and practice. The course focuses on key themes and canonical works across the social sciences and justice studies. Surveys major perspectives in, and

critical responses to, classical and contemporary theories, including post-structuralism, (post-) Marxism, and (post-) feminism. Topics including trends in the social sciences and justice studies; the objective world versus social construction; the nature of justice; agency versus structure; the relation between research and praxis; knowledge and power, may be considered.

**RESTRICTIONS:** Students may not have credit for this course and CJ-4300/3.

**GCJ 7400(3) Selected Topics in Criminal Justice (Le3)**

This course examines specific topics in criminal justice at the graduate level. Students should consult the department regarding potential offerings in a given year.

**GCJ 7401(3) Directed Readings (D3)**

In this course, criminal justice readings and assignments are arranged between an individual student and department faculty member. Topics may not duplicate regular course offerings in criminal justice or other departments. A course outline with assignments, meeting schedule between the instructor and student, written assignments and course weights must be approved in advance. This course is an opportunity to explore a specialized topic in the interdisciplinary context of the field. **RESTRICTIONS:** Course outline must be pre-approved by the Departmental Graduate Committee.

**GCJ 7800(6) CJ Research Field Placement**

This course places students in a criminal justice or human services agency to conduct a research project or projects. Students provide service to the community while gaining the benefit of practitioner experience.

**GCJ 7801(3) Research Project (D3)**

The research project is a piece of original writing based on independent research, submitted in fulfillment of the course based criminal justice stream. The intent of this course is for students to build on skills from courses in their graduate program, choose a criminal justice topic area of interest and complete a research project. Completion of the course requires a written report and an oral presentation.

**GCJ 7900(9) Master's Thesis**

Students choose a research topic in consultation with a Thesis supervisor and write a Thesis paper. The Thesis is evaluated by a Thesis Committee and then presented in an oral defense.

# MASTER OF ARTS CULTURAL STUDIES

Updated Apr 21, 2018

**Graduate Program Committee Chair:** Associate Professor D. Wolf (English); Co-chair, Curatorial Studies: Professor S. Keshavjee (History); Professors: P. Greenhill (Women's and Gender Studies), P. Ives (Political Science), Z. Izydorczyk (English), C. Labrecque (History), K. Malcolm (English), M. Reimer (English), L. Rodriguez (Modern Languages), C. Taylor (Women's and Gender Studies); Associate Professors: A. Balint (French Studies), J. Barter (Religion and Culture), A. Burke (English), B. Christopher (English), J. Clary-Lemon (Rhetoric, Writing, and Communications), B. Cornellier (English), P. DePasquale (English), M. Dyce (Geography), M. Gibbs (Classics), A. Failler (Women's and Gender Studies), J. Hannan (Rhetoric, Writing, and Communications), S. MacKinnon (Urban and Inner-City Studies), P. Melville (English), H. Milne (English), J. Nagam (History), K. Ready (English), C. Rifkind (English), M. Roksandic (Anthropology), H. Snell (English), M. Sweatman (English), C. Tosenberger (English), J. Wills (English), D. Wolf (English); Assistant Professors: J. Arnold (Conflict Resolution Studies), M. Flisfeder (Rhetoric, Writing, and Communications); Instructor: S. Borys.

## INTRODUCTION

Cultural Studies is a field of research that moves across traditional disciplines in the humanities and social sciences to understand culture and the arts as part of social, economic, and political environments. Central to the field of Cultural Studies are the questions of what constitutes a text, how some texts, visual images, and cultural artefacts come to be valued over others, and how questions of value relate to the distribution of power and authority.

The MA in Cultural Studies is a degree with two approved specializations: 1) Texts and Cultures, and 2) Curatorial Practices.

### Application Deadline:

Application packages will be on hold until ALL required documents are received. The application deadline is **January 15** for Canadian applicants and **December 15** for international applicants. Applications received after the official deadlines will be considered for admission, but financial assistance cannot be guaranteed for late applicants. The normal date to begin the program is September. For current information on scholarships, please visit the Department and Graduate Studies websites.

### How to Apply:

1. Complete the on-line application form available at <https://oa2.uwinnipeg.ca/OnlineAdmissions/Account/Login?ReturnUrl=%2fOnlineAdmissions>
2. Provide official/notarized transcripts of academic work completed to date, sent directly from the issuing institution. If the transcript does not show that a completed degree has been conferred, an official/notarized copy of your diploma or a letter indicating the expected date of graduation is also required.
3. Supply two confidential letters of recommendation from individuals most familiar with your academic work and relevant experience. Letters should be signed and sealed if they are submitted by the student as part of an application package.
4. Attach a statement of interest of 500 words, which includes a brief description of your undergraduate training, your reasons for applying to this program and to the specialization you've selected, and your areas of research interest.
5. If applicable, attach an academic résumé. Pertinent listings include scholarships, awards, grants, and other distinctions; conference papers, other presentations, and publications; and volunteer and community service.
6. Include a writing sample, preferably an essay, written in English, from a recent course with the instructor's comments visible on the essay. The committee will also consider supplementary materials.
7. Applicants for whom English is an additional language should include an official copy of TOEFL or IELTS scores.

## TEXTS AND CULTURES

This course-based MA program is intended to give students an excellent grounding in cultural, literary, textual, and visual studies. It is also ideal preparation for students interested in pursuing further graduate work at the PhD level in English and Cultural Studies (among other related fields), as well as for those interested in pursuing careers in secondary-school teaching, publishing, management, marketing, and other careers in communications and cultural industries, where MA degrees are increasingly valued. Information about specific faculty research interests can be found on faculty members' home departmental websites.

## REQUIREMENTS FOR AN M.A. IN CULTURAL STUDIES: TEXTS AND CULTURES

### ADMISSION REQUIREMENT

Applicants should have an Honours or Four-Year BA in English, a joint Honours or Four-Year BA in English and another subject, or an Honours or Four-Year BA in a field that provides the applicant with preparation in cultural, literary, textual, and/or visual studies. (Degrees we will consider include Honours or Four-Year BAs in Anthropology, Art History, History, Politics, Rhetoric and Communication, Sociology, and Women's and Gender Studies.) Other degrees and/or experience also will be considered on a

case-by-case basis. A minimum number of courses in textual studies (the equivalent of 30 credit hours of study at the Honours level or 48 credit hours of study at other postsecondary levels) is required of all students, to be completed either before entry into the program or during a qualifying period.

#### **DEPARTMENTAL ADMISSION REQUIREMENTS**

4-Year Undergraduate degree

#### **Minimum Entry requirement:**

Overall GPA of 3.0

A GPA of 3.5 in the major subject

#### **English requirement for applicants for whom English is an additional language:**

A minimum TOEFL score of 600 (paper-based), 250 (computer-based), or 100 (internet-based), with a score of at least 22 on the writing and speaking component; or an IELTS score of 7.5. Please note that the TOEFL requirement is higher for the MA in Cultural Studies: Texts and Cultures than the general requirement for Graduate Studies at the University of Winnipeg.

The test should have been taken within a year of the date on which a completed application is filed.

## **PROGRAM REQUIREMENTS**

Full-time students may complete this program of study over a twelve-month period. Students also may be enrolled in the program on a part-time basis, normally completing the program requirements in two years. All students take 24 credit hours of course work, including the required course in Research Methods and Practice (3 credit hours).

#### **MINIMUM COURSE AND GRADUATION REQUIREMENTS**

A minimum of 24 credit hours of course work is mandatory. Students should arrange their specific distribution of courses in consultation with the Graduate Program Advisor assigned to them or the Graduate Program Committee Chair.

Students are required to obtain a minimum grade of B (grade point of 3.0) in all courses presented for graduation.

**Expected Time to Graduate:** 12 months

**Maximum Time to Graduate:** 3 years

## **COURSE DESCRIPTIONS**

**GENG-7103(3) Research Methods and Practice** This course aims to equip students with advanced bibliographical and research skills that will support their graduate study. Resources considered include archival, library, web-based, and informational technologies; the course incorporates theoretical and applied methodologies. Each year course material will be integrated with other graduate courses being offered.

**GENG-7112(3) and GENG-7113(6) Topics in Cultural Theory** These courses focus on such questions as: What constitutes a text? How do some texts come to be valued over others? How do questions of value relate to the distribution of power and authority? How do social differences such as race, ethnicity, class, and gender shape and unsettle cultural production and consumption over time? How may "cultural theory" and "critical theory" be situated in relation to one another?

**GENG-7160(3) and GENG-7161(6) Topics in Cultures of Childhood** These courses focus on such questions as: How has the subject category of "the child," different in different times and places, been used to secure definitions of class, nation, history, and the modern individual? How do digital, filmic, and television texts, texts of material culture such as toys and video games, and oral texts such as family stories and schoolyard games take up and reframe these debates? How does studying texts designed for young readers allow for theoretical investigations into the manufacture of consent in liberal democratic cultures?

**GENG-7901(3) and GENG-7902 (6) Topics in Genders, Sexualities, and Cultures** These courses focus on such issues as: the relationship between feminist theory, queer theory, and literary and cultural production; the impact of queer theory on historical considerations and contemporary understandings of sex, gender, and sexuality; the continued relevance of feminism and feminist theory to questions of gender and sexuality; and the development and circulation of terms such as "homosexual" and "heterosexual" and concepts such as "masculine" and "feminine," categories

that have a fundamental impact on how we organize and understand cultures, subjectivities, and knowledges.

**GENG-7740(3) and GENG-7741(6) Topics in Local, National, and Global Cultures** These courses focus on such topics as: the implications of globalization for Canadian and Aboriginal texts and identities; the potential for dialogue and collaboration across nations and cultures; the ways in which local histories and contexts engender different relations to the global; and the language of human rights.

**GENG-7811(3) and GENG-7812(6) Topics in Manuscript, Print, and Digital Cultures** These courses will focus on such topics as: historical and contemporary theoretical debates over aesthetics and culture; archiving and public memory; orality and writing; popular cultures and reading publics; copyright and censorship; manual, industrial, and digital publishing; book production, distribution and consumption; and media institutions.

**GENG-7820(3) and GENG-7821(6) Topics in Visual Cultures** These courses focus on visual images, the circumstances of their production, and the variety of cultural and social functions they serve. The study of visual culture includes artefacts from all historical periods and cultures, as well as media such as film, television, and the internet. The discourses around seeing and the cultural construction of the visual are taken into account.

**GENG-7122(3) and GENG-7131(6) Special Studies in Cultural Theories and Practices** These courses encourage students to consult with interested faculty members from English and cognate departments to develop reading courses related to particular areas of cultural theories and practices. Individualized programs for completing the required course work as well as independent study projects are submitted to be approved by the Cultural Studies Graduate Program Committee. Cognate departments include the following, among others: Anthropology; Politics; Sociology; Philosophy; History; Rhetoric, Writing, and Communications.

## CURATORIAL PRACTICES

Specialization Advisor: Serena Keshavjee

This course-based MA is intended to give students an excellent foundation in both the academic and professional aspects of gallery and museum work. The mixture of theoretical and practical courses in the Curatorial Practices specialization, which includes courses from the Texts and Cultures specialization, will introduce students to critical issues in the study of visual cultures. Students study historical and contemporary curatorial principles in a seminar format as well as engaging in a hands-on Practicum course with individual placements in partnered art institutions, such as the Winnipeg Art Gallery, Plug In ICA, and the Buhler Gallery at St Boniface Hospital. Graduates of the Curatorial Practices specialization will be prepared for employment in visual arts institutions as curators, art historians, critical writers, gallery educators; in the field of communications; and in archival and museum institutions. They may also go on to pursue further doctoral studies in Art History. The specialized courses in Curatorial Practices are open to all students in Cultural Studies

## REQUIREMENTS FOR AN M.A. IN CULTURAL STUDIES: CURATORIAL PRACTICES

### ADMISSION REQUIREMENT

Applicants should have an Honours or Four-Year BA in Art History, a joint Honours or Four-Year BA in Art History and another subject, or an Honours or Four-Year BA in a field that provides the applicant with preparation in cultural, literary, textual, and/or visual studies. (Degrees we will consider include Honours or Four-Year BAs in English, Anthropology, History, Fine Arts, Politics, Rhetoric and Communication, Sociology, and Women's and Gender Studies). Other degrees and/or experience also will be considered on a case-by-case basis. A minimum number of courses in visual studies (the equivalent of 30 credit hours of study at the Honours level or 48 credit hours of study at other postsecondary levels) is required of all students, to be completed either before entry into the program or during a qualifying period.

### PROGRAM REQUIREMENTS

Full-time students may complete this program of study over a twelve-month period. Students also may be enrolled in the program on a part-time basis, normally completing the program requirements in two years. All students take 24 credit hours of course work, including the required course in Research Methods (3 credit hours) and the required course in Practicum in Curatorial Practices (6 credit hours).

### MINIMUM COURSE AND GRADUATION REQUIREMENTS

A minimum of 24 credit hours of course work is mandatory. Students should arrange their specific distribution of courses in consultation with the Graduate Program Advisor assigned to them or the Curatorial Practices Advisor.

Students are required to obtain a minimum grade of B (grade point of 3.0) in all courses presented for graduation.

**Expected Time to Graduate:** 12 months

**Maximum Time to Graduate:** 3 years

## COURSE DESCRIPTIONS

### **GHIST-7831(6) Practicum in Curatorial Studies** **GENG-7831(6) Special Studies in Cultural Theories and Practices**

This course combines the theory and practice of curatorial work, public history, and experiential learning for students interested in achieving a university credit by working with a local museum or art gallery. Students are expected to work 6 hours a week in the host institution, as well as to attend classes once a week to gain a theoretical perspective on their work. Partnership opportunities include local galleries and museums.

### **GHIST-7830(6) The History of Museums and Collecting** **GENG-7821(6) Topics in Visual Cultures**

Museums do more than just collect art objects; they display and produce culture. This course examines the collecting practices of Western museums, before and after the Enlightenment, as well as ideologies of collecting. We investigate how museums developed in tandem with the discipline of art history, and how both institutions were dependent on nineteenth and twentieth century ideologies of

nationalism and colonialism. Students study the functioning of artefacts and collections in the construction of cultural and national identities. Collections from the Medieval, Renaissance and Modern periods may be studied, including European and North American museums and galleries.

### **HIST-4801(6)/GHIST-7801(6) Advanced Studies in Art History**

This course addresses interpretations of selected topics in Art History as they have appeared in the literature. Possible topics include Feminism and Art History, Theories and Methods for Art History, or the work of a particular artist, period or movement. Wherever possible, topics are examined through the analysis of materials available in local collections and exhibitions.

**HIST- 4815(6)/GHIST-7801(6) Art History and Exhibition Practice** This course brings students into first-hand contact with selected art objects in order to learn how to design and mount an exhibition. The class examines works in their

social, historical, and artistic contexts, using primary sources and technical resources available locally whenever possible. Students learn the practical aspects of art historical work.

**GENG-7103(3) Research Methods and Practice** This course aims to equip students with advanced bibliographical and research skills that will support their graduate study. Resources considered include archival, library, web-based, and informational technologies; the course incorporates theoretical and applied methodologies. Each year course material will be integrated with other graduate courses being offered.

**GENG-7112(3) and GENG-7113(6) Topics in Cultural Theory** These courses focus on such questions as: What constitutes a text? How do some texts come to be valued over others? How do questions of value relate to the distribution of power and authority? How do social differences such as race, ethnicity, class, and gender shape and unsettle cultural production and consumption over time? How may "cultural theory" and "critical theory" be situated in relation to one another?

**GENG-7160(3) and GENG-7161(6) Topics in Cultures of Childhood** These courses focus on such questions as: How has the subject category of "the child," different in different times and places, been used to secure definitions of class, nation, history, and the modern individual? How do digital, filmic, and television texts, texts of material culture such as toys and video games, and oral texts such as family stories and schoolyard games take up and reframe these debates? How does studying texts designed for young readers allow for theoretical investigations into the manufacture of consent in liberal democratic cultures?

**GENG-7901(3) and GENG-7902 (6) Topics in Genders, Sexualities, and Cultures** These courses focus on such issues as: the relationship between feminist theory, queer theory, and literary and cultural production; the impact of queer theory on historical considerations and contemporary understandings of sex, gender, and sexuality; the continued relevance of feminism and feminist theory to questions of gender and sexuality; and the development and circulation of terms such as "homosexual" and "heterosexual" and concepts such as "masculine" and "feminine," categories that have a fundamental impact on how we organize and understand cultures, subjectivities, and knowledges.

**GENG-7740(3) and GENG-7741(6) Topics in Local, National, and Global Cultures** These courses focus on such topics as: the implications of globalization for Canadian and Aboriginal texts and identities; the potential for dialogue and collaboration across nations and cultures; the ways in which local histories and contexts engender different relations to the global; and the language of human rights.

**GENG-7811(3) and GENG-7812(6) Topics in Manuscript, Print, and Digital Cultures** These courses focus on such topics as: historical and contemporary theoretical debates over aesthetics and culture; archiving and public memory; orality and writing; popular cultures and reading publics; copyright and censorship; manual, industrial, and digital publishing; book production, distribution and consumption; and media institutions.

**GENG-7820(3) and GENG-7821(6) Topics in Visual Cultures** These courses focus on visual images, the circumstances of their production, and the variety of cultural and social functions they serve. The study of visual culture includes artefacts from all historical periods and cultures, as well as media such as film, television, and the internet. The discourses around seeing and the cultural construction of the visual are taken into account.

**GENG-7122(3) and GENG-7131(6) Special Studies in Cultural Theories and Practices** These courses encourage students to consult with interested faculty members from English and cognate departments to develop reading courses related to particular areas of cultural theories and practices. Individualized programs for completing the required course work as well as independent study projects are submitted to be approved by the Cultural Studies Graduate Program Committee. Cognate departments include the following, among others: Anthropology; Politics; Sociology; Philosophy; History; Rhetoric, Writing, and Communications; and Women's and Gender Studies.

# MASTER'S IN DEVELOPMENT PRACTICE (MDP)

May 1, 2018

**Director:** Claire Reid

**Coordinator:** Tamara Dionne Stout

**Career Counselor:** Jennifer Ledoux

## General Contact Information

**Telephone:** 204-258-2998

**Website:** <http://www.uwinnipeg.ca/index/mdp-home>

**Email:** [mdp@uwinnipeg.ca](mailto:mdp@uwinnipeg.ca)

## Program Description

Guided by an understanding of Indigenous principles, experience, knowledge and rights the **University of Winnipeg's Master's in Development Practice: Indigenous Development (MDP)** provides you with the range of skills, knowledge and understanding required to effectively practice sustainable development. Culture, identity and the right to self-determination infuse the comprehensive curriculum that includes the environmental and social sciences and health, economic and management disciplines. The 24-month program is eminently practical and experiential learning is prevalent throughout. With two field placements- one in Canada and one international- students have the opportunity to put their learning into practice, gain important applied experience and establish important connections with organizations engaged in Indigenous development around the world. MDP graduates are trained integrators, sought after by employers in the public, private and not-for-profit sectors.

MDP students join a prestigious global network linked together by the MDP Secretariat at Columbia University in New York City. With MDP programs on six continents, and collaborating organizations ranging from local and regional governmental and non-governmental public and private organizations, to large, multi-national agencies, and with its focus on Indigenous development, UWinnipeg MDP students represent a new generation of sustainable development practitioners.

Students choosing the MDP in Indigenous Development should consider the following points:

1. The 2-Year MDP is designed to serve students with a professional interest in Indigenous development, in Canada and abroad.
2. The program requirements are set in part by the network of MDP programs world-wide with the additional emphasis on Indigenous development unique to the University of Winnipeg program.
3. It is possible to complete the MDP on a part-time basis.

Students complete two field placements of 3 months duration during spring/ summer terms – one in Canada and one outside of Canada.

## TEACHING FACULTY

The MDP is an inter-disciplinary program situated within the Faculty of Graduate Studies. Teaching faculty participate from numerous departments in the faculties of Arts, Sciences and Business and Economics respectively. UWinnipeg teaching faculty include:

Melanie O'Gorman, Department of Economics

Jaime Cidro, Department of Anthropology

Mark Ruml, Department of Religion and Culture

Jacqueline Romanow, Department of Indigenous Studies

Gabriel Nemoga, Department of Indigenous Studies

Darren Courchene, Department of Indigenous Studies

Patricia Fitzpatrick, Department of Geography

Jonathon Franklin, Departments of Criminal Justice and Sociology

## DEGREE PROGRAM

### Program Features

- 54 credit-hours total;
- For-credit, mandatory Program Orientation in a Manitoba Indigenous community;
- 42 credit hours of required core courses;
- 6 credit-hours of electives;
- 6 credit-hours total for two Field Placements: one Canadian placement and one international placement;
- Option to pursue a major research project;
- Cohort model.

**NOTE: Mandatory program orientation begins in August, prior to the start of classes.**

### Required Courses

<b>GDP-7700(1.5)</b>	Orientation to Master's in Development Practice
<b>GDP-7707(3)</b>	Indigenous Economic Development
<b>GDP-7708(3)</b>	Foundations in Sustainable Development Practice (The Global Classroom)
<b>GDP-7709(6)</b>	Indigenous Thought and Worldviews: Sustainable Understandings
<b>GDP-7714(3)</b>	Canadian Field Placement in Development Practice
<b>GDP-7721(3)</b>	Strategic Planning and Project Management
<b>GDP-7722(3)</b>	Indigenous Research Methods
<b>GDP-7750(3)/GEOG-4450</b>	Managing for Environmental Sustainability

<b>GDP-7790(3)</b>	Seminar in Development Practice ( <i>Runs over 2 years</i> )
<b>GDP-7716/GIS-7023(3)</b>	Indigenous Peoples, Globalization and Development
<b>GDP-7704(3)</b>	Health and Sustainable Development
<b>GDP-7715(3)</b>	International Field Placement in Development Practice
<b>GDP- 7717/ GIS-7020(3)</b>	Indigenous Self-Determination and Self-Government
<b>GDP-7723(3)</b>	Quantitative Research Methods
<b>GDP- 7724/ GPOL-7341(3)</b>	Indigenous Approaches to Program Evaluation: Theory and Practice
<b>GDP- 7725(1.5)</b>	Full Circle: Capstone in Indigenous Development

### **ELECTIVES:**

*Option 2: Course work only.* 6 credit-hours of courses chosen from a list of approved MDP electives. Other electives may be approved by the MDP Director.

**OR**

*Option 1: Major Research Project GDP-7793(6)* with faculty supervision. Prior permission is required from the Director of MDP and requires a confirmed faculty supervisor.

## **COURSE DESCRIPTIONS**

**GDP-7700(1.5) ORIENTATION TO MASTER'S IN DEVELOPMENT PRACTICE (S,V)** The mandatory course provides an immersion orientation in an indigenous community for first year MDP students prior to first year course work. Students interact with community members who provide mini-lectures and demonstrations of problems, concerns, and issues of relevance to the indigenous community. Guest lectures provide additional material introducing issues in indigenous development practice locally and globally. The course will be graded on a Pass/Fail basis.

**PREREQUISITES:** Admission to MDP or instructor's permission.

**GDP-7704(3) HEALTH AND SUSTAINABLE DEVELOPMENT (S3)** This course examines the interactive relationship between health and sustainable development to address issues relevant to indigenous and other disadvantaged populations in Manitoba and throughout the world. The course introduces and reviews basic concepts, knowledge, and skills related to public and population health sciences; and uses problem-based learning in an interactive seminar setting to apply the knowledge and skills to real problems in health and sustainable development in a variety of settings.

**PREREQUISITES:** Admission to MDP or instructor's permission.

**GDP-7707(3) INDIGENOUS ECONOMIC DEVELOPMENT (Le3)** This course considers different pathways to economic development for indigenous peoples. In many countries around the world, indigenous groups are excluded from the benefits of modern market-based economies. This course considers how public policy might foster economic development among indigenous groups, either through more complete integration into market economies, as workers and entrepreneurs, or through alternative models that emphasize economic self-determination and self-governance through community economic development. Students will be introduced to microeconomic theory as a means of understanding the strengths and limitations of market economies. A number of case studies will be used to illustrate best practices for development.

**PREREQUISITES:** Admittance into MDP program OR instructor's permission.

**GDP-7708(3) GLOBAL CLASSROOM: INTEGRATED APPROACHES TO SUSTAINABLE DEVELOPMENT PRACTICE (Le1,S2)** This course provides students with the basic core competencies and practical skills required of a "generalist" or "integrative" development practitioner and serves as the foundation course for the Master's in Development Practice curriculum. The course is offered concurrently at several universities around the world, and each week students have the opportunity to learn from

expert practitioners and engage in discussion with each other. Course topics are grounded in a practical, multi-disciplinary approach that focuses on the inter-relationship of each of the following core fields of study: Health Sciences, Natural Sciences, Social Sciences and Management.

**PREREQUISITES:** Admittance into MDP program OR instructor's permission.

### **GDP-7709(6) INDIGENOUS THOUGHT AND WORLDVIEWS: SUSTAINABLE UNDERSTANDINGS (S3)**

This course brings the student into ceremonies, discussions, research, and conceptualizations exercises which enable them to begin understanding indigenous thought and worldviews, particularly of the Anishinaabe and the Dakota. The course provides tools and opportunities for students to free themselves from ethnocentric thinking while being educated in the nodal thinking of the Anishinaabe people. The course is experiential and follows the teachings of the annual round of seasonal activities. The course helps the student gain insights into the core concepts of sustainable development, global sustainability, earth stewardship, and self-determination through indigenous perspectives.

**PREREQUISITES:** Admittance into MDP program OR instructor's permission.

### **GDP-7714(3) CANADIAN FIELD PLACEMENT IN DEVELOPMENT PRACTICE (P)**

The field placement allows students to ground their academic learning with experiential learning within the auspices of an organization or community. The field placement involves voluntary work, exposure to new cultural, social and/or economic situations and hands-on experience in the area of indigenous development. Students, in consultation with the MDP Director and Program Coordinator, select a Canadian field placement site and complete the equivalent of eight to ten weeks at the field placement. This is usually completed during the summer months. The students produce a field placement portfolio that includes a journal and a report.

**PREREQUISITES:** Admission to MDP or instructor's permission.

### **GDP-7715(3) INTERNATIONAL FIELD PLACEMENT IN DEVELOPMENT PRACTICE**

The field placement allows students to ground their academic learning within the auspices of an organization or community. The field placement involves voluntary work and provides hands-on experience in the area of Indigenous development. Students, in consultation with the MDP Director, select an International field placement site and complete the equivalent of ten to twelve weeks of work, usually during the summer months. Students produce a field placement portfolio, including a report and public presentation. Required components include the Field Placement Student Preparation Sessions and the De-Brief sessions organized by the MDP.

**PREREQUISITES:** Admission to MDP.

**GDP-7716(3) INDIGENOUS PEOPLES, GLOBALIZATION AND DEVELOPMENT (Le3)** Indigenous peoples today are enmeshed in the expanding modern economy, subject to the pressures of both market and government. More and more indigenous communities are rejecting the traditional capitalist vision of development as human and environmental exploitation and focusing on new types of local development projects. This course analyzes some of the conflicts associated with traditional development projects in indigenous communities Taking indigenous peoples as actors, not victims, as its starting point, the class will then examine innovations in indigenous economic development that are culturally respectful, environmentally responsible and build a new sense of community.

**PREREQUISITES:** Admittance into MA or MDP programs OR instructor's permission.

**GDP-7717(3) INDIGENOUS SELF-DETERMINATION AND SELF-GOVERNMENT** This course brings to the academy a pivotal concept for the present and future of Indigenous peoples. How Indigenous peoples face and deal with colonization, imperialism, and globalization will depend upon the critical understanding and realizations of self-determination. The legal, political, social, and cultural connotations around self-determination for Indigenous peoples are considered. The course is focused not only on theoretical considerations but is designed to bring issues of self-determination into the collective and individuals lives of those who identify themselves with the concerns of Indigenous peoples.

**PREREQUISITES:** Admittance into MAIG or MDP programs OR instructor's permission.

**GDP-7721(3) STRATEGIC PLANNING AND PROJECT MANAGEMENT** This course examines theories and methods of strategic planning and project management in community development, with a particular focus on Indigenous peoples and Indigenous planning methods. The course highlights methods that are participatory, community-based and relevant for and applicable to domestic and international Indigenous communities. The course examines the stages of the project cycle: problem identification, analysis, program design and implementation. Students acquire skills necessary for conceptualizing and implementing international or domestic projects undertaken by nongovernmental organizations: needs assessment, goal and purpose identification, formulation of logframe, workplan and budget, and preparation of a funding proposal.

**PREREQUISITES:** Admittance into MDP program OR instructor's permission.

**GDP-7722(3) INDIGENOUS RESEARCH METHODS (Le3)** This course provides a review of the movement towards the decolonization of the Western model of research and the revitalization of indigenous research frameworks and methodologies. The course also offers analysis of Western research methods and both their histories in colonial practices as well as their potential usefulness in indigenous community-based development research and applications. The unique issues and principles involving ethical research in Indigenous communities are explored. The course also includes an overview of indigenous control of their own research and ethical review processes related to development issues, programs, and implementation.

**PREREQUISITES:** Admittance into MDP program OR instructor's permission.

**GDP- 7723(3) QUANTITATIVE RESEARCH METHODS** This course focuses on particular aspects of indigenous development. This course is an advanced study of the techniques and methodology of quantitative research. This

course will explore important methodological questions and provide an opportunity for students to gain firsthand experience of quantitative analysis using a variety of sophisticated techniques such as correlation and regression analysis, hypothesis testing, and ANOVA. The course is divided into three sections: descriptive statistics, hypothesis testing/inferential statistics, and data modelling. Students will be expected to demonstrate their understanding of the concepts learned theoretically and apply the statistical techniques to practical problems in the literature.

**PREREQUISITES:** Admission to MDP or instructor's permission

**GDP-7724/ GPOL-7341(3) INDIGENOUS APPROACHES TO PROGRAM EVALUATION** In this experiential learning course, students are introduced to the purpose and practice of Indigenous evaluation, as well as some of the analytical tools used by evaluators, both Indigenous and mainstream. An Indigenous approach to evaluation is a strengths-based exercise. It is committed to respecting the community's values and traditional ways of knowing. Students will be given practical experiences in preparing data collection instruments, gathering data from program participants and other stakeholders, and interpreting the data. The course will also explore how an Indigenous approach to evaluation can be merged with the objectives of mainstream funders and other external stakeholders.

**PREREQUISITES:** Admission to MDP or instructor's permission.

**GDP-7725(1.5) FULL CIRCLE: CAPSTONE IN INDIGENOUS DEVELOPMENT** This course provides a synthesis opportunity for students to consider the nature of the discipline of Indigenous development and its relationship to dominant development discourse and practice. Students reflect back upon their two field placements and the relationship between theory and practice. Using key tools, resources and frameworks gained throughout the program, students are required to address a real development challenge faced by a local organization in a major applied project.

**PREREQUISITES:** Admission to MDP.

**GEOG/GDP-7750(3) MANAGING FOR ENVIRONMENTAL SUSTAINABILITY (S3)** This course considers geographic and environmental approaches to sustainable staples-based development, particularly as they apply to water, energy, and mining. Discussion begins by outlining change, complexity, uncertainty and conflicts associated with primary and derived resources, including those contributing to climate change. Important technological innovations and policy developments designed to address these challenges are contemplated. The roles and contributions of indigenous knowledge are discussed within the context of corporate social responsibility policies, public-private initiatives, community-based resource management, adaptive management, and social learning through public participation.

**PREREQUISITES:** Admittance into MDP program OR instructor's permission.

**GDP-7790(3) SEMINAR IN DEVELOPMENT PRACTICE** This course enables students to interact with key leaders (scholars and practitioners) in the field of development practice. The emphasis is on enabling the entire MDP cohort of students to meet, as the opportunity presents itself, with leaders in development, and in particular, indigenous development. The goal is to expose students, in an integrated learning environment, to conceptual and practical issues and innovative development practices as presented by a variety of speakers who present to and lead discussions with MDP students.

**PREREQUISITES:** Admission to MDP.



## ELECTIVES

**In consultation with the Program Director, MDP students may choose as their course electives from graduate level courses offered in other departments.**

**MDP-specific electives include:**

**GDP-7793(6) MAJOR RESEARCH PAPER** The Major Research Paper [MRP] is a piece of original writing based on independent research, submitted in fulfillment of the MDP MRP stream. It is of roughly 35-40 pages in length on a topic decided upon by the student in consultation with their supervisor. The final paper is read by a two readers, including the supervisor.

**PREREQUISITES:** Admission to MDP.

**GDP-7702(3) HUMAN SECURITY AND INDIGENOUS KNOWLEDGE (S3)** This course seeks to bring together two frameworks, human security and traditional indigenous knowledge and cultures, to examine the practice of development. Students study the UN Declaration on the Rights of Indigenous peoples; investigate basic concepts of human security; and explore specific case studies and issues. Examples of topics include: human rights, Indigenous peoples and extractive industries, urban sustainable development, Arctic development, and the legal empowerment of the poor.

**PREREQUISITES:** Admission to MDP or instructor's permission.

**GDP-7703(3) INDIGENOUS EDUCATION IN AN ERA OF GLOBALIZATION (S3)** This course examines various Indigenous learning systems and their adaptations within a global world. As societies become more integrated through globalization, traditional Indigenous learning systems are being challenged as to their viability. In response, Indigenous peoples are adapting their learning systems to meet the challenges that are occurring to the social fabric of their cultures. More generally, this course brings Indigenous perspectives on education to the analysis of globalization.

**PREREQUISITES:** Admission to MDP or instructor's permission.

**GDP-7713(3) BUSINESS PLANNING IN INDIGENOUS AND MARGINALIZED COMMUNITIES (S3)** This course considers entrepreneurship and the distinctive financing, marketing, and management challenges of starting and operating a small business or social enterprise in indigenous and resource-poor settings. Students complete a business plan during the course for a real-world indigenous organization or entrepreneurial setting, and learn what information and research is required for effective business planning. Students are exposed to variations that are

necessary for different types of organizations, including charity, non-profit, social enterprise and entrepreneurial ventures. Requirements include marketing, strategic and feasibility planning within the business plan as well as the creation of financial projections.

**PREREQUISITES:** Admission to MDP or instructor's permission.

**GDP-7706(3) LEADERSHIP AND HUMAN RESOURCE MANAGEMENT (S3)** This course addresses leadership and human resource management alongside key concepts of financial management, including elaboration of budgets, grant proposals, and corresponding activity plans. Students explore concepts of commodities management, integrating lessons from real-world challenges of production management, procurement, and distribution of required resources (for example, medical supplies); develop leadership skills for human resource management, including the ability to mentor and inspire co-workers and subordinates; and gain knowledge of relevant human resource policies and procedures. Students explore procurement and logistical processes in resource-poor settings around the world and in Indigenous contexts, and the practice of effective leadership in these settings.

**PREREQUISITES:** Admission to MDP or instructor's permission.

**GDP-7791(3) SPECIAL TOPICS IN INDIGENOUS DEVELOPMENT:** This course focuses on particular aspects of indigenous development. The selected topic is discussed in seminar format. Potential topics include indigenous development and extractive industries; gender and indigenous development; indigeniety as a development approach; relationships between treaty rights and indigenous development; or the relationships between indigenous development and indigenous governance. The course is focused not only on theoretical considerations but is designed to emphasize development practice related to Indigenous and other marginalized populations. The course may be repeated for credit when the topic varies.

**GDP-7792(3) DIRECTED READINGS IN DEVELOPMENT PRACTICE** In this course, readings and assignments in the area of indigenous development practice are arranged between an individual student and the instructor. Topics may not duplicate regular course offerings in the MDP or other departments. This course is an opportunity to explore a specialized topic in the interdisciplinary context of the field. This course may be repeated for credit when the topic varies.

**NOTE:** MDP electives (GDP course numbers) are not all offered annually. For more details please contact the Program Director.

## **ADMISSION REQUIREMENTS**

Admission is open to university graduates holding a relevant, recognized 4-Year General or Honours Bachelor degree with a cumulative grade point average of 3.0 or better in the last 60 credit hours of coursework. Students holding a 3-year undergraduate degree may be admitted to the Master's program upon successful completion of a University of Winnipeg designed pre-Master's program which consists of a set of upper-level undergraduate courses. It is considered an asset to have a second language.

A relevant degree may include but is not restricted to the following: Aboriginal/Indigenous/Native Governance or Studies, Business or Public Administration, Conflict/Dispute Resolution, International/Development Studies, Economics, Gender/Women's Studies, History, Law, Philosophy, Politics, Religious Studies, Sociology, Geography, Medicine, and Agriculture.

In addition to meeting the criteria for entrance to Graduate School, student admission is based upon:

- experience and/or research achievement in the broad field of development practice,
- some familiarity with Indigenous cultures and understanding of issues relating to indigenous development,
- applied research design and project planning and management, and
- some familiarity with policy design and implementation.

## HOW TO APPLY

1. Complete the **application form** found online at: <http://www.uwinnipeg.ca/index/mdp-application>.
2. Submit one **official transcript** of academic work completed to date, sent directly from each issuing institution.
3. Submit two **letters of recommendation** from individuals familiar with your academic work.
4. **Narrative Statement:** In 500 words or less, concisely state the rationale for your interest in this program, with specific mention to your interest in Indigenous development. Include other information which you have not yet included in the application. Examples might include exceptional commitment to a particular development interest, relevant employment history, strong extra-curricular activities, demonstrated ability to overcome adversity, or social, political or charitable interests. A curriculum vitae or resumé may be included.
5. **Writing Sample:** Students must submit a writing sample, properly referenced and a maximum 6400 words.
6. **English language requirement** (where applicable, please see, 'English Exempt Countries': <http://www.uwinnipeg.ca/index/intl-english-exempt-countries>) The test should have been taken within the preceding year of the date the completed application is submitted.

**Annual deadline for applications: February 1<sup>st</sup>.** Applications may be accepted after the deadline; please contact the Coordinator at [mdp@uwinnipeg.ca](mailto:mdp@uwinnipeg.ca).

### Completed application forms should be submitted to:

Graduate Studies Admissions Office  
Graduate Studies Enrolment and Budget Officer  
University of Winnipeg  
1BC10A-515 Portage Avenue  
Winnipeg, Manitoba R3B 2E9 Canada  
Telephone: 204.786.9309  
Fax: 204.774.4134  
Email: [d.habtemariam@uwinnipeg.ca](mailto:d.habtemariam@uwinnipeg.ca)

### For more information, contact MDP directly:

MDP Program Coordinator  
Telephone: 204.258.2998  
Email: [mdp@uwinnipeg.ca](mailto:mdp@uwinnipeg.ca)

# MASTER OF ARTS ENVIRONMENTAL, RESOURCE AND DEVELOPMENT ECONOMICS (ECON)

Updated April 24, 2018

**Graduate Program Committee Chair:** M. O'Gorman **Professors:** S. Baksi, P. Cyrenne, X-Y. Dong, H. Grant, M. Pandey  
**Associate Professors:** W. Cai, S. Dodds, M. O'Gorman, A. Ray Chaudhuri, J. Townsend; **Assistant Professors:** D. Ng,  
L. Clair, Z. Li

## DEGREES/PROGRAMS OFFERED M.A.

The Master of Arts in Environmental, Resource and Development Economics (ERDE) provides an opportunity for students to acquire competency in economic analysis, and to apply this knowledge to problems affecting low-income communities, resource use and the environment. Contemporary social and environmental concerns have focused attention on the sustainability of economic growth strategies pursued by different countries. The ERDE program investigates these issues with the use of modern analytical tools, and develops students' expertise in environmental, resource, and development economics.

Graduates of the ERDE program will study advanced microeconomics and macroeconomics, and will learn rigorous quantitative methods of analysis. Students also have the option of completing a research project as part of their degree program, and can introduce an interdisciplinary aspect into their studies by taking complementary elective courses from elsewhere in the University.

Further information on the ERDE program may be found at [www.uwinnipeg.ca/erde](http://www.uwinnipeg.ca/erde)

## REQUIREMENTS FOR THE M.A. IN ENVIRONMENTAL, RESOURCE AND DEVELOPMENT ECONOMICS

### ADMISSION REQUIREMENT

Students must hold, or reasonably expect to hold by the time of entry into the program, an Honours Bachelor's degree. The minimum acceptable CGPA (Cumulative Grade Point Average) is 3.0 out of a possible 4.0, equivalent to "B" on a letter grade scale. The Department of Economics will assess degrees earned outside Canada to determine their equivalency.

An Honours B.A. in Economics with a strong quantitative background is the normal prerequisite for admission to the M.A. program. Applicants with high standing in another undergraduate discipline may also be eligible for admission, provided that they have adequate preparation in Economics. Applicants without sufficient background in Economics may be admitted to a Qualifying Year of the program.

The Graduate Record Examination (General Test) is recommended for students who do not have an undergraduate or graduate degree from a Canadian university.

Information on the University of Winnipeg's English Language Proficiency requirements can be found here:  
<http://www.uwinnipeg.ca/future-student/international/lang-req.html>

### APPLICATION DEADLINE AND PROCEDURE

The deadline for applications is February 1st. The online application may be found at:  
<https://oa.uwinnipeg.ca/OnlineAdmissions/Account/Login?ReturnUrl=%2fOnlineAdmissions%2f>

Completed application forms should be submitted to:

Graduate Studies Admissions Office  
Graduate Studies Enrolment and Budget Officer  
The University of Winnipeg  
1BC10A-515 Portage Avenue  
Winnipeg, Manitoba R3B 2E9  
phone: 204.786.9309  
fax: 204.774.4134  
email: [d.habtemariam@uwinnipeg.ca](mailto:d.habtemariam@uwinnipeg.ca)

### PROGRAM REQUIREMENTS

Students must complete a total of 24 credit hours to graduate from the program. All students must complete the 6 Core courses listed below (for 18 credit hours total). There are three possible options for their remaining 6 credit hours:

- Option 1: Course Work and Research Project - Students complete a 6 credit hour research project over the Winter and Spring/Summer semesters, under the supervision of an Economics faculty member.
- Option 2: Course Work and Practicum – A 6 credit hour practicum allows students with the opportunity to turn their theoretical knowledge of environmental, resource and development economics into practical skills by working with a Canadian government agency or non-governmental organization.

- Option 3: Course Work Only – Students complete 6 credit hours of elective courses either from the Economics department (listed below), or from other departments across the university. The list of eligible electives from other departments may be found at: <http://www.uwinnipeg.ca/economics/graduate/electives.html>

Upon entry into the program, students will meet with the Graduate Chair who will guide them in choosing their course of study. Questions regarding program requirements may be sent to: [econgrad@uwinnipeg.ca](mailto:econgrad@uwinnipeg.ca)

**SECOND LANGUAGE REQUIREMENT:** None

EXPECTED TIME TO GRADUATE: 1 year

MAXIMUM TIME REQUIRED TO GRADUATE: 5 years

## Economics Department Courses

### Core courses:

- **GECON-7102/3** MICROECONOMICS
- **GECON-7103/3** MACROECONOMICS
- **GECON-7201/3** APPLIED ECONOMETRICS
- **GECON-7305/3** DEVELOPMENT ECONOMICS
- **GECON-7311/3** NATURAL RESOURCE ECONOMICS
- **GECON-7317/3** ENVIRONMENTAL ECONOMICS

### Electives:

- **GECON-7001/3** SPECIAL STUDIES IN ENVIRONMENTAL, RESOURCE AND DEVELOPMENT ECONOMICS
- **GECON-7203/3** TOPICS IN MATHEMATICAL ECONOMICS
- **GECON-7303/3** TOPICS IN APPLIED ECONOMICS
- **GECON-7307/3** TOPICS IN MACROECONOMICS
- **GECON-7310/3** TOPICS IN INTERNATIONAL ECONOMICS
- **GECON-7311/3** TOPICS IN THE HISTORY OF ECONOMIC THOUGHT
- **GECON-7313/3** TOPICS IN INDUSTRIAL ORGANIZATION AND COMPETITION POLICY
- **GECON-7314/3** TOPICS IN PUBLIC ECONOMICS
- **GECON-7316/3** TOPICS IN REGULATION AND PUBLIC ENTERPRISES

### Research Project

- **GECON-7000/6** RESEARCH PROJECT

### Practicum

- **GECON-7002/6** ERDE PRACTICUM

## COURSE DESCRIPTIONS

### Core courses

**GECON-7102(3) MICROECONOMICS (Le3)** This course provides an introduction to microeconomic Theory at the advanced level. We consider consumer choice theory with certainty and under uncertainty, producer theory, and general equilibrium theory in the first part of the course. The second part of the course is dedicated to modern microeconomics of strategic interactions, game theory and information. We consider static and dynamic games, Bayesian games, oligopoly, and markets with information asymmetry. **PREREQUISITES:** Students must be enrolled in the ERDE program or obtain consent from the Instructor.

**GECON-7103/3 MACROECONOMICS (Le3)** This course discusses growth theories, stressing their empirical implications and the relation of theory to data and evidence. The growth theories covered include neoclassical theories, Solow-Swan model and the Ramsey-Cass-Koopmans model, as well as endogenous growth theories. In addition, the essentials of growth accounting and empirical analysis using cross-country datasets, with a particular emphasis on convergence, are discussed. **PREREQUISITES:** Students must be enrolled in the ERDE program or obtain consent from the Instructor.

**GECON-7201(3) APPLIED ECONOMETRICS (Le3)** This course covers methods of estimation and inference for single and simultaneous equations models, with an emphasis on the classical linear model.

It also examines violations of the classical model that are commonly found in economic data, and develops procedures for estimation under these conditions. **PREREQUISITES:** Students must be enrolled in the ERDE program or obtain consent from the Instructor.

**GECON-7305(3) DEVELOPMENT ECONOMICS (Le3)** This course provides an overview of the current literature on the economic growth and development of developing countries. Topics covered include economic growth, inequality, the role of geography, history, and institutions for sustainable growth, the internal structure of households, human capital, and the functioning of factor markets. The objective of the course is to introduce students to some of the most active new areas of research on economic development and to apply the analytical and empirical tools for studying some of the most pressing issues faced by developing countries. **PREREQUISITES:** Students must be enrolled in the ERDE program or obtain consent from the Instructor.

**GECON-7311(3) NATURAL RESOURCE ECONOMICS (Le3)** This course reviews the normative foundations of natural resource economics, addressing concepts such as efficiency, intergenerational equity and sustainability. Renewable and non-renewable resources such as forestry, fisheries, renewable energy, and fossil fuels are considered. The course further examines (i) the role of natural resources in

economic development, and (ii) natural resource management under various market structures, regulatory regimes, and the existence of non-consumptive values.  
PREREQUISITES: Students must be enrolled in the ERDE program or obtain consent from the Instructor.

**GECON-7317(3) ENVIRONMENTAL ECONOMICS (Le3)** This course examines the interaction amongst economic activities/policies, environmental damage and social welfare. The course pursues an analytical approach to understanding the theoretical foundations for environmental economics – externalities, public goods and the regulation of polluting activities. It examines environmental policy in the context of complexities arising due to imperfect competition, international trade, regulatory enforcement, and uncertainty. Specific attention is paid to environmental problems in developing countries, and to current international environmental issues such as climate change.

PREREQUISITES: Students must be enrolled in the ERDE program or obtain consent from the Instructor.

Electives:

**GECON-7001(3) SPECIAL STUDIES IN ENVIRONMENTAL, RESOURCE AND DEVELOPMENT ECONOMICS (V)** This course provides students of the M.A. in Environmental, Resource and Development Economics (ERDE) program with an opportunity to explore topics related to environmental, resource and development economics but not covered by existing ERDE courses. The course can either take a Directed Readings format, or represent the graduate-level version of an Honours course outside of Economics. In the latter case, students must choose from the list of non-Economics elective courses approved by the Graduate Program Committee and available on the ERDE website.  
RESTRICTIONS: Students must be enrolled in the ERDE program. Students must obtain permission from the Graduate Program Committee (GPC) to register for this course. In the case of the Directed Readings format, they must submit the syllabus for the course (prepared by the instructor of the course) to the ERDE GPC for approval. In the case of a graduate version of an Honours non-Economics course, instructors must agree to provide a course syllabus for GPC approval that includes additional work/differential evaluation for ERDE students compared to Honours students in the course.

**GECON-7203(3) TOPICS IN MATHEMATICAL ECONOMICS (Le3)** This course introduces advanced mathematical methods for formulating and analyzing economic theories and problems. Topics such as difference and differential equations, dynamic optimization, and game theory are presented with economic applications.  
PREREQUISITES: Students must be enrolled in the ERDE program or obtain consent from the Instructor.  
RESTRICTION: Students who have already taken ECON-4203 cannot enrol in this course for credit, unless the topic varies.

**GECON-7303(3) TOPICS IN APPLIED ECONOMICS (Le3)** This course examines issues in a selected area of economics. Possible areas include labour, health and development economics. The choice of topic depends on the instructor. The emphasis is on using empirical methods. Appropriate econometric techniques for addressing issues of endogeneity, selection bias, and

unobserved heterogeneity may be covered. Students may repeat this course for credit, provided the topic varies.

PREREQUISITES: Students must be enrolled in the ERDE program or obtain consent from the Instructor.  
RESTRICTION: Students who have already taken ECON-4303 cannot enrol in this course for credit, unless the topic varies.

**GECON-7307(3) TOPICS IN MACROECONOMICS (Le3)** This course provides students with an opportunity to build on the macroeconomics background they have developed in Honours Macroeconomics and graduate Macroeconomics. The course introduces students to dynamic macroeconomic models and techniques for solving them, highlighting the use of such models and techniques for understanding the implications of macroeconomic policy. Emphasis is placed on the importance of political economy considerations in macroeconomics. Issues covered in any given year may include the interplay between demographics and fiscal policy, the determinants of policy related to technology adoption and therefore economic growth, income redistribution or the determination of monetary policy.

PREREQUISITES: Students must be enrolled in the ERDE program or obtain consent from the Instructor.  
RESTRICTION: Students who have already taken ECON-4307 cannot enrol in this course for credit, unless the topic varies.

**GECON-7310(3) TOPICS IN INTERNATIONAL ECONOMICS (Le3)** This course examines theoretical and applied topics related to international trade or international finance. Topics related to international trade may include a discussion of the benefits of trade, the effects of tariffs and quotas, customs unions and imperfect competition on trade. Topics related to international finance may include an examination of exchange rate policy, the fiscal and monetary effects of trade investment flows, and the development of the international monetary system.  
PREREQUISITES: Students must be enrolled in the ERDE program or obtain consent from the Instructor.  
RESTRICTION: Students who have already taken ECON-4310 cannot enrol in this course for credit, unless the topic varies.

**GECON-7311(3) TOPICS IN THE HISTORY OF ECONOMIC THOUGHT (Le3)** The economic and philosophical writings of Keynes and the “Cambridge Circus” are examined in the historical and social context of the times.  
PREREQUISITES: Students must be enrolled in the ERDE program or obtain consent from the Instructor.  
RESTRICTION: Students who have already taken ECON-4311 cannot enrol in this course for credit, unless the topic varies.

**GECON-7313(3) TOPICS IN INDUSTRIAL ORGANIZATION AND COMPETITION POLICY (Le3)** This course examines industrial organization theory, which is the field in economics that examines the conduct and behaviour of firms in imperfectly competitive markets. Given this setting, firms have an incentive to undertake strategies which enhance their profitability, and in analyzing these strategies, we discuss a number of key concepts from game theory. Included in the course is an analysis of the behaviour of monopoly firms and their use of a variety of pricing and marketing practices. In addition, the course examines the effect of quality and durability of goods and the use of warranties by firms on social welfare.

PREREQUISITES: Students must be enrolled in the ERDE program or obtain consent from the Instructor.  
RESTRICTION: Students who have already taken ECON-4313 cannot enrol in this course for credit, unless the topic varies.

**GECON-7314(3) TOPICS IN PUBLIC ECONOMICS**

**(Le3)** This course deals with the theory of taxation and public expenditures within the context of first-best and second-best analysis. The theories of production, consumption, and other externalities are discussed. Other topics include the theory and practice of cost-benefit analysis and fiscal federalism. The economic analysis of collective decision-making in a non-market context is examined.

PREREQUISITES: Students must be enrolled in the ERDE program or obtain consent from the Instructor.  
RESTRICTION: Students who have already taken ECON-4314 cannot enrol in this course for credit, unless the topic varies.

**GECON-7316(3) TOPICS IN REGULATION AND**

**PUBLIC ENTERPRISES** This course examines a number of issues in the economics of regulation. Regulation is one form of government control of private firm behaviour, and involves control over the entry of firms, limits on pricing, and the regulations involving industry standards and operations, including environmental regulation. The course examines theories of regulation, the types of regulatory rules used, and the efficacy of those rules in enhancing social welfare. Reference will be made to a number of regulated industries both in Canada and the U.S.

PREREQUISITES: Students must be enrolled in the ERDE program or obtain consent from the Instructor.  
RESTRICTION: Students who have already taken ECON-4316 cannot enrol in this course for credit, unless the topic varies.

Research Project

**GECON-7000(6) RESEARCH PROJECT (P)** The aim of this course is to provide students in the M.A. in Environmental, Resource and Development Economics with an opportunity to undertake a research project, and to present it in a written essay. Instructors of this course will provide guidance to students on how to make an effective economic argument. Students choose the topic of their project in consultation with their instructor.  
PREREQUISITES: Students must be enrolled in the ERDE program and obtain written permission from the Graduate Program Committee.

Practicum

**GECON-7002(6) ERDE PRACTICUM (A)** This course provides students of the M.A. in Environmental, Resource and Development Economics (ERDE) program with an opportunity to obtain experience with research or policy analysis related to environmental, resource and development economics. Placements will either be with a Canadian research institute, to give students an opportunity to conduct (and contribute to) policy-related research, or a with a Canadian non-governmental organization, to provide hands-on, practical experience with environmental policy or issues of sustainable development.

# MASTER OF ARTS HISTORY (HIST / HIST)

Updated April 8, 2018

**NOTE:** The University of Manitoba department/program code HIST replaces the former code 011. Students cannot hold credit in HIST-XXX0 and the former 011.XXX having the same course number (e.g. HIST-7730 and 011.733).

Graduate Chair	- The University of Winnipeg	Dr. Janis Thiessen
Graduate Chair	- The University of Manitoba	Dr. Len Kuffert
Chair	- Joint Discipline Committee	Dr. Len Kuffert

University of Winnipeg Professors: D. Abreu-Ferreira, A. Freund, S. Keshavjee, R.K. Loewen, M.J. McCallum, A.R. McCormack, M. Meuwese, J. Yaremko; Associate Professors: E. Alexander, R. Bohr, A-L. Caudano, R. Eyford, D. Gavrus, J. Hanley, C. Labrecque, P. Lawrie, J. Nagam, A. Seyhun, E. Sibanda, J. Thiessen, S. Wall, A. Zayarnyuk.

University of Manitoba Professors: R.J. Brownlie, T. Chen, D. Churchill, R. Cossar, B. Ferguson, J. Finlay, J. Guard, H. Heller, E. Jones, L. Kuffert, J. Nállim, A. Perry, J. Taylor; Associate Professors: B. Baader, G. Bak, J. Chadya, S. Elvins, C. Frank, M. Gabbert, G. Smith, E. Thomson, J. Thorpe; Assistant Professors: J. Dueck, J. Gibbings, and T. Scarth.

The joint Master of Arts program is offered by the History Departments of The University of Winnipeg and the University of Manitoba. For admission to the Joint Master's Program, candidates must hold a B.A. Honours degree or equivalent in History with at least a 'B' or second class standing. Students who lack this qualification but who have an acceptable general degree with a history major (with an average of B in their history courses) are generally admitted to the Pre-M.A. program. All potential graduate students, particularly those currently enrolled in B.A. Advanced Placement Programs, should discuss their graduate program options with the Chair of the Joint Discipline Committee. For further information write to the Chair, Joint Discipline Committee. Course and thesis direction are offered at both institutions. Students completing the program will receive a joint parchment, and may choose to convocate from either of the participating universities.

Students choose one of four streams: a major research paper M.A., a course M.A., a thesis M.A., or an Archival Studies stream. Requirements are as follows:

#### Major research paper M.A.

- 24 credit hours of coursework at least 18 of which must be in History and at the 7000 level
- one 6 credit hour 4000 level course outside of history is permitted
- language exam in French or other relevant language
- a major research paper of ~ 40-50 double-spaced pages in length

#### Course M.A.

- 24 credit hours of coursework at least 18 of which must be in History and at the 7000 level
- one 6 credit hour 4000 level course outside of history is permitted
- language exam in French or other relevant language
- two-hour written comprehensive exam in the major field, followed by an oral exam

#### Thesis M.A.

- 12 credit hours of coursework at the 7000 level selected from two areas of historical study
- language exam in French or other relevant language
- a thesis of ~80-100 double-spaced pages in length, defended at an oral examination

#### Archival Studies M.A.

- 18 credit hours of coursework, including HIST 7370 & HIST 7380 plus one additional 7000 level course (usually in Canadian history)
- summer internship (HIST 7390)
- 1 three-credit-hour elective course
- language exam in French or other relevant language
- a thesis on a topic relevant to Archival Studies of ~80-100 double spaced pages in length, defended at an oral examination

Note: University of Winnipeg History graduate courses are identified with the "GHIST" prefix and University of Manitoba graduate courses with the "HIST" prefix.

## COURSE DESCRIPTIONS

**Note:** Course offerings vary from year to year. Course listings and departmental regulations for each program may be obtained from the Departments for the academic year.

### AFRICAN and ASIAN

**GHIST 7703(3) / HIST 7820 ISSUES IN MODERN ASIAN HISTORY 1: SELECTED TOPICS** This course analyses important issues and recent developments in the history and historiography of modern Asia. Content of the course varies from year to year. Consult the History Department for particulars.

**GHIST 7704(3) / HIST 7829 ISSUES IN MODERN ASIAN HISTORY 2: SELECTED TOPICS** This course analyses important issues and recent developments in the history and historiography of modern Asia. Content of the course varies from year to year. Consult the History Department for particulars.

**GHIST-7705(6) / HIST 7930 IMPERIALISM, DECOLONIZATION, AND NEO-COLONIALISM, 1700-PRESENT** This course is an exploration of theoretically informed literature that has attempted to engage with and understand Imperialism, and Colonialism, Anti-Colonial Nationalism, National Liberation Movements and Neo-Colonialism.

**GHIST-7708(6) / HIST 7280 TROPICAL AFRICA IN THE 19TH AND 20TH CENTURIES** Emphasis will be placed on the development of the European-African relationship from the end of the slave trade to independence. Specific topics considered will be imperialism, African nationalism, colonialism, independence movements, revolutionary wars, and the European legacy in Africa.

### AMERICAS

**GHIST-7605(6) / HIST 7650 AMERICAN DIPLOMATIC HISTORY** An examination of selected topics in American foreign relations.

**GHIST-7606(6) / HIST 7240 STATE AND SOCIETY IN LATIN AMERICA** Readings focus on state/society relations in the history of Latin America since colonial times. After considering different theoretical approaches, the course analyzes recent works that cover different historical periods, countries, issues, and social actors.

**GHIST-7608(6) / HIST 7180 STUDIES IN AMERICAN HISTORY TO 1877** An examination of selected topics in American history from colonial beginnings to Reconstruction. Particular topics will be announced each year.

**GHIST-7609(6) / HIST 7190 STUDIES IN AMERICAN HISTORY SINCE 1877** An examination of selected topics in American history from Reconstruction to the present. Particular topics will be announced each year.

**GHIST-7701(6) / HIST 7730 MODERN LATIN AMERICA** An examination of selected themes such as economic and social change, political modernization, and external influences and intervention in Latin America during the nineteenth and twentieth centuries.

### BRITISH AND COMMONWEALTH

**GHIST-7304(6) / HIST 7230 NINETEENTH-CENTURY BRITAIN** A study of British culture, politics, and diplomacy, 1830-1900.

**GHIST-7309(6) / HIST 7740 ENGLAND IN THE LONG EIGHTEENTH CENTURY** This course examines selected themes in the history of England's long eighteenth century, from 1660 to 1840. Specific topics vary from year to year, but include the transformation of political culture, the consequences of war, the question of national identities, the emergence of commercial society and the changes in social structure.

**GHIST-7311(6) / HIST 7220 READING SEMINAR IN BRITISH HISTORY** This course is a detailed examination of selected topics and problems in British history. Topics and content vary from year to year.

### CANADIAN

**GHIST-7503(6) / HIST 7330 HISTORY OF WESTERN CANADA** A research course in western Canadian history. The range of subjects will vary from year to year depending on the interest of the students. The subjects range from the fur trade to modern political, social, and economic issues.

**GHIST-7506(6) / HIST 7360 CANADIAN-AMERICAN RELATIONS** A historical survey in which the student may concentrate on such periods and aspects (political, economic, cultural, diplomatic, etc.) as may be of particular interest.

**GHIST 7507(6) / HIST 7750 GENDER HISTORY IN CANADA** This course explores the roles, images, and experiences of masculinity and femininity in the past. The course familiarizes students with the changing theoretical and historiographical terrain of gender history. It draws on the international literature but focuses on the history of gender in Canada, and examines how historians analyze masculinity, femininity, the family, sexuality, politics, race/ethnicity, moral regulation, class, nation and colonialism.

**GHIST-7508(6) / HIST 7640 SOCIAL HISTORY OF HEALTH AND MEDICINE IN MODERN CANADA** The course explores the history of health and health care in Canada, with a focus on the late 19<sup>th</sup> and 20<sup>th</sup> century. Topics include colonization, infectious disease and aboriginal health; the evolution of the medical and nursing professions; the emergence of the modern hospital; mental health; psychiatry and the asylum; cancer; alternative therapies; childbirth; health and old age; and health and the state. Analytical categories of race, ethnicity, class, and gender are used throughout the class.

**GHIST-7509(6) / HIST 7290 READING SEMINAR IN CANADIAN HISTORY, 1860 TO THE PRESENT** While the specific course content may vary from year to year, the general approach shall be to ensure a broad sampling of the secondary literature in Canadian history. Political, social and economic themes will be emphasized and particular concern shall be taken with historiographical controversy.

**GHIST-7510(6) / HIST 7600 NORTHERN HISTORICAL STUDIES** This course is based upon a number of studies of various aspects of the North. Particular emphasis is given to the North in relation to the fur trade, exploration, and Canadian development.



**GHIST-7511(6) / HIST 7810 STUDIES IN THE SOCIAL HISTORY OF BRITISH NORTH AMERICA, 1760-1867**

Themes may include the fur trade, Euro-Indian relations, immigration, rural and urban social patterns, the instruments of culture (religion, education, the family, etc.) and the social implications of political and economic development.

**GHIST-7517(6) / HIST 7672 STUDIES IN CANADIAN HISTORY**

This seminar will focus on social, intellectual, political, and economic themes with emphasis on the western experience. Specific topics will vary from year to year depending upon the interests of the instructors. Students may not hold credit for both HIST 7672 and the former HIST 7670.

**MEDIEVAL**

**GHIST-7201(6) / HIST 7410 THE CRUSADES** An inquiry into the origins of the Crusading movements in the West and into its impact in the East, with special reference to the role it played in hastening the end of the East Roman Empire.

**GHIST-7202(6) / HIST 7420 MEDIEVAL MONASTICISM** Reading and research assignments in the history of Western Monasticism.

**GHIST-7203(6) MEDIEVAL CULTURE** This seminar studies selected aspects of the cultural, social, and religious life during the Middle Ages. Topics may include the popular and scholarly knowledge and beliefs concerning the world and humanity, the transmission of this knowledge, the place of humankind in the world and the role of the Church in society.

**GHIST-7204(6) / HIST 7440 EUROPE IN THE FOURTEENTH CENTURY** Readings and research assignments in the principal developments of the fourteenth century.

**GHIST-7207(6) / HIST 7470 THE LATER MIDDLE AGES** Selected topics in economic, social, cultural, art and religious history of the later medieval world. Students may not hold credit for both HIST-7207(6) / HIST 7470 and the former 011.743.

**GHIST-7208(6) / HIST 7480 THE EARLY MIDDLE AGES** A detailed examination of selected aspects of the early medieval world during the period 313 A.D. — 800 A.D.

**GHIST-7901(6) / HIST 7460 SCIENTIFIC STUDIES IN THE MIDDLE AGES** The seven liberal arts in Greek, Roman, and European school literature and practice will be reviewed with emphasis on arithmetic, geometry, astronomy, and harmonics, and the development of experimental science.

**MODERN EASTERN EUROPEAN**

**GHIST-7301(6) / HIST 7560 THE RUSSIAN REVOLUTION** The events constituting the Revolution proper (1917-21) will be studied in relation to their historical background and in the light of their subsequent impact both nationally and globally.

**GHIST-7310(6) / HIST 7800 IMPERIAL RUSSIA** A study of selected problems in Russian Imperial history covering the 18th and 19th centuries.

**GHIST-7318(6) / HIST 7680 MODERN EAST CENTRAL EUROPE** A study of nationalism and communism in the nineteenth and twentieth centuries - "western" attitudes towards the area will also be discussed. Excludes the Soviet Union.

**MODERN EUROPEAN**

**GHIST-7210(6) / HIST 7510 EARLY MODERN EUROPEAN HISTORY** A seminar which studies early modern Europe from the perspectives of new approaches to historiography.

**GHIST-7302(6) / HIST 7520 THE AGE OF ENLIGHTENMENT** Emphasis on eighteenth century French intellectual history and its relationship to the origins and course of the French Revolution. Some reading knowledge of French is almost essential.

**GHIST-7305(6) / HIST 7550 TWENTIETH-CENTURY EUROPE** An analysis of selected problems in the recent history of Europe.

**GHIST-7306(6) / HIST 7660 NINETEENTH-CENTURY EUROPE** An analysis of selected problems in the nineteenth-century European history.

**GHIST-7902(6) / HIST 7690 POST-NEWTONIAN SCIENTIFIC THOUGHT** Selected topics in the history of the physical, geological and biological sciences from the time of Newton through to the early 20th century. The relationships of scientific ideas to other philosophical, religious and social developments will be emphasized throughout.

**MODERN WORLD**

**GHIST-7106(6) / HIST 7920 POPULAR RADICALISM IN THE MODERN WORLD** Selected topics in the history of popular movements of social and political protest in the modern world. The course considers problems such as the development of radical theory and political practice, and the culture of dissent. Students may not hold credit for both HIST-7106(6) / HIST 7920 and the former 011.726.

**GHIST-7108(6) / HIST 7910 STUDIES ON MODERN WORLD HISTORY** A seminar emphasizing the period since 1945. With the agreement of the instructor and depending on the needs of their degree programs, students may elect a reading or research option.

**SOCIAL**

**GHIST-7004(6) / HIST 7270 SPECIAL STUDIES IN SOCIAL HISTORY** A seminar course, the content of which will vary from year to year.

**GHIST-7006(6) / HIST 7760 HISTORY OF ABORIGINAL RIGHTS S3** A study of aboriginal rights from early contact to the present with a particular emphasis on treaties, the courts, and Aboriginal efforts to enforce specific forms of rights.

**GHIST-7101(6) / HIST 7610 NATIONAL STATES AND NATIONAL MINORITIES** A historical approach to the development of nationalism in Canada and the Europe. Special attention paid to the treatment of minority groups in the nineteenth and twentieth centuries in education and cultural fields.

**GHIST-7107(6) / HIST 7710 HISTORY AND CULTURAL STUDIES** A working guide to interdisciplinary approaches to the new field of Cultural Studies, examining its principal theoretical bases and existing and potential applications for the historian.

**GHIST-7801(6) ADVANCED STUDIES IN ART HISTORY**

This course addresses interpretations of selected topics in Art History as they have appeared in the literature. Possible topics may include Theories and Methods for Art History or the work of a particular artist, period or movement. Wherever possible topics are examined through the analysis of materials available in local collections. Students are expected to take a leading role in class discussions and to undertake a major research project on a topic of relevance to the course. Each time the course is offered the selected topic will be listed in the Timetable.

**GHIST-7903(6) HISTORY OF HEALTH AND DISEASE**

This seminar course introduces students to some of the principal issues and approaches in the history of health and disease. It is not a strictly chronological survey of the history of medicine. Rather, each week we explore a different aspect of the history of health from different historiographical perspectives. Topics include the development of the nursing and medical professions; the transformation of the hospital; mental health and the asylum; alternative therapies; colonization, infectious disease and aboriginal health; the history of disease; and health and the state.

**GENERAL****GHIST-7005(6) / HIST 7700 HISTORICAL METHODS A**

seminar and workshop in historical method. The topics covered will encompass conventional research, analysis and writing, as well as the application of social science techniques to the analysis of historical problems, the fundamentals of data processing, and computer applications.

**GHIST-7006(6) / HIST 7500 JEWISH AND EUROPEAN**

**HISTORY AND HISTORIOGRAPHY** This seminar examines issues relating to Jewish history and historiography in the context of European history and historiography.

**GHIST-7007(6) HISTORY AND MEMORY**

This seminar examines the field of memory studies through a comparative transnational survey with a focus on Canada, USA, and Germany. Memory studies asks not 'What happened in the past?' but rather: 'How did individuals and groups remember the past?' To answer this question, historians study oral history and other forms of informal communication, formal history education, museums, monuments, film, and photography. Students learn about major concepts such as historical consciousness; narrativity; collective memory; public history; culture and politics of history, including "history wars."

**GHIST-7008(6) HISTORY OF THE ATLANTIC WORLD**

This seminar uses the concept of an Atlantic World to

examine the connections between Europe, the Americas, and West Africa from the first wave of European overseas expansion (1450-1500) to the Age of the Atlantic Revolutions (1775-1825). Topics may include the concept of Atlantic history, cultural contacts, religious exchanges, slavery and the slave trade, ecology and environment, commerce, migration, women and gender, and political ideas.

**GHIST-7090(6) / HIST 7900 INTRODUCTION TO**

**DOCUMENTARY EDITING** Examination of the major problems of editing documents, including transcription procedures, palæography, textual collation, editorial apparatus, computer text processing, permissions and copyrights, and publications.

**OTHER****GHIST-7001(3) / HIST 7772 SELECTED TOPICS**

The content of this course varies. It is an advanced graduate seminar investigating topics that are not part of existing seminar courses. Students may repeat this course for credit if the topic varies.

**GHIST-7002(3) / HIST 7774 INDEPENDENT STUDY /**

**READING** The content of this course varies. It is an advanced, independent reading/study course for graduate students on a topic of particular interest to the student. Normally this topic is not offered in existing courses. Students may repeat this course for credit if the topic varies.

**GHIST-7003(6) / HIST 7770 SELECTED TOPICS A**

program of independent reading and/or research on selected topics, undertaken and arranged by a student in consultation with a prospective instructor, upon the approval of the Graduate Chair.

**GHIST-7020 MAJOR RESEARCH PAPER**

The Major Research Paper [MRP] is a piece of original writing based on primary research, submitted in fulfillment of the JMP History, Major Research Project stream. It is of roughly 40-50 pages in length. The student consults the Chair of the Joint Discipline Committee in History to begin the process of selecting an Advisor for the MRP. The student meets with the Advisor and develops a topic for the paper. After the MRP is submitted, it is circulated to a second reader.

**Note:** Master's students have the option of a History of Science area by combining **GHIST-7901(6) / HIST 7460** and **GHIST-7902(6) / HIST 7690**

For details please consult the joint departmental brochure.

# MASTER OF ARTS INDIGENOUS GOVERNANCE DEPARTMENT OF INDIGENOUS STUDIES (IS)

Updated April 24, 2018

**Note: The department/program code IS replaces the former codes AG & 80. Students cannot hold credit in IS-xxxx and the former AG.xxxx & 80.xxxx having the same course number (e.g., IS-7020(3) and AG-7020(3) or 80.7020(3)).**

**Graduate Chair:** S. Shukla (until June 2018); Dr. Gabriel Nemoga (from July 2018) **Professor:** G. Nemogá; **Associate Professors:** J. Pelletier, J. Romanow L. Fontaine and S. Shukla. **Adjunct Faculty:** Jerry Fontaine and Joel Kettner

To be referred to Chair or Faculty, please call 204-786-9305

## Master of Arts in Indigenous Governance

The Department of Indigenous Studies is grounded in the intellectual and cultural heritage of Indigenous peoples in Canada and around the globe. Students from all backgrounds and disciplines develop critical thinking skills through interdisciplinary coursework. The relationship of the Department with Indigenous peoples in Canada and abroad is one of reciprocity and support. The preparation of students includes the introduction of alternative world views involving interrelated themes of land, self-determination, cultural preservation and revitalization, indigenous knowledge and natural resources, historical agency, and representations of Indigenous peoples.

The Master of Arts in Indigenous Governance is a multidisciplinary program grounded in an understanding of Indigenous peoples' values, principles, and philosophies. The approach we foster is one that combines a supportive environment for students of all backgrounds while modeling and fostering the highest standards of excellence inside and outside of the classroom. We recognize and honor the central role of language as carrier of culture, conveyor of tradition and knowledge, and signifier of individual and community identity by requiring the study of an indigenous language, for example, Ojibwe or Cree. An international focus will prepare students to take leadership positions in the private and public sectors, to create and influence policy, to creatively approach development from an indigenous perspective, and to promote the visibility and recognition of sovereign Indigenous peoples and communities in Canada and abroad.

The program's specific objectives are to:

- Provide studies in matters of good governance grounded in indigenous thought and values.
- Provide an in-depth understanding of the human, environmental and financial issues and processes relevant to indigenous self-determination.
- Promote leadership and skills in areas of policy development and professional practice relevant to indigenous governance and public service organizations working with Indigenous peoples.
- Create a new intellectual space to engage indigenous and non-indigenous scholars in the gathering, application and evolution of indigenous knowledge, philosophies, and governance models.

## REQUIREMENTS FOR AN MA IN INDIGENOUS GOVERNANCE

Annual deadline for applications: 1 February. **Applications may be accepted after the deadline; please contact the department**  
**ADMISSION REQUIREMENTS**

Admission is open to university graduates holding a relevant, recognized 4-Year General or Honours Bachelor of Arts degree with a cumulative grade point average of 3.0 or better in the last 60 credit hours of coursework.

A relevant degree may include but is not restricted to the following disciplines: Indigenous/Native/First Nation/American Indian Studies, Environmental Studies, Natural sciences, Political Science, Economics, Law, Anthropology, Sociology, Conflict Resolution Studies, Justice Studies, or History.

Students holding a 3-year undergraduate degree may be admitted to the Master's program upon successful completion of a University of Winnipeg designed pre-Master's program which consists of a set of upper-level undergraduate courses.

## HOW TO APPLY

1. Complete and submit On-Line Application available in Graduate Studies website:  
<http://www.uwinnipeg.ca/graduate-studies/>
2. Submit two official transcripts of academic work completed to date, sent directly from the issuing institution.
3. Submit two letters of recommendation from individuals familiar with your academic work.
4. Submit an academic writing sample, preferably a recent peer-reviewed publication or an essay from a recent course.
5. Submit the General Bursary Program Application along with your graduate program application directly to the Office of Graduate Studies, **not** to the Office of Awards and Financial Aid. Up-to-date application form is available in Awards and Financial Aid website: <http://www.uwinnipeg.ca/index/services-awards>
6. Encouraged to submit The University of Winnipeg Manitoba Graduate Scholarship for Master's Students. Up-to-date application form is available in Internal Awards, Graduate Studies website:  
<http://www.uwinnipeg.ca/index/services-awds-current-continuing>

### English language requirement (where applicable)

Applicants for whom English is not their mother language must show that they have met the English requirement. Please refer to the University of Winnipeg International Office webpage <http://www.uwinnipeg.ca/index/international-engprofqrmts>  
The test must be taken within a year of the date a completed application is submitted.

**Completed application forms** should be submitted to:

Graduate Studies Admissions Office  
Graduate Studies Enrolment and Budget Officer  
The University of Winnipeg  
1BC10A-515 Portage Avenue  
Winnipeg, Manitoba R3B 2E9 Canada  
Telephone: 204.786.9309  
Fax: 204.774.4134  
Email: [d.habtemariam@uwinnipeg.ca](mailto:d.habtemariam@uwinnipeg.ca)

### CONTACT US

Inquiries may also be directed to:  
Shannon Letendre  
Department Assistant  
Department of Indigenous Studies  
Telephone: 204.786.9305  
Email: [s.letendre@uwinnipeg.ca](mailto:s.letendre@uwinnipeg.ca) or

## M.A. DEGREE PROGRAM

### Course Work and Thesis

This is a two year Master of Arts Program that offers the students the choice of completing the requirements of the degree via three unique streams. Students can choose to write a thesis, which is defended orally and assessed by a committee. They may choose to complete a practicum assignment with a relevant Indigenous organization, community or governments. The third option is to write a comprehensive exam.

Students are required to take a total of 30 credit hours of work including 21 credit hours of required courses and 3 credit hours of elective courses. The remaining 6 credits are earned through the thesis, comprehensive exam or practicum, depending on the stream chosen.

### Required Courses

**GIS-7021(6)** Pathways to Indigenous Wisdom  
**GIS-7022(6)** Indigenous Research Methodologies and Ethics  
**GIS-7020(3)** Indigenous Self Determination  
**GIS-7101(6)** Master's Thesis  
**GIS-7102 (6)** Practicum

**AND** one of either\*

**GIS-1101(6)** Introductory Cree **OR**  
**GIS-1201(6)** Introductory Ojibwe

\*Indigenous Studies department will accept proof of proficiency or study in another indigenous language to waive language requirement.

## Elective Courses\*\*

- GIS-7023(3)** Indigenous Peoples, Globalization and Development (experimental course)  
**GIS-7024(3)** Biocultural Diversity Conservation: Balancing scientific and indigenous knowledge practices.  
**GIS-7025(3)** Indigenous Language Rights  
**GIS-7026(3)** Community Food Security: Indigenous and International Perspectives  
**GIS-7028 (6)** Human and Indigenous Rights in Latin America  
**GIS 7703 (3)** Indigenous Education in an Era of Globalization  
**GIS-7030(3/6)** Directed Readings  
**GIS-7200(3/6)** Seminar in Selected Topics

\*\* Please note that not all elective courses are offered every year. In addition, in consultation with their advisor, students may take relevant courses in other Departments and Master programs. With the approval of the Chair Department Graduate Committee, students could also take graduate course offered in other universities through the Western Dean Agreement.

## COURSE DESCRIPTIONS

**GIS-1101(6) INTRODUCTORY CREE (Le3, La1)** This course is intended for students who are not fluent in Cree and have never taken a course in the language. The emphasis is primarily on oral work for the purpose of learning basic sounds, vocabulary, and grammatical patterns. Structural differences between Cree and English are highlighted.

**GIS-1201(6) INTRODUCTORY OJIBWE (Le3, La1)** This course is intended for students who are not fluent in Ojibwe and have never taken a course in the language. The emphasis is primarily on oral work for the purpose of learning basic sounds, vocabulary, and grammatical patterns. Structural differences between Ojibwe and English are highlighted.

**GIS-7020(3) INDIGENOUS SELF DETERMINATION (Le3)** This course brings to the academy a pivotal concept for the present and future of Indigenous peoples. How Indigenous peoples face and deal with colonization, imperialism, and globalization will depend upon the critical understanding and realizations of self-determination. The legal, political, social, and cultural connotations around self-determination for Indigenous peoples are considered. The course is focused not only on theoretical considerations but is designed to bring issues of self-determination into the collective and individuals lives of those who identify themselves with the concerns of Indigenous peoples.  
**PREREQUISITES:** Admittance into MA program **OR** instructor's permission

**GIS-7021(6) PATHWAYS TO INDIGENOUS WISDOM (Le3)** In this course, students' assumptions and world views are challenged and enriched by a deep and complex understanding of Indigenous ways of knowing. By decolonizing and indigenizing the mind, students are open to imagining and, later, implementing strategies that are embedded in indigenous teachings. The course emphasizes the importance of critical thinking through the examination and immersion into indigenous epistemologies and brings to the program the instructor's expertise in First Nation's governance, development efforts and systems.  
**PREREQUISITES:** Admittance into MA program **OR** instructor's permission

**GIS-7022(6) INDIGENOUS RESEARCH METHODOLOGIES AND ETHICS(Le3)** This course provides a review of the movement towards the decolonization of the Western model of research and the revitalization of Indigenous research frameworks and methodologies. The course also offers analysis of Western

research methods and both their histories in colonial practices as well as their potential usefulness in Indigenous community-based research. The unique issues and principles involving ethical research in Indigenous communities are explored. The course also includes an overview of the governance by Indigenous communities of their own research and ethical review processes.

**PREREQUISITES:** Admittance into MA program **OR** instructor's permission

**RESTRICTIONS:** Students who have completed IS-7022(3) may not enrol in IS-7022(6).

**GIS-7024(3) BIOCULTURAL DIVERSITY CONSERVATION: BALANCING SCIENTIFIC AND INDIGENOUS KNOWLEDGE PRACTICES (Le3)** This course focuses on the interrelationship between indigenous peoples and their environment. Indigenous communities contribute understanding, practices and innovations regarding the use and conservation of biodiversity and natural resources in diverse ecosystems. Indigenous knowledge is recognized in international agreements and efforts are made to integrate it into conservation and management programs. The tensions arising from the confluence of indigenous and scientific knowledge, the opposition of different epistemological approaches, the increasing loss of biodiversity and indigenous cultures, the interconnectedness between biological and cultural diversity are the central themes of this course.

**PREREQUISITES:** Admittance into MA program **OR** instructor's permission

**GIS-7025: INDIGENOUS LANGUAGE RIGHTS (LE3)** Indigenous languages are an integral part of Indigenous peoples' identity, worldview and culture. It is however currently estimated that up to ninety per cent of the world's Indigenous languages are likely to disappear by the end of the century. This course is designed to provide students with an overview of Indigenous language issues related to culture, advocacy, revitalization, and resistance. Students will be encouraged to critically compare and contrast the treatment of Indigenous languages through legislation, policy, grassroots activism, and educational and systemic efforts in countries such as Canada, the United States, New Zealand, Norway, and Sweden.

**GIS-7026: INDIGENOUS FOOD SECURITY (Le/Se3)** Community food security is gaining wider recognition and importance. The course focuses on a rich diversity of self-organized food systems to improve, maintain and enhance their health, well-being, resilience and ecological sustainability originated and nurtured by Indigenous and

socially-economically under-represented local communities. It also examines Canadian and International case studies and empirical research on Indigenous voices, knowledges and perspectives on their own food systems. This course explores and critically engages students with the concepts, approaches, practices and challenges of Indigenous food production, consumption and distribution and their role in achieving community food security.

**GIS-7030(3 or 6) DIRECTED READINGS (D3 or 6)** In this course, readings and assignments in the area of Indigenous Governance are arranged between an individual student and the instructor. Topics may not duplicate regular course offerings in Indigenous Studies or other departments. This course is an opportunity to explore a specialized topic in the interdisciplinary context of the field. Examples of potential topics: comparing Canadian and New Zealand/Aotearoa treaty rights efforts; analyzing effects of First Nations provincial and national coalitions on policy at various levels; ethnohistorical research on settler-Indigenous political interactions.

**PREREQUISITES:** Admittance into MA program **AND/OR** instructor's permission

**GIS-7101( 6) MASTER'S THESIS** Students choose a research topic in consultation with a Thesis supervisor and write a Thesis paper. Thesis are evaluated by a Thesis Committee and then are presented in an oral defense.  
**PREREQUISITES:** Student in the MA in Indigenous Governance program under the thesis stream

**GIS-7102 (6) PRACTICUM INDIGENOUS WORK**

**PLACEMENT** Students are placed with a host organization (an Indigenous organization, a public service organization, or a non-governmental organization, for example) for the purpose of developing research or applied policy skills in the area of Indigenous governance, as broadly understood. The aim of the course is for students to develop experiential learning skills and understandings of community-engaged scholarship and practice. The placement takes place under the terms agreed upon with the student, the Practicum Academic Supervisor, and the practicum host.

**PREREQUISITES:** Student in the MA in Indigenous Governance program under the practicum stream.

**GIS-7200 (3 or 6) SEMINAR IN SELECTED TOPICS (Le3 or 6)** This course focuses on particular aspects of Indigenous governance. The selected topic is discussed in seminar format. It may be approached in a variety of ways, including philosophical, ecological, social/cultural, economic, political, or artistically. The course may be repeated for credit when the topic varies.

**PREREQUISITES:** Admittance into MA program **OR** instructor's permission

**GIS-7028 (3 or 6) HUMAN AND INDIGENOUS RIGHTS IN LATIN AMERICA (Le 6)** Indigenous nationalities and other marginalized minority groups in Latin America have developed innovative strategies, alliances and forms of political participation to achieve recognition of their rights and to contribute to new political configurations in the region. This course studies the dynamic situation of Indigenous and human rights and social conflicts in Latin America. Topics include contested definitions of individual and collective rights, responses to human rights abuses and intersections between human rights frameworks and related peace-building processes. A country or sub-region may be selected for an in-depth case study, and may vary in different times that the course is offered.

**PREREQUISITES:** Admittance into MA program **OR** instructor's permission

**CROSS-LISTED: IS 4028 AND HR 4210**

**GIS 7703 (3) INDIGENOUS EDUCATION IN AN ERA OF GLOBALIZATION (Se 3)** This course examines various Indigenous learning systems and their adaptations within a global world. As societies become more integrated through globalization, traditional Indigenous learning systems are being challenged as to their viability. In response, Indigenous peoples are adapting their learning systems to meet the challenges that are occurring to the social fabric of their cultures. More generally, this course brings Indigenous perspectives on education to the analysis of globalization.

**PREREQUISITES:** Admittance into MA program **OR** instructor's permission.

**CROSS-LISTED: GDP 7703**

**GIS-7023(3) INDIGENOUS PEOPLES, GLOBALIZATION AND DEVELOPMENT (Le3)** Indigenous peoples today are enmeshed in the expanding modern economy, subject to the pressures of both market and government. More and more indigenous communities are rejecting the traditional capitalist vision of development as human and environmental exploitation and focusing on new types of local development projects. This course analyzes some of the conflicts associated with traditional development projects in indigenous communities Taking indigenous peoples as actors, not victims, as its starting point, the class will then examine innovations in indigenous economic development that are culturally respectful, environmentally responsible and build a new sense of community.

**PREREQUISITES:** Admittance into MA program **OR** instructor's permission.

**CROSS-LISTED: GDP 7716**

# MASTER IN MANAGEMENT (BUS)

Updated May 30, 2018

**Graduate Program Committee: (Chair)** P. Moreira, S. Berge, M. Breward, K. Fantazy, M, Akhgari

## **DEGREES/PROGRAMS OFFERED: MiM**

The Master in Management, with specialization in technology, innovation and operations is a course-based Degree with the majority of courses offered online. It will be delivered with the flexibility for a full-time (one year) and part-time (two year) option. The primary objective of the program is to provide students with in-depth training on technology, innovation, and operations management. Unlike other business related Graduate programs, that offer general business courses as part of the core curriculum, this degree is designed for those with a prior business degree (e.g. BBA or BComm) and potentially, industry experience, and offers advanced courses in dedicated and specific areas. The degree is for individuals interested in pursuing management careers where technology and innovation intersect with operations management.

The Degree harnesses recognized current and trending topics, specifically technology and innovation, relating to economic development in both Manitoba and Canada and marries these to the fast-moving discipline of supply chain and operations management. In addition, the Degree incorporates the international perspective of globalization and sustainability (e.g., corporate social responsibility and business ethics) as core underlying themes embedded throughout its programming.

The hybrid (online and face-to-face) nature of the MiM program provides students with additional skills for virtual team work and online environments. It also provides flexibility to students to access course content through asynchronous information sharing and group discussions by employing mechanisms such as video recordings, online readings and weblinks, automated assurance of learning tools (such as comprehension tests, links to additional information sources, etc.), online discussion boards, wikis, blogs and chat rooms. Synchronous group discussions can be facilitated by mechanisms like Skype video conferencing and our Cisco teleconference room, when needed. By using modern online approaches and techniques students will have a real sense of connectedness with the course content, the Instructor and other students. Face-to-face courses will provide the much-needed opportunity for in-person interactions and networking.

Further information on the MiM program may be found at <https://uwinnipeg.ca/masters-in-management/>

## **REQUIREMENTS FOR THE MASTER IN MANAGEMENT**

### **ADMISSION REQUIREMENT**

The general admission requirement for the MiM is a 4-year Bachelor of Business Administration or Honours Bachelor of Commerce Degree. The minimum acceptable CGPA (Cumulative Grade Point Average) is a 3.0 out of a possible 4.0, equivalent to a "B" on a letter grade scale. The Department of Business & Administration will assess degrees earned outside of Canada to determine their equivalency.

Applications with a non-business degree, a 3-year Bachelor of Business Administration, a professional designation, or extensive professional experience will also be considered. Pre-qualifying courses may be required as determined by the Department of Business & Administration.

Information on the University of Winnipeg's English Language Proficiency requirements can be found here:  
<http://www.uwinnipeg.ca/future-student/international/lang-req.html>

### **APPLICATION DEADLINE AND PROCEDURE**

The deadline for applications is February 1st. The online application may be found at:  
<https://oa.uwinnipeg.ca/OnlineAdmissions/Account/Login?ReturnUrl=%2fOnlineAdmissions%2f>

Completed application forms should be submitted to:

Graduate Studies Admissions Office  
Graduate Studies Enrolment and Budget Officer  
The University of Winnipeg  
1BC10A-515 Portage Avenue  
Winnipeg, Manitoba R3B 2E9  
phone: 204.786.9309  
fax: 204.774.4134  
email: [d.habtemariam@uwinnipeg.ca](mailto:d.habtemariam@uwinnipeg.ca)

## PROGRAM REQUIREMENTS

Students must complete a total of 30 credit hours to graduate from the program. All students must complete the 10 courses, within the three Module categories, listed below.

### Module 1

Module 1 is an intensive, in-person two week introduction to the degree held in August. The courses delivered will be:  
Introduction to Technology, Innovation, and Operations Management (3 credits)  
Leadership and Organizational Behaviour in Innovative Organizations (3 credits)

### Module 2

Module 2 is the core of the program with six courses delivered in an online format. Generally students studying part time will take one course per University semester. The courses will be:  
Business Strategy (3 credits)  
Project Management (3 credits)  
Strategies in Operations and Supply Chain Management (3 credits)  
Information Systems and Knowledge Management (3 credits)  
Strategic Management Accounting (3 credits)  
Innovation Management (3 credits)

### Module 3

Module 3 concludes the program and will be delivered in an intensive two week capstone session also in August. The courses delivered will be:  
Current Trends in Technology, Innovation and Operations Management (3 credits)  
Graduate Project (3 credits)

Questions regarding program requirements may be sent to: p.moreira@uwinnipeg.ca

**SECOND LANGUAGE REQUIREMENT:** None

**EXPECTED TIME TO GRADUATE:** 1 year (full-time) 2 year (par-time)

**MAXIMUM TIME REQUIRED TO GRADUATE:** 5 years

## Business and Administration Department Courses

### Core courses:

- **GBUS-7110** Introduction to Technology, Innovation, and Operations Management
- **GBUS-7120** Leadership and Innovation
- **GBUS-7210** Business Strategy
- **GBUS-7220** Project Management
- **GBUS-7230** Strategies in Operations and Supply Chain Management
- **GBUS-7240** Information Systems and Knowledge Management
- **GBUS-7250** Strategic Management Accounting
- **GBUS-7260** Innovation Management

## COURSE DESCRIPTIONS

### Core courses

**GBUS-7110 Introduction to Technology, Innovation, and Operations Management** Through case studies, critical review of research papers, readings, student presentations and group activities, this course equips students with the core concepts of technology innovation and operations management including the foundations of technological innovation. Students are offered an in-depth understanding of how and why innovations occur in an industry, and why some innovations rise to dominate others. Also, this course introduces students to problems and analyses related to the design, planning, control, and improvement of manufacturing and service operations. It aims to help students become leaders of technology, innovation, and operations management.

**PREREQUISITES:** Students must be enrolled in the MiM program.

**GBUS-7120 Leadership and Innovation** Leadership and Innovation introduces students to the complexities of managing an organization during times of change. Key to the development of a sustainable innovative organization is the

ability of leaders to systematically encourage and enhance an organization's human capital to transform institutional knowledge into innovative products, services, and systems. . In this course students are introduced to the elements and attributes of the innovation and change process and the types of leadership needed to facilitate it. Students critically analyze papers and cases and discuss key aspects of leadership in different types of organizations. Students analyze the impact and the leadership implications of developing more innovation, technological change, and operational change.

**PREREQUISITES:** Students must be enrolled in the MiM program.

**GBUS-7210 Business Strategy** Business Strategy introduces students to the tools used to assess strategy and the process of strategic management in organizations from the perspective of senior management. Students are provided with a framework to diagnose and solve critical problems in organizations using cases, exercises, discussions, and simulations across all functional areas.



Although this approach emphasizes the senior management's perspective, functional specialists are also expected to understand the entire organization and how they contribute to the organization's mission and objectives. Attention will be given to the importance of technology and innovation in strategy.

PREREQUISITES: Students must be enrolled in the MiM, GBUS7110 and GBUS7120.

**GBUS-7220 Project Management** This course is intended to develop the knowledge and skills to effectively manage workplace projects. Students learn the value of formal processes and the roles and responsibilities of project managers. Students examine best practices in each stage of the project management cycle including needs assessment, project selection and bidding; planning, budgeting and scheduling; implementation and communication; and project evaluation. These project phases are examined in the context of ensuring strategic alignment with broader organizational goals with emphasis on fostering innovation. Students have the opportunity to use common project management tools and apply their knowledge to case studies and projects.

PREREQUISITES: Students must be enrolled in the MiM program, GBUS7110 and GBUS7120.

**GBUS-7230 Strategies in Operations and Supply Chain Management** This course develops a framework that allows students to advance their knowledge of the linkage between operations and supply chain of firms and their strategic positioning in the market. Students will get an appreciation for the role of business processes as determinants of the operation function, supply chain strategy and the competitive advantages of an organization. Students will develop an understanding of the concepts and tools that are fundamental to the operations function and supply chain strategies.

PREREQUISITES: Students must be enrolled in the MiM program, GBUS7110 and GBUS7120.

**GBUS-7240 Information Systems and Knowledge Management** The objective of this course is to develop students' analytical abilities to deal with issues relating to information systems and knowledge management within organizations. Students study the development, control, and management of both information systems and knowledge management. Regarding information systems, the emphasis is on IT governance, the strategic power and capabilities of information systems, the role and importance of business process re-engineering within the realm of information systems development, security, business continuity, and enterprise resource planning (ERP) systems. In terms of knowledge management, the course provides students with the skills necessary to strategically manage individual, group, and organizational assets.

PREREQUISITES: Students must be enrolled in the MiM program, GBUS7110 and GBUS7120.

**GBUS-7250 Strategic Management Accounting** This course aims to develop the students' analytical abilities to deal with problems relating to financial situations within the firm. The course deals with the role of accounting in an organization's planning and control system with an emphasis on responsibility accounting, performance evaluation, and risk management. Topics include management control and decentralization, activity-based costing and management, strategy mapping and the balanced scorecard, value chain analysis, and strategic cost management and profitability analysis.

PREREQUISITES: Students must be enrolled in the MiM program, GBUS7110 and GBUS7120.

**GBUS-7260 Innovation Management** This course provides students with an understanding of the key concepts of technology and innovation, their relationship with the organizational environment, and their overall impact on management and organizations. Students get an understanding of fundamental concepts of Innovation Management, the development of the area from a historic perspective, develop awareness related to current trends and challenges related to innovation, and develop a knowledge of the typical objectives, leverage points and constraints in working with innovation. The course is based on a selection of innovation management readings and business cases.

PREREQUISITES: Students must be enrolled in the MiM program, GBUS7110 and GBUS7120.

**The following courses are in development:**

**GBUS-7310** Current Trends in Technology, Innovation, and Operations Management

**GBUS-7320** Graduate Project

# MASTER OF MARRIAGE AND FAMILY THERAPY (MFT)

Updated June 1, 2018

**Program Director:** N. Taniguchi, Ph.D.

The Master of Marriage and Family Therapy (MMFT) and the Certificates in Marriage and Family Theory and Therapy are designed for those who want a quality professional education in this field. School counselors, social workers, pastoral workers and other helping professionals may use this training to develop a specialty in relationship therapy; or mature persons with an unrelated undergraduate degree and work experience may choose this program as a vehicle for career change. The MMFT Program is organized in two phases. The first is the Certificate phase; the second is the Master's Degree phase. These are sequential and each requires the same core courses. The MMFT is a clinical (non-thesis) degree. Students complete the majority of their supervised clinical practice at Aurora Family Therapy Centre, a United Way of Winnipeg supported agency located on the University of Winnipeg campus. Most students are part-time and complete the Master's degree requirements in 6-7 years.

For more information please visit our website: [www.uwinnipeg.ca/marriage-family-therapy](http://www.uwinnipeg.ca/marriage-family-therapy)

## **The Core Courses**

All students complete the following core courses: GMFT-7552(4 credits) Survey of Family Therapy Theories, GMFT-7553(3) Couple Therapy and GMFT-7574(3) Family Therapy Research Methods. Collectively, these courses count for 10 credit hours.

## **The Certificate Phase**

Two Certificates are sequentially offered: A Theory Certificate and a Therapy Certificate. For a prospective student who already has a Master's degree in a related field (e.g. MSW, MEd), the Certificates offer an opportunity to add a specialization in MFT. For students entering the field, the Certificate of Marriage and Family Therapy acts as a prerequisite for being granted Master's student status in this program. Courses taken for the Certificate are creditable to the Masters.

**The Theory Certificate:** In addition to 10 core credit hours, the successful student completes 14 credit hours from the Clinical Practice area (Area II) for a total of 24 credit hours. Those who wish to continue are advised to choose the required courses for the Therapy Certificate as the electives in the Theory Certificate.

**The Therapy Certificate:** In addition to 10 core credit hours, the successful student completes: GMFT-7554(3) Self in the Family Laboratory, GMFT-7560(3) Issues of Diversity in Family Therapy, GMFT-7575(3) Family Therapy Plans and Interventions, GMFT-7571(2) Abuse in the Family: Theory GMFT-7581(6) Supervised Marriage and Family Therapy, and 3 elective credit hours from the Clinical Practice area (Area II) for a total of 30 credit hours. Students are advised to complete the required courses before applying for GMFT-7581(6) Supervised Marriage and Family Therapy. Those who wish to continue on to the Master's Degree phase are advised to choose the required courses for the Master's Degree as electives in the Therapy Certificate.

## **Master's Degree Phase**

The successful Degree candidate completes 39 credit hours of theory courses (24 of which will have been completed in the Therapy Certificate) and 24 credit hours of clinical training under supervision (6 of which will have been completed in the Therapy Certificate). **It is important to note that there are only 4 elective hours in the Master's Program.** The complete requirements by area are:

Area I: Theoretical Foundations. Students take 6 credit hours: GMFT-7551(2) Graduate Seminar in Marriage & Family Therapy Theory, and GMFT-7552(4) Survey of Family Therapy Theories.

Area II: Clinical Practice. Students take 24 credit hours. These must include GMFT-7553(3) Couple Therapy, GMFT-7554(3) Self in the Family Laboratory, GMFT-7555(3) Children and Adolescents in Family Therapy, GMFT-7560(3) Issues of Diversity in Family Therapy, GMFT-7566(1) Psychopathology and Therapeutics, GMFT-7565(1) Spirituality and Family Therapy, GMFT-7571(2) Abuse in the Family - Theory, GMFT-7577(1) Treating Relational Trauma and GMFT-7575(3) Family Therapy Plans and Interventions. The remaining 4 credit hours are electives.

### Area III: Human Development and Family Studies

Students take 3 credit hours: GMFT-7569(3) Health, Aging and Work of Adulthood.

Area IV: Professional Identity and Ethics. Students take 3 credit hours: GMFT-7572(3) Marriage and Family Therapy as a Profession.

Area V: Research. Students take 3 credit hours: GMFT-7574(3) Family Therapy Research Methods.

Area VI: Supervised Clinical Training. Students take 24 credit hours: GMFT-7581(6), GMFT-7582(6), GMFT-7583(6) and GMFT-7584(6) Supervised Marriage and Family Therapy.

## Area I - Theoretical Foundations

### **GMFT-7551(2) Graduate Seminar in Marriage and Family Therapy Theory**

This seminar is designed to correlate theory, research and clinical practice. Students select research topics stimulated by their clinical practice. Research will include an examination of relevant literature, reflection on best practices relative to the student's clinical interest, and the presentation of findings for peer examination and reflection. The course provides opportunities for peer assisted research, inclusive of assisting the student with defining the area of interest, helping the student conduct the research and examining the results of the research. The major objective of this research is to examine the implications of the theory for the best clinical practice.

**RESTRICTIONS:** This course is limited to 4<sup>th</sup> Practicum students (GMFT-7584).

**GMFT-7552(4) Survey of Family Therapy Theories** This course introduces the student to the systemic concepts that form the background for family therapy as a discipline and the family therapy theorists who have shaped the development of family therapy. Specific attention is given to the philosophical views that inform the various theories studied. (This course should be among the first a student takes as it is a prerequisite for several of the other core courses).

### **GMFT-7597(3) Area I Directed Studies**

## Area II - Clinical Practice

**GMFT-7553(3) Couple Therapy** This course examines the dimensions and dynamics of couple relationships and therapies for couple problems. The research on the emotional, sexual, power, gender, cultural and spiritual aspects of the couple relationship is explored. Therapies available for addressing problems that a couple faces are studied with particular attention to systemic interventions and sex therapy.

**GMFT-7554(3) Self in the Family Laboratory** The self of the therapist is the subject of this laboratory. Resources, blind spots, and expectations of the self are examined. Isomorphic concepts and intergenerational theories are explored and applied. Experiential learning processes (inclusive of family of origin work and role plays) are extensively used. No letter grade is given, only pass or fail. This is a 12 week, 48 hour laboratory. Full participation and attendance are mandatory.

**RESTRICTIONS:** Due to the intense, personal nature of the work involved, students may only register by permission of the instructors. A 'Screened Course Application' is required.  
**PREREQUISITE:** GMFT-7552 Survey of Family Therapy Theories.

**GMFT-7555(3) Children and Adolescents in Family Therapy** This course addresses family therapy with children, adolescents and parents. It attends to issues of parenting, child and adolescent development, special issues of childhood and adolescence, models of therapy, interventions and the self of the therapist.

**PREREQUISITE:** GMFT-7552 Survey of Family Therapy Theories

**GMFT-7556(1) Human Sexuality and Sex Therapy** This course offers a brief overview of sexual issues to assist marital therapists working with couples. The course includes a history of sexuality, the major sexual dysfunctions, and ways of helping therapists feel comfortable in addressing sexual issues with their clients.

**PREREQUISITE:** GMFT-7553 Couple Therapy

**GMFT-7559(1) Post-Divorce Families** Divorce is a relatively common occurrence with generally unpredictable consequences. Attention is paid to the controversy around these consequences particularly for children, to high conflict post-divorce families, and to the special challenges faced by stepfamilies. No letter grade is given; only pass or fail.

**GMFT-7560(3) Issues of Diversity in Family Therapy** Individual and relational systems, including therapeutic systems, do not exist in a vacuum. They are embedded in a larger context and strongly shaped by culture, gender, race, society, (dis)ability, and many other factors. This course explores the person of the therapist as an ethnic, gendered and diverse being, and examines ways in which contextual factors influence the process of therapy. Special attention is given to feminist thought in family therapy and to developing sensitivity in working therapeutically with people belonging to diverse and marginalized groups.

**PREREQUISITE:** GMFT-7552 Survey of Family Therapy Theories

**GMFT-7563(3) Group Theory and Therapy** Group therapy theory is presented. Special attention is given to the examination of group processes, leadership functions, and member interactions. The use of group theory and therapy in the treatment of couples and families is explored. Experiential learning is extensively used.

**GMFT-7564(1) Selected Assessment Topics** This selection of courses presents concepts and skills useful to the practicing therapist in making clinical assessments and for consulting with allied clinical service providers. Specific assessment topics are presented, each in a 1 credit hour course format. No letter grade is given; only pass or fail. The topics are:

**1) Assessing Addiction in the Family** This course provides students with tools for assessing various types of addictions. Students learn how to recognize signs and symptoms of addictive processes in family members as well as in family systems. Students are exposed to treatment resources in the community and to various literature resources.

**2) Multiple Social Systems Interventions** This course presents concepts and methods appropriate for understanding multi-system treatment programs and working with clients where the systems are not coordinated.

**3) Legal Issues and the Family Therapist** This course presents the major ways in which legal systems impact upon clinical involvement with clients. This course introduces the student to the mandate, processes, and consequences of selected legal systems and the significance of these for the practice of family therapy.

**4) Standardized Assessment Procedures and Instruments** This course introduces the student to selected psychometric instruments commonly used by allied professions in the social service sector and to standardized family therapy assessment instruments. The student is also introduced to the concepts and methods associated with writing standardized reports.

**5) Post-Traumatic Stress Assessment** This course introduces the student to the impact of acute and chronic trauma on individuals, couples, families and social systems. Specific attention will be given to etiology, assessment and treatment from a biophysical systemic perspective.

**6) Working with Families and Serious Mental Illness (SMI)** This course reviews the history of family treatment in SMI treatment, the impact of SMI on the family, the needs of these families and finally new developments and best practices in this area. Registrants normally complete one practicum (or the equivalent) before registering for this course.

**GMFT-7565(1) Spirituality and Family Therapy** The goals of this course include training in opening a dialogue with individuals and families about spiritual issues, discerning when a referral may be appropriate, expanding an awareness of wisdom traditions through comparative religious material, and identifying from current practice many of the spiritual issues that arise in the clinical setting. No letter grade is given; only pass or fail.

**GMFT-7566(1) Psychopathology & Therapeutics** The purpose of this course is to introduce the student to the psycho-social, pharmacological and clinical concepts related to the current diagnostic classification system for psychopathology. The relevance of the classification system to the practice of marriage and family therapy underlies the topical content and theoretical focus of this course.

**PREREQUISITE:** GMFT-7581 Supervised Marriage and Family Therapy (can be taken concurrently)

**GMFT-7571(2) Abuse in the Family – Theory** This first part of the Abuse course offers an understanding of how trauma impacts on our clients at the level of their bodies, their cognitions, and their relationships within the life cycle. It also attends to how different ideas and theoretical perspectives about healing shape clients' and therapists' ability to learn how to cope in healthy ways. Included is attention to how culture, gender, spirituality and other beliefs shape our approaches to healing.

**PREREQUISITE:** GMFT-7552 Survey of Family Therapy Theories

**GMFT-7573(3) Family Reconstruction** With a better understanding of their family of origin through re-experiencing key events and learnings in their family history, participants gain new perspectives on past experience in order to change patterns that are no longer useful. This transformation creates room to discover and accept one's own personhood and the personhood of significant others. No letter grade is given; only pass or fail.

**GMFT-7576(2) Death in the Family** The course aims to provide the participants with insight into the dynamics of grief in response to change, loss and death. Students have the opportunity to develop the skills needed to work with individuals, families and groups. Participants are invited to process their own personal and professional experience with grief and loss.

**GMFT-7575(3) Family Therapy Plans and Interventions** This course teaches the development of systems-based treatment plans for family therapy clients. Special attention is given to interventions and techniques that are appropriate to such treatment plans.

**PREREQUISITE:** GMFT-7552(4) Survey of Family Therapy Theories

**GMFT-7577(1) Treating Relational Trauma** The focus is on practical application of the therapist's understanding of trauma to actual cases and working on the self of the therapist.

**RESTRICTIONS:** Students cannot receive credit in this if they already have standing in GMFT 7571 Abuse in the Family: Practice.

**PREREQUISITES:** GMFT-7571 Abuse in the Family - Theory and in or completion of GMFT-7581 Supervised Marriage and Family Therapy

### **GMFT-7598(3) Area II Directed Studies**

### **Area III- Human Development and Family Studies**

**GMFT-7569(3) Health, Aging and Work of Adulthood** This course examines the health and productive aspects of

adulthood along with their impact on personal and relational dynamics. Means of coping with illness, handicaps, physical changes with age, and types of workplaces and work histories are identified. The influences of gender, families and culture on the health, aging and work opportunities of individuals are identified. Consideration will be given to the roles of physical well-being and productive activities for personal identity and a sense of meaning. Limited attention will be given to implications for therapeutic interventions.

### **GMFT-7599(3) Area III Directed Studies**

### **Area IV - Professional Identity and Ethics**

**GMFT-7572(3) Marriage and Family Therapy as a Profession** This course gives attention to the interface between the practice of marriage and family therapy and other professions, family law, professional ethics, and managing the professional affairs of a practicing therapist.

### **Area V - Research**

**GMFT-7574(3) Family Therapy Research Methods** This course gives attention to concepts and methods used in marriage and family therapy research. The object of this course is to assist students with becoming informed and critical consumers of research in the marital and family therapy field.

### **Area VI - Supervised Clinical Training**

**GMFT-7581(6) Supervised Marriage and Family Therapy** The content of this course is the supervision of marriage and family therapy. Student will learn to use supervision for professional development and to learn basic skills of therapy (e.g. joining with clients, contracting for services, creating interventions, and planning terminations). Supervision will be provided through a one-way window as well as through recordings and transcriptions of clinical sessions. Cases are assigned at Aurora Family Therapy Centre. Students conduct **100** hours of therapy.

**RESTRICTIONS:** This is a screened course and a 'Screened Course Application' must be submitted. Students normally complete the Theory Certificate before registering for this course.

**GMFT-7582(6) Supervised Marriage and Family Therapy** The content of this course is the supervision of marriage and family therapy. The objects of the course will be to enable the student to more efficiently use the skills that were introduced in the first level of training and to add such other skills and concepts as are appropriate. Supervision will be provided through a one-way window as well as through recordings and transcriptions of clinical sessions. Cases are assigned at Aurora Family Therapy Centre or at an alternative approved clinical facility. Students conduct **120** hours of therapy.

**PREREQUISITES:** The student has successfully completed GMFT-7581 and been granted standing as a Masters student.

**RESTRICTIONS:** A 'Screened Course Application' must be submitted.

**GMFT-7583(6) Supervised Marriage and Family Therapy** The content of this course is the supervision of marriage and family therapy. The object of the course will be to enable the student to expand his/her range of interventions and therapy concepts while maintaining the skills learned in sections GMFT-7581 and GMFT-7582 of the supervised program. Supervision will be provided through a one-way window as well as through recordings and transcriptions of clinical sessions. Cases are assigned at Aurora Family Therapy

Centre or an alternative approved clinical facility. Students conduct **135** hours of therapy.

**PREREQUISITES:** The student has successfully completed courses GMFT-7581 and GMFT-7582.

**RESTRICTIONS:** A 'Screened Course Application' must be submitted.

#### **GMFT-7584(6) Supervised Marriage and Family Therapy**

The content of this course is the supervision of marriage and family therapy. The object of the course will be to assist the student with solidifying his/her grasp of the skills taught in the earlier sections of the supervised program while moving toward more autonomy when providing clinical services. Supervision will be provided through a one-way window as well as through recordings and case notes of clinical sessions. Cases are assigned at Aurora Family Therapy Centre or an alternative approved clinical facility. Students conduct **145** hours of therapy.

**PREREQUISITES:** The student has successfully completed courses GMFT-7581, GMFT-7582 and GMFT-7583.

**RESTRICTIONS:** A 'Screened Course Application' must be submitted.

### **Experimental Courses**

#### **GMFT-7591(6) Supervised Marriage and Family Therapy**

The content of this course is the supervision of marriage and family therapy. The student will learn to use supervision for professional development and learn the basic skills of therapy (e.g. joining with clients, contracting for services, creating interventions, and planning terminations). Supervision will be provided through live sessions, recordings and transcriptions of clinical sessions. Cases are assigned at Aurora Family Therapy Centre. Students conduct 100 hours of therapy.

**RESTRICTIONS:** 'Screened Course Application' must be submitted and approved. Students may not hold credit for this course and GMFT 7581.

#### **GMFT-7592(6) Supervised Marriage and Family Therapy**

The content of this course is the supervision of marriage and family therapy. The main objectives are to enable the student to use the skills that were introduced in the first level of training more efficiently, and to add other skills and

concepts as appropriate. Supervision will be provided through live sessions, recordings and transcriptions of clinical sessions. Cases are assigned at Aurora Family Therapy Centre or at an alternative approved clinical facility. Students conduct 120 hours of therapy.

**PREREQUISITES:** Successful completion of GMFT-7591 or 7581, or Program Director's permission

**RESTRICTIONS:** 'Screened Course Application' must be submitted and approved. Students may not hold credit for this course and GMFT 7582.

#### **GMFT-7593(6) Supervised Marriage and Family Therapy**

The content of this course is the supervision of marriage and family therapy. The main objectives are to enable the student to expand her/his range of interventions and therapy concepts while maintaining the skills learned in the previous levels of training. Supervision will be provided through live sessions, recordings and transcriptions of clinical sessions. Cases are assigned at Aurora Family Therapy Centre or an alternative approved clinical facility. Students conduct 135 hours of therapy.

**PREREQUISITES:** Successful completion of GMFT-7592 or 7582, or Program Director's permission

**RESTRICTIONS:** 'Screened Course Application' must be submitted and approved. Students may not hold credit for this course and GMFT 7583.

#### **GMFT-7594(6) Supervised Marriage and Family Therapy**

The content of this course is the supervision of marriage and family therapy. The main objectives are to assist the student with solidifying her/his grasp of the skills taught in the earlier levels of training while moving toward more autonomy when providing clinical services. Supervision will be provided through live sessions, recordings and transcriptions of clinical sessions. Cases are assigned at Aurora Family Therapy Centre or an alternative approved clinical facility. Students conduct 145 hours of therapy.

**PREREQUISITES:** Successful completion of GMFT-7593 or 7583, or Program Director's permission

**RESTRICTIONS:** 'Screened Course Application' must be submitted and approved. Students may not hold credit for this course and GMFT 7584.

# Master of Arts Peace and Conflict Studies (PACS)

Updated June 12, 2018

Chair - The University of Winnipeg – Dr. Eliakim M. Sibanda, professor; Chair – University of Manitoba – Dr. Adam Muller, professor, Associate Chair, Dr. Sean Byrne, professor; Associate Professors: Dr. J. Senehi, Dr. M. Flaherty; Assistant Professor Dr. Hamdesa Tuso

Primary Contact: University of Manitoba Faculty of Graduate Studies

This joint Master of Arts in Peace and Conflict Studies - offered by the University of Winnipeg in cooperation with the Arthur V. Mauro Centre for Peace and Justice at St. Paul's College at the University of Manitoba - encompasses analysis of social conflicts including the structural roots of social divisions and inequalities, as well as strategies for transforming conflict and promoting social justice. The program uses holistic and interdisciplinary approaches to prepare students to pursue independent research and practice in local, national and global and conflict dynamics and issues. The degree is offered with either a thesis option or a comprehensive examination. Students completing the Joint MA in Peace and Conflict Studies will receive a joint parchment, and may choose to participate in convocation at either of the two universities.

## Options in the Program of Study

### *Thesis Option*

A minimum of 18 credit hours of coursework, including:

- a. 12 credit hours in Core courses,
- b. 3 credit hours in research methods,
- c. 3 credit hours in an elective, and
- d. A thesis.

### *Course and Comprehensive Option*

A minimum of 30 credit hours of coursework, including:

- a. 12 credit hours in Core courses,
- b. 3 credit hours in Practicum,
- c. 3 credit hours in research methods,
- d. 12 credit hours in electives, and
- e. A comprehensive examination.

### *Core Courses*

GPCS 7010	Interpersonal Communication, Problem-Solving, and Trust-Building
GPCS 7020	Theories of Conflict and Conflict Resolution
GPCS 7110	International Human Rights and Human Security
GPCS 7120	Peacebuilding and Social Justice

### *Elective Courses*

GPCS 7126	Ethnic Conflict Analysis and Resolution
GPCS 7128	Storytelling: Identity, Power, and Transformation
GPCS 7122	Dispute Systems Design
GPCS 7124	Gender, Conflict and Peacemaking
GPCS 7240	Indigenous Approaches to Peacemaking
GPCS 7250	Restorative and Social Justice
GPCS 7260	Peace Education
GPCS 7300	Special Topics
GPCS 7500	Practicum
GPCS 7400	Special Topics 1: Directed Reading in Peace and Conflict Studies

## Admission requirements

Students must normally possess:

- a. A high academic standing in previous university work with a minimum grade point average of 3.0 or the equivalent based on the last 60 credit hours or two full years or equivalent of university study;
- b. A four-year honours or four-year baccalaureate degree, in:
  - 1) Peace and conflict studies, conflict analysis and resolution, conflict transformation, or peace studies; or
  - 2) A related discipline or profession, such as social work, education, or sociology, among others. In this instance, as part of their program requirements, applicants may be required to take additional courses;
- c. Proficiency in the English language at levels required by the Faculty of Graduate Studies.
- d. **Application Deadline: December 1 for enrollment in September**  
[http://umanitoba.ca/colleges/st\\_pauls/mauro\\_centre/peace\\_conflict/maprogram/apply.html](http://umanitoba.ca/colleges/st_pauls/mauro_centre/peace_conflict/maprogram/apply.html)

## Course Descriptions

**GPCS-7010(3) Interpersonal Communication, Problem-Solving and Trust-Building** Examines role of language and communication where theoretical and practice perspectives are fundamental to the field of conflict analysis and resolution/peace studies. Power, gender, culture in communication and conflict; theories, practical skills for problem-solving, and trust-building are explored in diverse milieus.

**GPCS-7020(3) Theories of Conflict and Conflict Resolution** Provides an overview of the theoretical foundations of conflict analysis and resolution examining macro and micro theories regarding the causes of conflicts and approaches to their resolution. Conflicts are complex on multiple interlocking planes. The course focuses on theory and the implications of these theories for practice.

**GPCS-7110(3) International Human Rights and Human Security** Examines the shift in focus from state security to people. Human security is a bridge between the inter-related fields of development, human rights and conflict resolution. The course explores how these efforts at exploring the human condition can best be understood and applied.

**GPCS-7120(3) Peace-building and Social Justice** Examines the role of peace-building in short term crisis intervention and longer term conflict transformation processes. Social justice is addressed at the systems level as it impacts the achievement of sustainable reconciliation. Crisis management in conflict settings, the root causes of conflict and its prevention are explored.

**GPCS-7122(3) Dispute Systems Design** Examines the role of conflict resolution within organizations and diverse settings (workplace, schools, communities, multiparty conflicts, international conflicts). The course focuses on analyzing how conflict is built into organizational structures and systems, and redesigning the system to produce effective human centred relations.

**GPCS-7124(3) Gender, Conflict and Peacemaking** Examines the role of gender in conflict and peacemaking in areas of armed conflict. Women tend to be impacted and respond to conflict in ways different from men. The course explores the theoretical and practical contributions women activists, peace researchers and educators have made toward understanding the role of gender.

**GPCS-7126(3) Ethnic Conflict Analysis and Resolution** Examines theories of ethnic conflict and the intervention methods used by states, international organizations and conflict resolution and peace practitioners to analyze, manage and resolve ethnic conflicts. Case studies are used to explain conflict analysis and resolution and peace-building.

**GPCS-7128(3) Storytelling: Identity, Power and Transformation** Examines the role of narrative and storytelling in conflict resolution, theory, research and practice. The relationship between language and power and destructive or constructive relationships is explored. The use of storytelling-based projects as a means of peacebuilding and community building are explored.

**GPCS-7240(3) Indigenous Approaches to Peacemaking** Examines indigenous models of peace-building from community level to national level. Emphasis is placed on restorative processes fundamental to cohesive relationships with others. This is achieved through ceremony, empathy,

compassion, conflict resolution and restoration part of the peace-building models of Indigenous peoples.

**GPCS-7250(3) Restorative and Social Justice** Examines the principles of restorative justice, the theoretical foundations of the restorative justice movement, and the development of new restorative justice programs. Restorative justice healing, re-integration and reconciliation are explored in a variety of contexts, including colonized and postcolonial indigenous communities.

**GPCS-7260(3) Peace Education** Examines the role of peace education as students seek to make sense of complicated and perilous events in their society. The course provides students with a background in the area of social justice, peace studies and conflict resolution.

**GPCS-7300(3) Special Topics** This course is designed for MA students in Peace and Conflict Studies. Course requirements including readings and assignments will be selected and developed by the Professor in conjunction with the students' interests.

**GPCS-7400(3) Special Topics 1: Directed Readings in Peace and Conflict Studies** This course is designed for MA students in Peace and Conflict Studies. Course requirements including readings and assignments will be selected and developed by the Professor in conjunction with the students' interests.

**GPCS-7500(3) Special Topics 2: Practicum** Students develop awareness of theoretical knowledge, practice skills and abilities necessary for intervention in community, group and organizational conflicts at a practicum site. Students integrate theory and experiential learning into practice to analyze the conflict, during the intervention, and post intervention reflection.

# MASTER OF PUBLIC ADMINISTRATION (POL / POLS)

Updated April 10, 2018

**Note:** The University of Manitoba department/program code POLS replaces the former code 019. Students cannot hold credit in POLS XXX0 and the former 019.XXX having the same course number (eg. POLS 3950 and 019.395).

Joint Discipline Committee:

Chair - The University of Manitoba  
Associate Chair - The University of Winnipeg

Dr. Karine Levasseur  
Dr. Malcolm Bird

This Master's program is offered jointly by the Department of Political Science of The University of Winnipeg and the Department of Political Studies of the University of Manitoba. Unless otherwise specified by particular agreements attached to its creation, the program is governed by the general procedures and regulations devised by the two universities for joint Master's programs.

The objective of the joint MPA program is to provide students, both full- and part-time, with a sound knowledge of public administration. The approach is interdisciplinary, although courses in Political Science/Political Studies are emphasized. The core program exposes all students to a common set of courses designed to encourage both innovative and integrative perspectives. An emphasis on public administration allows interested students to obtain knowledge of both the theory and the practice of government organizations, including knowledge of the political, economic, social and other contexts in which they operate. The program offers opportunities for specialization in a range of policy areas such as health care, human resource management, social welfare, aboriginal government, and organizational change. **This is a joint program with the University of Manitoba that is supervised by the Joint Discipline Committee (JDC)** consisting of members of the faculties of the University of Winnipeg and the University of Manitoba. The program is governed by the general procedures and regulations devised by the two universities for Joint Masters Programs.

## Admissions (Deadline January 15)

Applicants for admission to the program must be the following:

- a person holding a recognized 4-year General or Advanced Bachelor's degree (BA, BSc, BES, etc.) with a cumulative grade point average of 3.0 or better in the last two years (60 credit hours) of undergraduate coursework; or
- persons holding a recognized 4-year Honours Bachelor's degree (or equivalent) with a cumulative grade point average of 3.0 or better in the last 60 credit hours of coursework; or
- persons who do not hold an undergraduate degree, but who have attained positions of marked responsibility in either public or private sector management, and who have a demonstrated record of outstanding performance in their career. Admissions in this category will normally be restricted to one or two students per academic year.

Applicants are expected, but not required, to have some formal course background in public administration and economics. Each student is required, at the time of making application for admission to the program, to submit a statement of career objectives (approx. 200 words). Should the number of qualified applicants exceed the number of places available in the program, selection will be made on the basis of academic background and standing, work experience and career objectives.

**Students admitted prior to Fall 2017 should refer to the Academic Calendar for the year they began their program. An archive of past calendars can be found at: [http://umanitoba.ca/student/records/academiccalendar\\_archive.html](http://umanitoba.ca/student/records/academiccalendar_archive.html)**

## Program of Studies

In the program, all students complete 36 credits: 24 credits of core courses and 12 credits of elective courses. Of the 36 credits, students must complete 18 credits at the 7000 level. There is no thesis option; no transfer credits are accepted. Near the end of their program of study, students complete the Capstone Seminar and produce a major paper. Students must attain a cumulative grade point average of 3.0 in the whole program in order to graduate. Students are required to attain a grade point average of 3.0 in the core courses. Students who fail to attain this grade point average will normally be required to withdraw from the program. The minimum passing grade in any course in the MPA program is a C+. Students who fail to attain this grade may repeat the course (with permission of the JDC) or take an equivalent substitute course. Students who fail to attain a grade of C+ in more than 6 credit hours of courses (or equivalent) on more than one occasion are normally required to withdraw from the program. The maximum time length to complete the MPA Program is six years.

## Co-operative Education Option in Public Administration

Director: Dr. Malcolm Bird (The University of Winnipeg)

The Co-operative Education option in the Master of Public Administration program combines full-time academic study with the benefits of practical work experience, largely in the public sector. A full-time student who has completed one academic year in good academic standing will be eligible to engage in full-time employment. The program requires the successful completion of 2 work-terms of a minimum of 13 weeks each. The work terms provide students with practical experience, enriched knowledge in an area of policy specialization, industry-standard remuneration, and guidance in career choices.

## Application and Eligibility

Application for the co-operative education option in the Master of Public Administration (MPA) program is part of the normal application process for the MPA program as a whole. The co-operative education option is restricted to those who apply for full-time



study in the MPA. Students who are accepted into the MPA with a co-operative option must, in their first academic year, successfully complete two required non-credit courses in addition to their full-time academic course load.

### **Work Terms and Continuance**

On entry to the MPA program, applicants accepted for the co-op option must arrange their program with the Director of co-operative education in the MPA program and take part in a competitive job-matching process conducted in an Employers' Forum. Students who are eligible for co-op, but who are not matched with a co-op work term, will be able to continue in the regular MPA program. Co-op students who have successfully completed one full academic year of course work, and the required non-credit courses, and who have satisfied the MPA requirements for continuation in the program, will be eligible to engage in their first work term placement.

Each work term is a minimum 13 weeks duration and each work term carries 3 hours of course credit for which registration is required. Co-op students are considered to have full-time student status while engaged in a work term placement. Co-op students must successfully complete two work terms in addition to their academic program. Work terms are evaluated in terms for job performance and assigned written work (project or practicum). The final grade for each work term will employ the GPA scale which is used by the MPA program. The course and grade requirements (B average overall and no course less than C+) for the co-operative education option are those which govern the MPA program as a whole. If a co-op student fails to maintain these requirements, he or she will be permitted one make-up work term attempt. If a student fails to meet the requirements on the make-up attempt, he or she will be required to withdraw from the MPA program.

### **Co-operative Education Work Term Courses**

Students in the co-operative education option must take 6 credit hours from:

POLS 6500 Co-operative Education Work Term I

POLS 6510 Co-operative Education Work Term II

### **Core Courses (24 credit-hours)**

GPOL-7700(3) Theories and Issues in Public Administration

GPOL-7710(3) Public Policy Process and Issues

GPOL-7720(3) Governance and Administration

GPOL-7730(3) Principles of Public Finance for Policy Analysis

GPOL-7740(3) Quantitative Methods for Policy Analysis

GPOL-7750(3) Qualitative Methods and Communication for the Public Sector

GPOL-7760(3) MPA Capstone Seminar

GPOL-7770(3) Professional Development

### **Further Coursework**

With the approval of the Chair of the JDC, and other approval as may be required, courses may be chosen from the following list or from, for example, offerings in Economics, Geography, Management, Psychology, Sociology, etc.

POLS 7330(3) State-Civil Society Relations

POLS 7340(3) Canadian Government

POLS 7350(3) Canadian Democracy

POLS 7470 (3) Strategic Human Resource Management in Government

POLS 7720(6) Comparative Government

POLS 7550(3) Contemporary Issues in Canadian Politics

POLS 7610(3) Political Theory and Contemporary Issues

POLS 7910(6) Multivariate Research Methods

GPOL-7331(6) Directed Readings in Public Administration

GPOL-7335(3) Directed Readings in Public Administration

GPOL-7341(3) An Indigenous Approach to Program Evaluation: Theory & Practice

GPOL-7380(6) Special Topics Seminar in Public Administration

GPOL-7385(3) Special Topics in Public Administration

GPOL-7505(3) Politics of Urban Development

With the approval of the Chair of the JDC, and other approval as may be required, courses may be chosen from the above list (see "Further Coursework") or from, for example, offerings in Economics, Geography, Management, Psychology, Sociology, etc.

Course descriptions for 1000, 2000, 3000 and 4000-level courses offered at The University of Winnipeg may be found in the Political Science section of the Undergraduate Academic Calendar. Graduate (7000-level) courses are described here:

## **COURSE LISTINGS**

Please use the appropriate Timetable on the website to find out which courses will be offered in an upcoming term, or consult with the MPA Program Chair.

GPOL-7331(6) Directed Readings in Public Administration

GPOL-7335(3) Directed Readings in Public Administration

GPOL-7341(3) An Indigenous Approach to Program Evaluation: Theory & Practice

GPOL-7380(6) Special Topics Seminar in Public Administration

GPOL-7385(3) Special Topics in Public Administration

GPOL-7505(3) Politics of Urban Development

GPOL-7700(3) Theories and Issues in Public Administration

GPOL-7710(3) Public Policy Process and Issues

GPOL-7720(3) Governance and Administration

GPOL-7730(3) Principles of Public Finance for Policy

Analysis

GPOL-7740(3) Quantitative Methods for Policy Analysis

GPOL-7750(3) Qualitative Methods and Communication for the Public Sector

## COURSE DESCRIPTIONS

**GPOL-7331(6) DIRECTED READINGS IN PUBLIC ADMINISTRATION (D)** The program of reading and consultation will be arranged between the Instructor and the student, and if taken for credit toward the Master of Public Administration (MPA) program will need the consent of the Joint Discipline Committee of that program. The student will be required to write a major paper and take an oral examination with a second reader based on it.  
**PREREQUISITES:** Permission of the instructor and Department, and of the Joint Discipline Committee for the MPA if taken for program credit.

**GPOL-7335(3) DIRECTED READINGS IN PUBLIC ADMINISTRATION (D)** The course will consist of a program of reading and consultation arranged between the student and the instructor. The student will be required to write a paper and take an oral examination with a second reader based on it.  
**PREREQUISITES:** Permission of the instructor and Department, and of the Joint Discipline Committee for the MPA if taken for MPA program credit.

**GPOL-7341(3) AN INDIGENOUS APPROACH TO PROGRAM EVALUATION: THEORY & PRACTICE (S3)**  
This is an experiential learning course that introduces students to the purpose and practice of Indigenous evaluation, as well as some of the analytical tools used by evaluators, both Indigenous and mainstream. An Indigenous approach to evaluation is a strengths-based exercise. It is committed to respecting the community's values and traditional ways of knowing. Students will be given practical experiences in preparing data collection instruments, gathering data from program participants and other stakeholders, and interpreting the data. The course will also explore how an Indigenous approach to evaluation can be merged with the objectives of mainstream funders and other external stakeholders.  
**CROSS-LISTING:** GDP-7724(3)

**GPOL-7380(6) SPECIAL TOPICS SEMINAR IN PUBLIC ADMINISTRATION (S3)** The course will concentrate on a topic of primary relevance to students of public administration. Examples of such topics are the role of public bureaucracy in Canadian federalism; the regulatory process in Canada; the role of the Crown corporation; issue in health care policy; public administration in Manitoba; gender and public policy. The course may be repeated for credit when topic varies.

**GPOL-7385(3) SPECIAL TOPICS IN PUBLIC ADMINISTRATION (S3)** The course concentrates on a topic of primary relevance to students of public administration. Examples of such topics are the role of public bureaucracy in Canadian federalism, the regulatory process in Canada, the role of Crown corporations, issues in health care policy, public administration in Manitoba, and gender and public policy. The course may be repeated for credit when the topic varies.

**GPOL-7505(3) POLITICS OF URBAN DEVELOPMENT (S3)**  
Urban development, understood as the growth and change of the urban built form and environment, has a tremendous impact on the lives and livelihoods of residents who reside in urban areas. As a result, urban development and planning is one of the most important policy areas for municipal government, and a significant source of political conflict at the local level. This course compares and contrasts the politics of urban development in cities in North America and abroad, by

examining the forces (actors, institutions, and the economy) that shape the development and planning policies of cities.  
**RESTRICTIONS:** Students may not receive credit for both this course and POL-4505(3) or the former POL-4334(6) or GPOL-7335(6).

**GPOL-7700(3) THEORIES AND ISSUES IN PUBLIC ADMINISTRATION (S3)** Integrating theory and practice helps to better understand the challenges facing public administration. Topics covered include changing approaches to management, human resource and financial management, reporting, accountability, citizen engagement, and network governance.

**GPOL-7710(3) PUBLIC POLICY PROCESS AND ISSUES (S3)** An introduction to the idea of policy analysis, including key foundational concepts and significant theories, models, and approaches; how and why the policy process operates as it does (empirical) and how and why some think it should operate (normative); and specific policy issues.

**GPOL-7720(3) GOVERNANCE AND ADMINISTRATION (S3)** An introduction to theories of organization and bureaucracy linked to administrative practices in the public sector. Governance models (Traditional Public Administration, New Public Management, Multi-level Governance) in the Canadian, provincial, and local context are explored.

**GPOL-7730(3) PRINCIPLES OF PUBLIC FINANCE FOR POLICY ANALYSIS (S3)** An introduction to basic economic theories and tools used in public sector economics, which may include the economics/politics of taxing policies, externalities, theories of intergovernmental grants, major Canadian government spending programs, and new developments.

**GPOL-7740(3) QUANTITATIVE METHODS FOR POLICY ANALYSIS (S3)** An introduction to quantitative methods, including research design, data collection techniques and tools, basic statistical analysis, tests of statistical significance, contingency tables, multiple regression; with an emphasis on reading tables and graphs and understanding statistical assumptions.

**GPOL-7750(3) QUALITATIVE METHODS AND COMMUNICATION FOR THE PUBLIC SECTOR (S3)**  
Communication coupled with an understanding of qualitative research approaches are key to success in public administration. Topics include research design, policy research, referencing, evaluating writing and research, and presenting for results.

**GPOL-7760(3) MPA CAPSTONE SEMINAR (S3)** Students pursue individual supervised projects that allow them to integrate theory and practice in an original topic in public administration and/or public policy, drawing on their skills and knowledge gained throughout the program. These projects will be presented in a semester-end colloquium.

**GPOL-7770(3) PROFESSIONAL DEVELOPMENT (S3)**  
Students will build employment-related skills such as interpersonal communications, presentation, leadership, career development, and software-related expertise. They will bridge theory and practice through participation and reflection in community events and workshops.

# JOINT MASTER OF ARTS RELIGION (REL / RLGN)

Updated March 12, 2018

**Note: This is a joint program with the University of Manitoba**

The University of Winnipeg

Graduate Chair: Assistant Professor W. R. Dickson; Professors: P. Day, J. Barter, M. Ruml, A. Walker-Jones;  
Associate Professors: C. Colorado (Department Chair), J. Newmark; Assistant Professors: L. Szekely, S. Balkwill.

The University of Manitoba

Graduate Chair: Associate Professor K. MacKendrick; Professors: D. McCance, I. Whicher (Department Head); Associate Professors: E. Alexandrin, D. Drewes, J. Lewis, H. Marx; Assistant Professors: D. Dubois

The Department of Religion & Culture at The University of Winnipeg and the Department of Religion at the University of Manitoba offer a joint Master of Arts program (JMP) in Religion. The JMP in Religion prepares students to undertake advanced study in the interdisciplinary field of religious studies. There are two streams within the JMP in Religion: the Thesis MA and the Course MA. Students completing the Joint MA Program in Religion will receive a joint parchment and may choose to convocate from either of the participating universities. Two types of programs are available:

**Thesis Option:** a minimum of 12 credit hours of course work including:

- a) Major Course - a minimum of 6 credit hours at the 7000-level.
- b) Ancillary course - a minimum of 6 credit hours at the 7000-level, 5000(UW)/4000(UM) or, in special cases, at the 3000-level.
- c) A thesis.

**Course Option:** a minimum of 24 credit hours beyond the level required for admissions to the MA, with at least 6 credit hours to be ordinarily taken from each of the two Departments involved in the Joint Masters Program (JMP) in Religion, at least 18 credit hours to be taken at the 7000-level, and at least 18 credit hours to be taken in Religion. Students may take 6 credit hours at the 5000(UW)/4000(UM) level or in exceptional circumstances at the 3000-level, and this is usually chosen from an extra-departmental field or ancillary. Students can, however, elect to take all 24 credit hours from within the two Departments of the JMP in Religion. Students in the course option must demonstrate competence in a breadth of areas within the study of religion. Students in the course stream will consult the Graduate Chairs to develop a program of study.

**Language Requirement:** In both programs the student is required to demonstrate reading knowledge of a second language. In the Thesis Option program, this reading knowledge normally must be demonstrated before the thesis proposal is reviewed.

**Methodology Requirement:** Students must have 6 credit hours in Methodology from a recognized university or college. A student who does not have this training in methodology will be required to take 6 credits in methodology in addition to normal credit hours required for their program.

Note: University of Winnipeg Religion and Culture graduate level courses carry a "GREL" prefix; University of Manitoba Religion courses bear an "RLGN" prefix.

## COURSE OFFERINGS

The following list of seminar courses represents areas in which the Department offers graduate courses. Topics covered in individual courses vary from year to year. For information on current topics, please consult the Graduate Chair.

GREL-7101(6) or RLGN 7040	Seminar in Biblical Religions
GREL-7201(6) or RLGN 7050	Seminar in History of Christian Thought
GREL-7301(6) or RLGN 7000	Seminar in the History of Religions
GREL-7501(6) or RLGN 7010	Seminar in Religion and Culture
GREL-7701(6) or RLGN 7060	Seminar in Comparative Religion
GREL-7801(6) or RLGN 7070	Seminar in Religion in the Modern World
GREL-7901(3) or RLGN 7020	Special Topics I
GREL-7902(3) or RLGN 7030	Special Topics II

## Admission Requirements

The following are eligible to apply for admission to the program:

- Graduates of the University of Manitoba holding a Honours BA degree in Religion;
- Graduates of The University of Winnipeg holding an Honours or a 4-Year BA in Religion & Culture (Religious Studies);
- Students who hold degrees equivalent to the Honours BA in Religion from other recognized universities or colleges;
- Students who have completed a recognized pre-Master's program in Religion.
- Honours BA graduates in other disciplines with a strong background in Religion. (Such students may be admitted at the pre-Master's level and/or required to complete a program of study to bring them up to the level of a Honours BA degree in Religion.)

Students who have courses with equivalent content or cognate courses in recognized departments or faculties other than Religion or Religious Studies may be given credit for up to 12 credit hours towards admission. To be eligible for admission, applicants must have achieved a cumulative grade point average of at least 3.0 (on a 4.0 point scale) in their last 60 credit hours of study and they must have completed a total of 60 credit hours in Religion. Breadth in preparation is expected as indicated by the description of the Honours or the 4-Year BA in Religion & Culture in the UW Calendar or the Honours BA in Religion in the UM Calendar.

Please consult the Departmental websites regarding areas of research interest of individual faculty.

**NOTE:**

**Regulations in the Joint Master of Arts Program in Religion are currently undergoing a review.**

# MASTER OF ARTS (Theology)

Updated April 23, 2018

Please note that at this time the UCTS is no longer accepting applications to this program.

**Graduate Program Committee Chair:** Arthur Walker-Jones **Professors:** Zbigniew Izydorczyk **Associate Professor:** Kathleen Venema **Adjunct Faculty:** Michael Gilmour and Loraine MacKenzie Shepherd

## DEGREES/PROGRAMS OFFERED M.A.

The Master of Arts (Theology): Bible and Culture is a two-year graduate program for those preparing to do doctoral work in Biblical or Cultural Studies, or anyone interested in sustained, critical reflection on the political, economic, social, and scientific intersections between the Bible and contemporary local and global cultures.

Students will develop their ability to:

1. Demonstrate in written and oral communication an advanced critical understanding of the academic study of Bible and Culture.
2. Do extensive academic research and writing using cultural criticism and related critical methodologies.

Further information on the Master of Arts (Theology): Bible and Culture program may be found at

[www.uwinnipeg.ca/theology/index.html](http://www.uwinnipeg.ca/theology/index.html)

## REQUIREMENTS FOR THE M.A. (THEOLOGY) BIBLE AND CULTURE

### ADMISSION REQUIREMENT

Applications for the MA (Theology): Bible and Culture program are reviewed by its Graduate Program Committee. The Faculty of Graduate Studies admits students to the program based on the recommendation of the Program Committee. Admission decisions are not subject to appeal or reconsideration.

Applicants should have an Honours or four-year BA in a cognate discipline such as Anthropology, Art History, English, History, Politics, Religion and Culture, Rhetoric and Communication, Sociology, or Women and Gender Studies with an overall GPA of 3.0, and a minimum of 30 credit hours with a GPA of 3.5 in a cognate discipline or disciplines.

The Program Committee may require applicants to take a qualifying program of up to twelve hours of specified undergraduate courses, if they do not have adequate background for the degree. Especially important for Bible and Culture would be ENGL-4110.6 Critical Theory and REL-1003(6) Exploring Religion: the Bible, if applicants have not had these courses.

Applicants for whom English is an additional language require a minimum TOEFL iBT score of 100, with a score of at least 22 on the writing and speaking components, or an IELTS score of 7.5.

Applicants should provide a completed application form, official transcripts, two letters of recommendation from former professors, an academic writing sample, a letter of intent, and, if applicable, an academic resume showing grants, awards, and publications. Anyone who qualifies is welcome to enter the program regardless of religious affiliation or faith stance.

Information on the University of Winnipeg's English Language Proficiency requirements can be found here:

<http://www.uwinnipeg.ca/future-student/international/lang-req.html>

### APPLICATION DEADLINE AND PROCEDURE

The deadline for applications is February 1st. The application may be found at: <http://www.uwinnipeg.ca/theology/docs/app-matheo-withref.pdf>

Completed application forms should be submitted to:

Graduate Studies Admissions Office  
Graduate Studies Enrolment and Budget Officer  
The University of Winnipeg  
1BC10A-515 Portage Avenue  
Winnipeg, Manitoba R3B 2E9  
phone: 204.786.9309  
fax: 204.774.4134  
email: [d.habtemariam@uwinnipeg.ca](mailto:d.habtemariam@uwinnipeg.ca)

## PROGRAM REQUIREMENTS

Students may be enrolled in the program either part-time or full-time. The program may be completed in two years full-time, or four years part-time. The maximum time allowed to complete the program is six years.

Upon entry into the program, students will meet with the Graduate Chair who will guide them in choosing their course of study. Questions regarding program requirements may be sent to: Arthur Walker-Jones [a.walker-jones@uwinnipeg.ca](mailto:a.walker-jones@uwinnipeg.ca)

**SECOND LANGUAGE REQUIREMENT:** None unless an additional Modern language is required for your Thesis.

EXPECTED TIME TO GRADUATE: 2 years

MAXIMUM TIME REQUIRED TO GRADUATE: 6 years

### Required Courses (21 credit hours)

GTHEO 7200/3	Introduction to Theology
GTHEO 7100/3	Introduction to Scripture I
GTHEO 7101/3	Introduction to Scripture II
GTHEO 7201/3	Survey of Christian History
GENG 7103/3	Research Methods and Practice

### AND EITHER

GTHEO 7181/3	Introductory Hebrew
GTHEO 7182/3	Introductory Hebrew II

### OR

GTHEO-7183/3	Introductory Greek
GTHEO-7184/3	Introductory Greek II

### Electives (15 hours with at least 9 hours in Cultural Studies)

GENG 7112/3 or 7113/6	Topics in Cultural Theory
GENG 7160/3 and 7161/6	Topics in Cultures of Childhood
GENG 7901/3 and 7902/6	Topics in Genders, Sexualities, and Cultures
GENG 7740/3 and 7741/6	Topics in Local, National, and Global Cultures
GENG 7811/3 and 7812/6	Topics in Manuscript, Print, and Digital Cultures
GENG 7820/3 and 7821/6	Topics in Visual Cultures
GENG 7122/3 and 7131/6	Special Studies in Cultural Theories and Practices
GTHEO 7115/6	Hebrew Exegesis
GTHEO 7117/6	Greek Exegesis
GTHEO 7140/3	Biblical Theology
GTHEO 7145/3	Biblical Hermeneutics
GTHEO 7155/3	Topics in New Testament Studies
GTHEO 7156/3	Topics in Hebrew Bible
GTHEO 7158/3	Topics in Scripture Studies
GTHEO 7173/3	Directed Study in Biblical Studies
GTHEO 7277/3	Indigenous Christian Encounter
GTHEO 7240/3	Christian Ethics
GTHEO 7259/3	Theology and Popular Culture

### Thesis (12 hours)

GTHEO 7690/3	Thesis Seminar
GTHEO 7691/9	Thesis

## COURSE DESCRIPTIONS

### Core courses

### Biblical Studies

**GTHEO-7100 Introduction to Scripture I** An introduction to the literature of the Christian Old Testament and Jewish TaNaK in English and to the range of methods in contemporary biblical scholarship. This course is a prerequisite for most biblical studies courses. Formerly: GTHEO-5100 The Old Testament and Its Modern Interpreters and GTHEO-5100 Introduction to Scripture I. Students may not receive credit more than once for GTHEO-5100 or GTHEO-7100.

**GTHEO-7101 Introduction to Scripture II** An introduction to the literature of the Christian New Testament and to the range of methods in contemporary biblical scholarship. This course is a prerequisite for most biblical studies courses. Formerly: GTHEO-5101 The New Testament and Its Modern Interpreters and GTHEO-5101 Introduction to Scripture I.

Students may not receive credit more than once for GTHEO-5101 or GTHEO-7101.

**GTHEO-7115 Hebrew Exegesis** Reading and exegesis of selected biblical passages in Hebrew. May focus on the interpretation of a particular book.

**Prerequisite: 6 credit hours of introductory Hebrew.** GTHEO-6114 /6 or GTHEO-6114 /3 & GTHEO-6115 /3 or GTHEO-7181 & GTHEO-7182.

**GTHEO-7117 Greek Exegesis** Reading and exegesis of selected New Testament passages in Greek. May focus on the interpretation of a particular book.

**Prerequisite: 6 credit hours of introductory Greek** GTHEO-6116 /6 or GTHEO-6116 /3 & GTHEO-6117 /3 or GTHEO-7183 & GTHEO-7184.

**GTHEO-7140 Biblical Theology** An introduction to the sub-discipline of biblical studies that seeks to relate the results of biblical scholarship to church and society.

**Prerequisite:** GTHEO-5100 or GTHEO-7100 and GTHEO-5101 or GTHEO-7101.

**GTHEO-7145 Biblical Hermeneutics** Contemporary literary hermeneutics with particular attention to the ethics of biblical interpretation in local and global contexts.

Formerly: GTHEO-5111 Biblical Hermeneutics

Students may not receive credit for both GTHEO-7145 and GTHEO-5111

**Prerequisite:** GTHEO-5100 or GTHEO-7100 and GTHEO-5101 or GTHEO-7101.

**GTHEO-7155 Topics in New Testament Studies** A course designed to focus on a particular issue or topic in the study of the Christian New Testament. This course can be taken more than once with different content.

Formerly: GTHEO-7155 Issues in New Testament Study

**Prerequisite:** GTHEO-5101 or GTHEO-7101.

**GTHEO-7156 Topics in Hebrew Bible Studies** A course designed to focus on a particular issue or topic in the study of the Hebrew Bible. This course can be taken more than once with different content.

Formerly: GTHEO-7156 Issues in Old Testament Study

**Prerequisite:** GTHEO-5100 or GTHEO-7100.

**GTHEO-7158 Topics in Scripture Studies** A course designed to focus on a topic or topics that span Christian and Jewish Scriptures, or the Scriptures of several faith communities.

This course can be taken more than once with different content.

**Prerequisite:** GTHEO-5100 or GTHEO-7100 and GTHEO-5101 or GTHEO-7101.

**GTHEO-7173 Directed Study in Biblical Studies** A study directed by a professor in The United Centre for Theological Studies.

Formerly: GTHEO-7153 Directed Study in Biblical Studies

**Prerequisite:** GTHEO-5100 or GTHEO-7100 and GTHEO-5101 or GTHEO-7101.

**GTHEO-7181 Introductory Hebrew** An introduction to the use of Hebrew for biblical interpretation with an emphasis on exegetical methods and the use of scholarly tools.

Formerly: GTHEO-6114 Introductory Hebrew

**GTHEO-7182 Introductory Hebrew II** A continuation of Introductory Hebrew.

Formerly: GTHEO-6115 Introductory Hebrew II

**Prerequisite:** GTHEO-6114 or GTHEO-7181

**GTHEO-7183 Introductory Greek** An introduction to the use of Greek for biblical interpretation with an emphasis on exegetical methods and the use of scholarly tools.

Formerly: GTHEO-6116 Introductory Greek

**GTHEO-7184 Introductory Greek II** A continuation of Introductory Greek Formerly: GTHEO-6117 Introductory Greek II

**Prerequisite:** GTHEO-6116 or GTHEO-7183

## Theology and Church History

**GTHEO-7200 Introduction to Theology** An introduction to the task and methods of theological thought in Christian churches. The major teachings of Christian theologians and churches will be examined. Formerly: GTHEO-5230 Introduction to Theology.

Students may not receive credit for both GTHEO-5230 & GTHEO-7200

**GTHEO-7201 Survey of Christian History** A survey of the histories of Christianities from the present time to the 2nd century CE. Formerly: GTHEO-5210 Survey of Church History & GTHEO 5210 Survey of Christian History I. Students may not receive credit more than once for GTHEO-5210 or GTHEO 7201.

**GTHEO-7240 Christian Ethics** An examination of the pivotal issues of ethics, and an introduction to the ways Christian thinkers have responded to these issues.

**GTHEO-7259 Theology and Popular Culture** A critical exploration of the arts, literature, and popular media for the purposes of theological reflection. Particular topics may vary from course to course. Formerly: GTHEO-7259 Ministry and Imagination

**GTHEO-7275 Studies in Peace and Justice** In this course there will be a review of selected literature and an examination of issues related to peace and justice.

**GTHEO-7277 Contextual Theologies: Indigenous Christian Encounter** This course is an introduction to the encounter between Christianity and religious traditions of the indigenous peoples of the Turtle Island from the time of first contact to the present. Special attention is given to the encounters of Anishinaabe, Cree, Métis and Dakota traditions with various expressions of Christianity, Constructing a contextual theology that serves as a resource for the mutual healing of all our relations is an important goal of this course. **Formerly: GTHEO-7277 Local Theologies.**

**GTHEO-7280 Directed Study or Project in Theology and Church History** A study or project directed by a professor in The United Centre for Theological Studies.

**GTHEO-7690 Thesis Seminar** This seminar helps prepare participants for the research and writing of a graduate thesis. Participants will receive feedback in a mutually supportive environment as they prepare a thesis proposal for approval by the faculty of the United Centre for Theological Studies.

GTHEO-7691 - Thesis One year, or three terms, of supervised Thesis writing. The equivalent to of 9 credit hours or three courses. If the Thesis is not complete within three terms the student must register for an Annual Thesis Extension.

GRADUATE STUDIES  
**OTHER PROGRAMS**

Updated May 30, 2018

**1. Professional, Applied, and Continuing Education (PACE)**

- a. Higher Education Teaching Certificate

**2. Institutes, Centres and Chairs**

- a. Aurora Family Therapy Centre  
b. Canada Research Chairs and Chancellor's Research Chairs  
c. Business Chair of Co-operative Enterprises  
d. H. Sanford Centre for Canadian History  
e. Centre for Cultural Studies  
f. Centre for Forest Interdisciplinary Research  
g. The University of Winnipeg Global College  
h. Heads Up Concussion Institute  
i. Centre for the Liberal Arts and Secular Society  
j. Oral History Centre  
k. Prairie Climate Centre  
l. The University of Winnipeg Richardson College for the Environment  
m. Centre for Rupert's Land Studies  
n. Winnipeg Institute for Theoretical Physics  
o. Institute of Urban Studies  
p. The Institute for Women's and Gender Studies  
q. The Centre for Research in Young People's Texts and Cultures

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**1. Professional, Applied, and Continuing Education (PACE)**

PACE offers a wide range of applied certificate and diploma programs that enhance professional development and employment opportunities.

**a. Higher Education Teaching Certificate (HETC)**

The Higher Education Teaching Certificate (HETC) will prepare Graduate students for teaching responsibilities they may undertake during and/or post-degree. This program is intended to be an introduction to the teaching culture of Academia. It will also be useful for undergraduate students enrolled in Honors programs, and others for whom communication and presentation skills are important.

The HETC program has the following objectives:

- To introduce graduate students to the theory and practice of higher education pedagogy, including preparation, presentation, interaction and evaluation skills - and in particular, to support graduate students in their teaching experiences in the university setting
- To introduce graduate students to the skills needed for preparation of a learned paper for presentation in a class, to a research peer group, and to a conference audience
- To introduce and support students through the thesis defense process
- To give program participants the opportunity to develop their teaching and presentation skills in a supervised and collegial atmosphere and

This program consists of the following 3 – 18 hour courses:

1. Planning and Preparing to Teach: Topics will include, but are not limited to: preparation of a course syllabus, including the development of course objectives or course outcomes; preparation for teaching a course; philosophy of teaching and learning; evaluation; creating an assessment rubric; defending your assessment decisions; and issues related to course delivery. As part of this course, participants will prepare a Teaching Dossier and Curriculum Vitae.
2. Teaching and Presenting in an Academic Setting: Participants will have an opportunity to develop and practice oral communication skills. They will learn how to structure and deliver presentations, facilitate a seminar, and use interpersonal skills to respond effectively to other people. The goal is to increase participants' confidence and competence as communicators.



3. Practicum: students create a plan to attend and engage in the following teaching and learning experiences: discipline-related workshops, conferences and/or departmental meetings/events. In addition, students arrange to participate in a supervised teaching experience of at least 9 hours involving classroom, seminar and/or lecture classes. The Practicum plan includes input and monitoring from the Practicum Supervisor

## 2. Research Institutes, Centres and Chairs

### a. Aurora Family Therapy Centre

Aurora Family Therapy Centre is a United Way of Winnipeg Agency Partner located on The University of Winnipeg campus where students in the Masters of Marriage and Family Therapy Program complete the majority of their supervised clinical practice. Aurora offers therapy to families, couples and individuals from the general community on a sliding scale, seeking to promote interpersonal and personal well-being in clients, while nurturing the development of well-informed family therapists who will care for families and promote hope, caring and creativity wherever they serve. Aurora staff and therapists also see hundreds of people each week in our Newcomer Community Development Program and have special programming for families of murdered and missing loved ones. For more information on the centre, please visit <http://www.aurorafamilytherapy.com>.

### b. Canada Research Chairs and Chancellor's Research Chairs

The Canada Research Chairs program stands at the centre of a national strategy to make Canada one of the world's top countries for research and development. Chairholders aim to achieve research excellence in natural sciences, engineering, health sciences, humanities, and social sciences. The University of Winnipeg continues to seek outstanding leaders who will create new synergies among researchers and across traditional disciplinary boundaries, and who push for innovation and research excellence. Currently, The University of Winnipeg has an allocation of seven Canada Research Chairs, including

Dr. Ryan Bullock, Canada Research Chair in Human-Environment Interactions (awarded 2017);  
Dr. Angela Failler, Canada Research Chair in Culture and Public Memory (awarded 2016);  
Dr. Jeffrey Martin, Canada Research Chair in Fundamental Symmetries in Subatomic Physics (awarded 2011);  
Dr. Christopher Wiebe, Canada Research Chair in Quantum Materials Discovery (awarded 2012, renewed 2017); and  
Dr. Charles Wong, Canada Research Chair in Ecotoxicology (awarded 2008, renewed 2013)

Past Canada Research Chairs:

Dr. Jennifer Brown, Canada Research Chair in Aboriginal Peoples and Histories (2004-2011);  
Dr. Tom Carter, Canada Research Chair in Urban Change and Adaptation (2003-2010);  
Dr. Evelyn Peters, Canada Research Chair in Inner-City Issues, Community Learning and Engagement (2010-2017);  
Dr. Mavis Reimer, Canada Research Chair in the Culture of Childhood (awarded 2005-2015);  
Dr. Dawn Sutherland, Canada Research Chair in Science Education in Cultural Contexts (awarded 2006-2016); and  
Dr. Jacques Tardif, Canada Research Chair in Dendrochronology (2002-2012)

The University of Winnipeg Chancellor's Research Chair is intended to encourage and sustain a high level of scholarly activity by faculty who have made, and will continue to make, exceptional contributions to research in their field. There are currently three University of Winnipeg Chancellor's Research Chairs:

Dr. Kevin Walby, Department of Criminal Justice (awarded 2015);  
Dr. Renée Douville, Department of Biology (awarded 2016); and  
Dr. Delia Gavrus, Department of History (awarded 2017).

Past University of Winnipeg Chancellor's Research Chairs:

Dr. Craig Willis, Department of Biology (2011-14); and  
Dr. Angela Failler, Department of Women's and Gender Studies (2012-2015);  
Dr. Melanie Martin, Department of Physics (2013-2016); and  
Dr. Bruno Silvestre, Department of Business and Administration (2014-2016)

### c. Business Chair of Co-operative Enterprises

The Business Chair of Co-operative Enterprises advances the education and research into co-operatives and credit unions. Established in 2013 with the support of the provincial government, co-operatives, credit unions, and community development groups the Business Chair of Co-operative Enterprises promotes the social and economic role of co-operative businesses. The Business Chair of Co-operative Enterprises is part of the Faculty of Business and Economics and The University of Winnipeg.

### d. Sanford Riley Centre for Canadian History

The Riley Centre brings together into one location associations and organizations committed to researching the history of Canada. All the groups involved strive to share their knowledge of Canadian history with other groups, academic colleagues, as well as community and high school audiences. Located in Bryce Hall, the centre is named after former University Chancellor H. Sanford Riley in recognition of his many contributions to the centre and his long standing, active interest in Canadian history. For further details, please visit <https://www.uwinnipeg.ca/riley-centre/index.html>

### e. Centre for Research in Cultural Studies (CRiCS)

Cultural Studies engages with pressing issues of local and global consequence and is at the forefront of developing critical understandings of the social and political dynamics of contemporary culture, including forms of conflict and reconciliation.

Established in 2017, the Centre for Research in Cultural Studies (CRiCS) enhances UWinnipeg's ability to highlight these engagements and functions as a hub for interdisciplinary collaboration between students, faculty, and community research partners.

CRiCS increases research capacity on campus by providing a context for developing methods and tools for Cultural Studies research, supporting the program of the Canada Research Chair in Culture and Public Memory, and connecting student Research Assistants, Research Associates, Visiting Scholars, and Postdoctoral Fellows to the projects of the Centre. CRiCS aims to build sustainable, socially relevant research programs and raise the national and international profile of UW as an outstanding place to do Cultural Studies research.

The Centre features:

- A Collaborative Research and Knowledge Mobilization Lab used for workshops, cultural production, curatorial design and display, other forms of research creation, in-person meetings, and teleconferencing
- A connected workspace for Research Assistants
- A shared office for the Centre's Research Coordinator
- An office space for the Centre Director
- A resource room
- An interview and data storage room
- An office space for visiting scholars and postdoctoral fellows

For more information, find us here: <https://www.uwinnipeg.ca/crics/>

**f. Centre for Forest Interdisciplinary Research (C-FIR)**

C-FIR is a research centre at The University of Winnipeg dedicated to the development of interdisciplinary research, education, and training in the areas of forestry, forest ecosystems, forest values and the human uses of forests. The intent is to assist all forest stakeholders to reach the goals of ecosystems-based forest management. C-FIR focuses on understanding the evolution of today's forests, the current conditions of the region's forests, the values of the public and special interest stakeholders for the forest, and using past and present information to assist in understanding future changes and impacts to the region's forests.

**g. The University of Winnipeg Global College**

The University of Winnipeg Global College fosters global citizenship and engagement in human rights through interdisciplinary teaching, research, dialogue, and action in local and global communities. The college coordinates a BA in Human Rights and an MA in Peace and Conflict Studies (joint program with the University of Manitoba). These programs combine classroom study with opportunities for experiential learning in practicum placements and field courses in Canada and around the world.

Faculty members drawn from throughout the university lead the Global College institutes that enhance interdisciplinary research and collaboration with civil society partner organizations. Student engagement is facilitated through the Global College Student Advisory Council, which organizes a wide range of activities each year.

For more information on the breadth of interdisciplinary academic and community learning opportunities at Global College, please visit <http://globalcollege.uwinnipeg.ca>

**h. Heads Up Concussion Institute**

The Heads Up Concussion Institute was established in June 2012 and is sponsored by The University of Winnipeg. It is housed within the Gupta Faculty of Kinesiology and Applied Health. The purpose is to provide optimal prevention, education, monitoring, treatment and research of concussions.

The institute fosters leading edge research in the area of concussion in sport. It also organizes awareness and education programs and hosts events, often in collaboration with the medical and sports communities. Testing, consultation and referral services are offered to those suffering from concussion symptoms. In doing its work, the institute draws upon the resources at the University of Winnipeg including faculty members from Kinesiology; Biology; Sociology and Psychology departments among others as well as the Athletic Therapy program, the Athletic Therapy Clinic and the Health and Wellness Centre.

**i. Centre for the Liberal Arts and Secular Society (CLASS)**

This research institute comprises University of Winnipeg faculty and students engaged in interdisciplinary research concerning secularism and secularization within the liberal arts. The purpose of the centre is to engage in research focused on issues of the liberal arts in secular society. While traditional views on secularism and secularization have focused on the decline of religious adherence and a differentiation between spheres—most typically, the public (areligious) versus the private—interdisciplinary scholarship in the last decade has emerged that suggests that the secular is not simply a neutral, areligious space.

**j. Oral History Centre**

The Oral History Centre at The University of Winnipeg is a national leader and global innovator in developing excellence in oral history teaching, research and collaborative community development. Under the leadership of Nolan Reilly (director emeritus) and Alexander Freund (director) and Janis Thiessen (Associate Director), the Oral History Centre promotes oral history as a means of democratizing history and thus of working towards social justice and human rights in a globalizing world.

Established in 2012 through approval by the University of Winnipeg Senate and the University of Winnipeg Board of Regents, the OHC serves as a hub for University of Winnipeg faculty and students and Manitoba's diverse communities to collaboratively learn about the practice and theory of oral history, to work together on projects and to develop new ways of using oral history to

improve the quality of life for diverse communities. Located in Bryce Hall, the OHC is an innovative and dynamic component of the University's H. Sanford Riley Centre for Canadian History. The Oral History Centre...

- provides the opportunity for students, academics, researchers, archivists, and community members to become members of the OHC.
- provides resources such as professional oral history training, equipment, studios, lab workstations and technical support for oral history projects.
- promotes analysis and integration of oral history into academic research and teaching, public policy, art, and creative community development.
- serves as a virtual and real meeting place for oral historians from the community and around the world.
- offers a program of local and international conferences, lecture series, workshops, and other events.
- develops innovative digital audio and video tools for oral history research, archiving, and dissemination.

The Oral History Centre supports the University's vision and priorities of accessibility, community outreach, and capacity building. It strengthens the University's research capacities and moves research, teaching, and community building forward through university-community and interdisciplinary collaboration. For more information on the Oral History Centre, please visit [www.oralhistorycentre.ca](http://www.oralhistorycentre.ca).

**k. Prairie Climate Centre**

The Prairie Climate Centre (PCC; [prairieclimatecentre.ca](http://prairieclimatecentre.ca)) is a collaboration of the University of Winnipeg and the International Institute for Sustainable Development (IISD). Established in 2016, the centre supports regionally-focused research, communication strategies, and policy development related to climate change adaptation and mitigation. By merging climate science, multi-media communication, and outreach strategies, the PCC aims to turn 'knowledge into action' that will help society turn 'risk into resilience'. The flagship product of the centre is its online Climate Atlas ([climateatlas.ca](http://climateatlas.ca)); it delivers state-of-the-art climate projection data to inform scientific understanding and policy development, raise awareness about the urgent need to reduce greenhouse gas emissions, and to facilitate the development of appropriate and informed adaptation strategies.

**l. The University of Winnipeg Richardson College for the Environment**

The Richardson College for the Environment is where people from a wide variety of backgrounds and areas of expertise come together to address some of our most pressing environmental issues. Located on the third floor of the Richardson College for the Environment and Science Complex, it is home to a diverse collection of people, offices and interests, including the Institute of Urban Studies, the Department of Indigenous Studies, the CN Indigenous Resource Centre, the Campus Sustainability Office, the CISCO Innovation Centre, and associates of the Master's in Development Practice program. It also has a strong affiliation with the Prairie Climate Centre, which is a collaboration between the University of Winnipeg and the International Institute for Sustainable Development. Conceptually, the College is a place where people located in or associated with the College work together, and with others within the University and beyond, to assess some of our most pressing environmental issues, especially those related to the key issues of climate change, urban environments, water resources, indigenous development, and the North. Since these issues have many points of intersection, the interdisciplinary approach of the College is perfectly suited to the development of the conversations, collaborations, policies and solutions that are so desperately needed to address our environmental problems, locally and globally. The College is a frequent host or sponsor for special events and lectures related to its key issues.

**m. Centre for Rupert's Land Studies (CRLS)**

The Centre for Rupert's Land Studies is unique in its focus on Rupert's Land, the vast Hudson Bay watershed region claimed by the Hudson's Bay Company from 1670 to 1870, and its borderlands. We foster interdisciplinary research and conversation among all who share an interest in the history and peoples of the Hudson Bay watershed, with particular emphasis on Indigenous and fur trade history and the immense resources of the Hudson's Bay Company Archives, nearby. Since 1984, the Centre has been a nexus for sharing information, new research, and perspectives through three major means:

- Biennial Colloquiums---informal conferences that have met in a wide range of settings linked to Indigenous people and the fur trade.
- Publication of monographs, Colloquium proceedings, and Indigenous oral history materials, for example, the stories of Louis Bird at [www.ourvoices.ca](http://www.ourvoices.ca). The Rupert's Land Record Society series of documentary volumes, co-published with McGill-Queen's University Press, offers carefully researched original source materials for scholars, students, and communities. Subscribing members receive our biannual Rupert's Land Newsletter.
- Research assistance and networking, linking CRLS members and others across North America and abroad who have common interests and questions. We also maintain a roster of locally available assistants qualified to help with archival and other research.

The Centre offers annually the C. Richard Harington Fellowship to a student pursuing advanced studies in its areas of interest. It is also home to a small research facility and to the Elizabeth B. Losey Fur Trade Library of about 1000 works, many of them rare and out of print, and other resources.

For more information visit: <http://uwebpro.uwinnipeg.ca/academic/ic/rupert/index.html>

**n. Winnipeg Institute for Theoretical Physics**

The Winnipeg Institute for Theoretical Physics is a formal Institute of both The University of Winnipeg and the University of Manitoba. It was created to support theoretical physics research in Manitoba. It has carried out this mandate by encouraging collaboration between members of the Institute, by financially supporting expert seminars in the research areas of concern, and by financially supporting the long term visits of internationally respected scientists to the Institute to facilitate collaboration between these scientists and Institute members. The permanent members of the Institute include all theorists in the Physics Departments at The University of Winnipeg and The University of Manitoba, as well as theorists from Brandon University.

**o. Institute of Urban Studies (IUS)**

The Institute of Urban Studies is an independent research department within the University of Winnipeg. Since 1969 the IUS has been both an academic and applied research centre committed to exploring urban issues in a broad, non-partisan manner. The Institute focuses on inner-city, environmental, Indigenous, and urban development issues and frequently partners with government, the private sector, and community-based organizations. Since 1992, the IUS has produced *The Canadian Journal of Urban Research*, a free multidisciplinary scholarly journal dedicated to publishing articles addressing a wide range of issues relevant to urban studies. Its mandate also includes working with local communities and mentoring new scholars. The IUS has worked with hundreds of students, community leaders, and scholars to produce more than 450 research reports, books, and other publications. This collection of historic and contemporary work is now available digitally on the Institute's website (<http://www.uwinnipeg.ca/ius/>). To further assist students, faculty, and community members engaged in urban research, the Institute also operates a lending library located, with our offices, on the 3rd floor of Richardson College for the Environment at 599 Portage Avenue.

**p. The Institute for Women's and Gender Studies**

Supported by funding from the Margaret Laurence Endowment for Women's Studies, the Institute for Women's and Gender Studies (IWGS) was created with a mandate to strengthen and facilitate the development of Women's and Gender Studies (WGS) in the University and the community. IWGS is housed in the Department of Women's and Gender Studies and extends the work of the department through support to collaborative feminist work, scholarly research, art, activism, and student engagement. The Institute, structured as a collective, fosters feminist pedagogy, community education and programming, collaborative research, artistic production, and scholarship which: furthers an understanding of women and gender; works toward understanding and eliminating sexism, racism, classism, colonization, discrimination, and social inequalities; and develops the creative and transformative potential of the university, community, and society. Educational programming may include: feminist speakers and events; documentary and film screenings and discussions; and various workshops and co-sponsorships of feminist activities. IWGS is committed to social justice for all peoples, deepening feminist knowledges and dialogue, and engaging in feminist praxis. For more information, please email [iwgs@uwinnipeg.ca](mailto:iwgs@uwinnipeg.ca) and visit <http://uwinnipeg.ca/wgs/index.html>.

**q. The Centre for Research in Young People's Texts and Cultures**

The Centre for Research in Young Peoples Texts and Cultures (CRYTC) supports scholarly inquiry into literary, media, and other cultural texts for children and youth. The Centre provides a focus for research in the field at the University of Winnipeg, houses the journal *Jeunesse: Young People, Texts, Cultures*, facilitates the development and management of collaborative national and international research projects, hosts visiting speakers and researchers, and maintains links with other research centres in children's studies internationally. CRYTC was established by the University of Winnipeg in 2006, in order to recognize, organize, and extend the expertise in the study of texts for children and youth that had developed at the University, principally through the Department of English, over more than thirty years. Today, the Centre houses the office of the Director of CRYTC and an office for the Research Coordinator and the Managing Editor for *Jeunesse*. CRYTC also shares a Knowledge Mobilization Lab and work stations for visiting researchers and research assistants with the Centre for Research in Cultural Studies (CRiCS). For more information, please visit <http://crytc.uwinnipeg.ca>.