

THE COMMUNICATOR

MEMORIAL UNIVERSITY'S EMPLOYEE NEWSLETTER

September/October 1999



Happy anniversary Memorial! (L-R) Dr. Wayne Ludlow, outgoing dean of Student Affairs and Development; Leigh Borden, president of the Council of the Students' Union; and retiring Memorial president Dr. Arthur May, cut the anniversary cake at the campus wide anniversary party held on Aug. 26.

**Happy Anniversary
Memorial University!**

Members of the university community got together on Aug. 26 to celebrate Memorial's 50th anniversary as a degree-granting institution. On Aug. 13, 1949, in what was one of the first acts of the new provincial government, Memorial University College was elevated to degree-granting status. To mark the event a number of employees organized a campus-wide anniversary party. Faculty, staff, students, pensioners and alumni were all invited to attend. Close to 600 tickets were sold, and about 450 people showed up in the area between Hatcher House and the Dining Hall where they were treated to a BBQ, happy hour bar prices and a dance. Outgoing president Dr. Arthur May, undergraduate student union president Leigh Borden, and Dr. Wayne Ludlow outgoing dean of Student Affairs, were on hand to cut an anniversary cake. Dr. David Pitt — the first faculty member hired in 1949 (whose appointment letter was dated almost to the day of the party, Aug. 27, 1949!) — was on hand to draw the first door prize. Tickets to the event were \$5 and the money raised is being directed to the Opportunity Fund for the Field House Complex. For more details see story under Campus Life.

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From the President

The beginning of the academic year is filled with enthusiasm and anticipation as thousands of students come to our university in search of a fine education and innovative scholarship. Faculty and staff are also refreshed and eager to go.

As a newcomer to the university, I have been particularly impressed with the dedication and hard work many of you have devoted to Orientation Week. Orientation helps us connect with students and shows that we want them to have an excellent start. Undertaking university studies can be daunting, especially for new students, and students need your support to succeed. The effectiveness of your efforts is demonstrated in many ways including three recent major achievements:

- The enrollments at the St. John's campus and Sir Wilfred Grenfell College are virtually the same as last year, even though the number of high school matriculants continues to decline in Newfoundland and Labrador;
- The waiting lists for most courses have been eliminated or largely reduced compared with last year;
- We have attracted excellent new students, faculty and staff.

I therefore wish to express my sincere thanks to all of you for such excellent work.

If Memorial University is to grow and thrive, faculty and staff also need support. I am committed to providing it and I have already spoken with many of you. Over the next weeks, I will visit numerous faculties, schools and units because I want to learn about your ideas, concerns and opportunities.

We enjoy the support of the people and government of Newfoundland and Labrador. However, we cannot take them for granted. In particular, we need to communicate our scholarly work better inside and outside the university. There are many ways of doing so. I encourage faculty members to talk to students and colleagues (academic and non-academic) about their research and scholarly work. Many of you already speak to community groups and the media about your work, and many of you lend your expertise to the community. (Editor's note: see article on page 10 to learn more about Memorial in the news.) This is excellent because it shows parents, politicians, business and community leaders, prospective students and others the significance of the work occurring at our university. Every time we communicate effectively, we strengthen the bond with the outside community. Their questions and comments also let us learn about their interests and help us orient our work.

Dr. Evan Simpson, vice-president (academic) and pro vice-chancellor, and a small group of colleagues are in the process of engaging the outside community in the Planning and Priorities Process. This process started about a year ago and I encourage all members of the university community (staff,

students and faculty alike) to provide further input and to seek the advice of your relatives, friends and colleagues. The process will result in setting the university's directions for the future. I want to be certain that your input is received.

I am most grateful for the tremendous support, good counsel and friendship which have been extended to me since arriving in our province. It is a joy to be a member of Memorial University and our community! With best wishes for this academic year,

Axel Meisen
President and vice-chancellor

Visit the president's homepage at: www.mun.ca/president

Campus Life

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Message from the past president

My term of office as president ended on Aug. 31, and you are therefore reading these words from a past president, even if only recently so. If you see me around in September and beyond, it's because I haven't left the university, having taken up new quarters in Spencer Hall and a new title as honorary research professor. I have the ambition to do some policy research and some writing, but it remains to be seen whether the motivation equals the ambition. I look forward to maintaining an association with the university and being an ongoing member of the university community in a more relaxed arrangement than is possible from the president's office.

As a newcomer to university administration in 1990, I had a steep learning curve and needed a lot of support. I am happy to say that such support was almost universally forthcoming within the university and I was the beneficiary of a great deal of accumulated dedication toward the institution. We have produced more than 20,000 graduates in the 1990s, some 40 per cent of all the graduates who have ever been granted degrees from Memorial since it became degree-granting 50 years ago. As these individuals make their contributions in Canada and the world, we can all take enormous pride in what they are achieving, and in the fact that we, collectively, made it possible. This is the enduring legacy of successful educational institutions.

For your personal support, for your day-to-day commitments to your part in the functioning of the institution, and especially for your forbearance during some of the difficult circumstances with which we had to cope during the '90s, my sincere thanks. As Memorial looks forward to its 75th year in 2000, I think we can say in all honesty that we have brought the institution to the age of 75 in excellent shape and ready to carry on with undiminished energy. This is a goal to which we can all aspire as individuals, and I hope that every one of us makes it.

Thanks again for your ongoing role in support of one of Canada's essential institutions.

Sincerely yours,

A.W. May, OC
President and Vice-Chancellor, 1990-1999

Reception honours the Mays' service to Memorial

Edward Roberts, chairman of Memorial's Board of Regents, and the board, invited members of the university community to gather for a reception in honour of Dr. Arthur and Mrs. Sonia May on Sept 8.

A large number of people turned out to the reception which marked the occasion of Dr. May's retirement as Memorial University's sixth president and vice-chancellor. During the reception, the Mays were presented with several gifts, including a plaque bestowed upon Dr. May by Memorial's chancellor, Dr. John Crosbie. In addition, an oil portrait of Dr. May was on display. The portrait will soon be hung in the university's Dining Hall.

Ask Me...

about students at Memorial

An information column provided by the Student Development Office of Student Affairs and services

Ruth North
Student Affairs Officer, Glenn Roy Blundon Centre
for Students with Disabilities

Just imagine if I told you that you had only 10 minutes to walk from the Education to the Business Building. You might reply — quite correctly — that it can be done (and you have done it!) as long as you walk briskly and don't stop to chat. Now imagine that you are a new student who uses a wheelchair

or one who has difficulty with spatial relationships and directionality. Are you still confident that you can get there in 10 minutes?

Each September, the university community witnesses a major event in the life of many students, their transition from high school to postsecondary education. The process of moving from high school to university can be difficult for many students. It can, however, be especially challenging for those with disabilities who suddenly find themselves having to advocate for themselves in a postsecondary setting. "There is speculation among educators that these transition difficulties may be traced directly to the differences between the nurturing type of support provided in the secondary school system and the independence-oriented support available in higher education" (Jarrow, 1987, p. 50).

A few examples of how members of the university community can help our students make a smoother transition include:

- Recognize that people with disabilities, even the same disability, do not necessarily require the same accommodation (e.g., all people who are blind do not read Braille). The student is the best source of expertise about the impact of disability and its effect on individual functioning.
- Make a general announcement in class inviting students who need special arrangements to meet with you to discuss the matter. Keep in mind that many students find it difficult to discuss their personal circumstances with strangers; others may have problems approaching authority figures.
- Approach a student who has not attempted to contact you, in private, if you feel you can help.
- Invite students to discuss what they can and cannot do and discuss what adjustments you might make.
- Respect the individual's right to confidentiality. Information about a student's disability should not be conveyed or discussed with others without consulting the student and getting permission.
- Monitor campus accessibility issues and immediately report any concerns (e.g., malfunctioning elevators or chair lifts, burned out light bulbs) to Facilities Management. Call their 24-hour hotline (Ext. 7600) or e-mail uworks@morgan.ucs.mun.ca.
- Contact the Blundon Centre for advice, or refer students to the centre for follow-up (e.g., questions concerning physical accessibility issues or alternative academic accommodations).

If students are to benefit from these alliances, they must take an active role in their own success.

For further information on disability services, please check

www.mun.ca/student/disabilities;
e-mail blundon@morgan.ucs.mun.ca, or
call 737-2156 (Voice and TTY).

Copies of our national award-winning publications (i.e., the campus physical accessibility guide and the resource book for students, faculty, and service providers) are available from the centre.

Reference:

Jarrow, J. E. (1987). Integration of individuals with disabilities in higher education: A review of the literature. *Journal of Postsecondary Education and Disability*, 5(2), 38-57.

News from Grenfell

Grenfell employees raise money for burn survivors

Custodians with NAPE Local 1809 at Sir Wilfred Grenfell college in Corner Brook recently raised \$1,911.50 in a ticket draw for the Atlantic Burn Camp in Nova Scotia. Jim Whiteway, a custodian at the College, presented a cheque to Michael Gaultois, a burn survivor and member of the Newfoundland Task Force for the Atlantic Burn Camp.

Grenfell sculptor attends professional workshop

Gerard Kelly, sculpture technician in the Fine Arts Division of Grenfell College, recently spent a couple of weeks at the Sculpture Forum in LaHave, N.S., an institute established to create a dynamic and supportive atmosphere for fine art to unfold. The focus is primarily on sculptural methods and materials. Its location in Lunenburg County gives artists the opportunity to work within a foundry alongside other artists, to upgrade their skills and learn new techniques.

Mr. Kelly said his time there allowed him to learn more about his profession and work together with others in his field in an artistic environment. The institute is set on farmland, and for a limited number of participants, accommodations are provided in a renovated 140-year-old farm house.

"I carved everyday, and was able to get instruction in fields I'm not familiar with," says Mr. Kelly, adding that the respected faculty includes founder John Greer, full professor of sculpture at the Nova Scotia College of Art and Design. "It was great to be able to discuss my work and exchange ideas with my peers."

New book highlights Memorial's history and development

"A university is the consciousness of a community reaching out to a realization of the higher powers of the mind..."

With these stirring words, President John Lewis Paton officially opened the doors of Memorial University College on Sept. 25, 1925. The truth of this statement permeates a new book titled *Celebrate Memorial: A Pictorial History of Memorial University of Newfoundland*. This stunning collection of

photographs, newspaper quotes, historical facts and personal anecdotes was published by Memorial to celebrate its Festival of Anniversaries. The book was launched at the recent Alumni Weekend celebrations held at Paton College on Aug. 27.

Originally an idea suggested by President May about three years ago, the book is the result of a collaboration between Memorial University archivist Dr. Mel Baker and information officer Jean Graham. Graphic design was done by Helen Houston of Publication Services in the Division of University Relations. It has been a major project of the university's Anniversaries Committee. At the book launch, Dr. May said he was pleased with the results of the collaboration. "I am pleasantly surprised at this book which in such a small space successfully summarizes 75 years of Memorial University's history," Dr. May told visiting alumni and guests.

Victoria Collins, director of the Division of University Relations which co-ordinated the book project, said one of the greatest challenges in producing this book was deciding which were the most salient points to include and how to make them interesting to potential readers. "The history of an institution like Memorial is very much a story of the people associated with the institution," Ms. Collins told the Gazette. "How do you capture that in a way that is going to be meaningful for alumni, students, former faculty, current faculty? It's a challenge but I think it's been done quite effectively here. Of course, there are more things we wish we could have included, but 96 pages, I think, is enough space to provide a good overview of the things that affected the life of the institution."

The pictorial history covers the evolution of the university on almost a decade-by-decade basis, at times almost mirroring the tenures of the presidents from John Lewis Paton and Albert George Hatcher, to Drs. Mose Morgan, Leslie Harris and Arthur May. The glossy, eye-catching cover of Celebrate Memorial shows a collage of colourful images evocative of the lives and minds of Memorial's people. The book will retail for approximately \$18 and is available at the University Bookstore in St. John's. The book is on sale at locations around the province.

Newfoundland Herald supplement makes a great promo piece

In August *The Newfoundland Herald* published a supplement dedicated to Memorial University and its 50th anniversary as a degree granting institution. The Anniversaries Office has several thousand extra copies of this supplement. The supplement has a glossy cover based on the university's recent Shaping the Minds ad campaign. It provides a general overview of Memorial University and is a great promotion piece. The supplement also contains a 50-question trivia game based on the history and development of Memorial University. If you would like free copies of this supplement, please call 737-2510.

Anniversary Party, continued from page 1

In addition to providing the university community with a really good anniversary party, the organizing committee raised a sizable chunk of money for the Field House Complex. In total there were 569 tickets sold which resulted in a net profit of approximately \$1,200!

The organizing committee of the Campus Anniversary Party would like to thank the following organizations for donating prizes:

Anniversaries Committee	NewTel Communications
Bitter's	Nova Services
Centre for Management Development	Office of the VP (Research)
Conference Office	Stirling Communications
Delta St. John's Hotel	Student Housing
Elite Enterprises	Tim Horton's/Aquarena
Holiday Inn	University Bookstore
Hotel Newfoundland	University Club
Human Resources	University Relations
Imprint Speciality Promotions	

The Campus Anniversary Party organizing committee were:

Christine Burke, Student Housing
Jackie Collins, Business
Deborah Coombs, Student Development
Jim Cooper, Engineering
Bridget Ghaney, Social Work
Monty Green, Human Resources
Vera Griffin, Medicine
Wanda Heath, Mathematics and Statistics
Corinne Hennessey, Medicine
Kim Kelly, Student Housing
Marjorie Mercer, Medicine
Brenda Mullett, Human Resources
Ivan Muzychka, University Relations
Audrey O'Neil, Health Sciences Library
Gary Pike, Human Resources
Josephine Thompson, Medicine
Jean Voisey, Student Housing
Cynthia Whelan, Facilities Management

Fitness Zone

Editor's note: It is my pleasure to welcome another new feature to The Communicator. In each issue, the Aquarena Fitness Zone will bring you several useful fitness tips by Jerome Brennan, the strength and conditioning specialist at the Health and Fitness Centre. For information on how to start your personal fitness program, call the Fitness Centre at 737-3795 or drop by the Aquarena and pick up a brochure.

Exercise in the morning has its benefits

Studies show that people who exercise in the morning are more likely to stick with their exercise programs. They don't have to contend with scheduling problems that often occur later in the day.

Tips for morning exercise:

- Lay your clothes out the night before
- If the snooze button tempts you, get two alarms, one by your bed and the other across the room.
- Buddy up. It's more fun and it's also harder to stop your workout

Are you thinking about quitting smoking?

The full cost of a lifetime two pack a day smoking habit will end up totaling more than \$400,000 – that does not include health related costs. A study at Brown University showed that women who engaged in rigorous exercise while trying to quit smoking are twice as likely to kick the habit than those who try without exercise.

Sedentary lifestyle can kill

A sedentary lifestyle (being a couch potato) is twice as likely to kill you as a high cholesterol level. People who exercise regularly are less likely to develop heart disease, diabetes, high blood pressure, high cholesterol levels, osteoporosis and certain forms of cancer.

Employee Profile: Terry Upshall

For the past 14 years Terry Upshall has been working in the Health Science Information and Media Services in the Faculty of Medicine. When he first started as a photographer in 1985 his department was the Medical Audio/Visual Services (MAVS, affectionately pronounced "Mavis"). He received his photographic training at a private college in St. John's and had completed a number of short courses in the field in Halifax, often going to school in the evenings to learn his trade. He is now working towards a registered biological photographer certification through the Biological Photographers Association and has completed the written examination, the first of three required stages in the process. Currently there

are approximately 450 registered biological photographers worldwide.

Terry had learned the mechanics of commercial photography, but none of his training had prepared him for certain aspects of his work at the Health Sciences Centre. "There was a great deal to learn on the job," Terry says. "Taking photographs in the OR or photographing patients with severe conditions takes a little getting used to and a certain sensitivity for the patient's emotional well being. There is really no way to learn that except through experience."

The range of Terry's responsibilities has changed with technology. He now holds the title of medical photographer and included in his duties of taking and processing photographs are the responsibilities of working with video, computer-generated images and Web sites.

Terry was born in Come-by-Chance. In his spare time he enjoys wood-working and is a skilled carpenter. He built his own house and much of the furniture in it.

Memorial University makes good news ...

Every week Memorial University is in the news. Memorial is often at the centre of a news story, or an important news item draws on an expert from the university. The university's News Service tracks these media references and regularly issues a Headlines Report via e-mail. The following is just a small sampling of Memorial in the news taken from this past summer's Headlines Reports. If you would like to receive these reports, please e-mail Ivan Muzychka, manager, News Service, Division of University Relations, ivanm@morgan.ucs.mun.ca

Stories marked with an asterisk (*) were developed with the assistance of the News Service, Division of University Relations.

VOCM Radio News, St. John's

May 21

* Partnership between Memorial's Marine Institute and Maersk Sea Base has given five students the opportunity of a lifetime.

VOCM Radio News, St. John's

May 25

* Dr. Graham Bodwell, a chemistry professor at Memorial, has been awarded the Petro-Canada Young Innovator Award.

The Newfoundland Herald

May 29

* Mark Hunter, a Memorial graduate student, has been awarded the Rothermere Fellowship.

CBC Radio News, St. John's

June 23

* Memorial University is launching a new program that will give some high school students a head start on their university education. It's called Concurrent Studies and it will let some students do university level courses while they're still in high school. Jim Browne spoke with Phyllis McCann, an admissions manager at Memorial.

The Western Star, Corner Brook

June 29

Theatre by the Bay takes a look at our unique history - article on a group which consists of several SWGC Fine Arts Theatre students.

VOCM Radio News, St. John's

July 10

An introductory course in Irish Gaelic studies will be offered at Memorial in St. John's this fall. Interview with Dr. Dorothy Milne.

The Telegram, St. John's

July 12

Courses offered by the Marine Institute, in fields formerly known as overwhelmingly male, are seeing greater numbers of female students than ever before.

VOCM Radio News, St. John's

July 13

* Officials at Memorial University and the St. John's and Western Health Care Corporations sign an agreement on a collaborative approach to nursing education.

The Telegram, St. John's

July 17

* Memorial's Department of Facilities Management was named the best by the Association of Higher Education Facilities Officers.

* C-CORE, an applied engineering research institute at Memorial, has been awarded a contract by the US government for arctic pipelines.

The National Post, Toronto

Aug. 10

* Folklore professor Dr. Gerald Pocius is proposing to teach a course in professional wrestling this fall.

The Express, St. John's

Aug. 11-17

* Memorial University's new student centre is on time and on budget.

CBC Radio, On the Go

Aug. 13

Triskaidekaphobes, Friday the 13th. Interview with Dr. Philip Hiscock, folklore archivist at Memorial University, on the subject of fear of the number 13.

CBC-TV, Here and Now, St. John's

Sept. 7,8,9

Weather with Wells. Karl Wells visited Memorial University during Orientation Week: spots included the Strength and Conditioning Centre, School of Physical Education, Recreation and Athletics; the Aquaculture Unit at the Fisheries and Marine Institute; and an Orientation event at Hatcher House.

University Club holds grand opening

The Memorial University Club held its grand opening luncheon buffet on Thursday, Sept. 23. Over 200 people turned for a feast that included fisherman's brewis, fettucini Alfredo, spinach and mushroom quiche, Newfoundland trifle, and local blueberry cheesecake, among other gustatory delights.

The club operates on the fifth floor of the Arts Annex, with a fine view across the city to Signal Hill and the ocean beyond. It is now fully independent, with its own chef and staff, and every effort is made to serve the needs of members (e.g., a full range of vegetarian dishes is available.)

Members receive a 20 per cent discount on all food purchases, and are welcome to bring guests. For the time being, non-members who are eligible to become members are welcome to visit. The club opens at 8 a.m. for breakfast and coffee and offers hot entrées at lunch time (noon - 2 p.m.) and a bar service from noon - 3 p.m. (6 p.m. Fridays). For more information about the University Club, please visit the Web site www.mun.ca/univclub/.

Flying for fund

University employees can now make a contribution to the Opportunity Funds every time they buy an airline ticket. Thanks to agreements with LeGrow's Travel and Harvey's-Carlson Wagonlit, every ticket purchased by a university employee will result in a \$32 donation to the Opportunity Fund. The two travel agencies will donate \$16 regardless of the fare type or total cost as long as the ticket is booked by an individual who identifies themselves as an employee of Memorial, travelling on university business.

This offer also applies to C-CORE, Seabright Corporation, the Canadian Centre for Marine Communications, Canadian Centre for Fisheries Innovation, Canada Games Park (Aquarena), Art Gallery of Newfoundland and Labrador, or the Botanical Garden. The contribution will be matched by the provincial government, resulting in a contribution of \$32 to the Opportunity Fund for every ticket purchased! Employees who are already dealing with LeGrow's Travel (Martime Marlin) or Harvey's-Carlson Wagonlit should continue to work with their agent, but confirm with the agent that any tickets purchased will be counted for purposes of the Opportunity Fund donation. People who have not previously booked with these agencies should refer to the Comptroller's Office Web page www.mun.ca/comptroller/.

Both agencies have offered guaranteed lowest airfares, complimentary travel insurance, and other services. While employees are free to choose any travel agent they like, these new arrangements allow employees to give to the fund every time they fly on university business!

Senate Schedule

Regular Meetings of Senate will be held on the second Tuesday of each month (September-May) at 4 p. m. in Room E-5004, located in the Education Building.

Sept. 14, 1999
Oct. 12
Nov. 9
Dec. 14
Jan 11, 2000
Feb. 8
March 14
April 11
May 9

Board of Regents Schedule

The following are dates for the Board of Regents' meetings for the remainder of the academic year:

Oct. 21, 1999
Dec. 9, 1999
Jan. 13, 2000 (Corner Brook)
March 9, 2000

May 11, 2000

June 8, 2000

Human Resources

Questions and Answers about the Memorial University Pension Plan: Part III

How will my retirement pension be calculated?

Retirement benefits are calculated in accordance with a pre-determined formula based on pensionable salary and years of pensionable service — and are integrated with benefits received under the Canada Pension Plan (CPP), as follows:

$$[2\% \times A \times B] - C$$

where A = best five-year average pensionable salary

=

years of credited pensionable service

B =
C = CPP reduction (0.6% x best five-year average CPP contributory earnings x years of CPP service) applied upon receipt of CPP pension benefits.

A further factor is an actuarial reduction that is applied when employees choose early retirement between the ages of 55 and 60 with fewer than 30 years of pensionable service. In such cases, the pension calculation is subject to a lifetime actuarial reduction of 0.5 per cent per month times the number of months between pension commencement and age 60. There is no actuarial reduction for retirements at age 60 or later, or between the ages of 55 and 60 with 30 or more years of pensionable service.

For employees who choose advanced retirement available between the ages of 50 and 55, with at least 30 years of pensionable service, a lifetime actuarial reduction of 0.5 per cent per month times the number of months between pension commencement and age 55 is applied.

Example 1:

Jayne decides to retire at age 60 on 31 December 1999, with 32 years of pensionable service. Her best five-year average salary is \$45,000 and her average CPP contributory earnings for the same five-year period is \$32,600. She purchased the accrual top-up instituted in the 1993/94 fiscal year when the university reduced its contributions to the pension plan so all years of service are at a 2 per cent accrual rate. Assuming Jayne

decides to wait until age 65 before collecting CPP benefits, her retirement pension would be:

2.0% x 32 x \$45,000	\$28,800.00 (paid from age 60 to 65)
Less:	
0.6% x \$32,600 x 32	6,259.20 (CPP reduction, age 65)
Net lifetime pension (at age 65)	\$22,540.80

Example 2:

Michael chooses to retire early at age 56 on Dec. 31, 1999 with 26 years and 9 months of pensionable service. His best five-year average salary is \$27,000 and his average CPP contributory earnings for the same five-year period is \$23,200. He did not purchase the accrual top-up and his pension will be subject to a 1.2 per cent accrual rate for that year. Assuming Michael chooses to postpone collecting CPP benefits until age 65, his retirement pension would be:

2.0% x 25.75 x \$27,000	\$13,905.00
1.2% x 1 x \$27,000	324.00 (1-year reduced accrual)
Pension before actuarial reduction	14,229.00
Less:	
0.5% x \$14,229 x 48 months	3,414.96 (actuarial reduction)
Pension from age 56 to 65	10,814.04
Less:	
0.6% x \$23,200 x 26.75	3,723.60 (CPP reduction, age 65)
SNet lifetime pension (at age 65)	\$7,090.44

If I leave the university before retirement, what happens to my pension?

That depends on your entitlement to pension benefits at the time of you terminate employment — that is, your vesting and locking-in status. The term vested means that your right to receive a pension benefit upon reaching retirement age is no longer dependent upon remaining in the service of Memorial University. The term locked-in means that your accrued pension benefit cannot be refunded as a lump sum cash payment upon termination of employment — it must be used to provide a retirement income

payable for life.

Employees are vested with respect to benefits earned prior to Jan. 1, 1997 upon completion of five years of pensionable service. Locking-in occurs with respect to service performed between Jan. 1, 1987 to Dec. 31, 1996, upon attainment of 45 years of age and completion of ten years continuous employment or plan membership. There are no locking-in restrictions imposed for lump-sum cash payments with respect to pre-1987 employee contributions. Benefits earned after Dec. 31, 1996 are vested and locked-in upon completion of two years continuous plan membership.

If you were to leave the university before becoming entitled to a pension, you would be entitled to withdraw your own contributions to the plan plus interest. You may choose to receive your refund as either a lump-sum cash payment, with applicable tax deducted at source, or as a transfer — on a tax-sheltered basis — to your personal registered retirement savings plan (RRSP).

If, however, you were to terminate employment with the university after becoming entitled to a pension, you may elect one of the following options:

1. a deferred pension payable at your earliest eligible retirement date;
2. subject to the locking-in provisions of applicable pension legislation, a cash refund/transfer of non-locked funds plus a transfer of the locked-in portion to an approved retirement savings arrangement; or
3. a transfer, on a locked-in basis, of the commuted value of the entire pension benefit to an approved retirement savings arrangement.

Approved retirement savings arrangements include locked-in retirement accounts (locked-in RRSPs), deferred life annuities offered by insurance companies and other employer-registered pension plans willing to accept commuted value transfers on a locked-in basis.

What does the term "commuted value" mean?

The commuted value of an employee's pension benefit is an actuarially-determined amount that represents the current value of the employee's future retirement pension. Calculations are performed following a retirement, termination of employment or death, and in the event of marriage breakdown. Commuted values are very sensitive to the interest rates in effect at the time of calculation and will vary from one employee to another as they are based on characteristics as age, sex, amount of pension benefit earned and expected retirement date.

For further information on the Memorial University Pension Plan, please contact the Benefits and Pensions Office at 737-7406.

Stay tuned . . . More pension Q and A will appear in future issues of *The Communicator*.

Dental plan renewal has been improved

The university's dental plan was renewed in April 1999 at its existing benefit level after showing a surplus of \$108,466. Until now, however, eligible expenses under the dental plan have been limited to the 1995 Newfoundland Dental Fee Guide while charges for dental expenses are generally based on the 1999 guide. The Board of Regents recently approved that the dental plan be amended to advance the benefit level to 1997 levels. A rate increase of 6.7 per cent is required to make the change. Initially, 50 per cent of this increase is to be borne through use of the surplus in the dental plan, until the surplus is depleted. The remaining 50 per cent will be funded through an actual rate increase. This plan improvement was effective July 1, 1999.

Under the current cost-sharing arrangement this improvement in the dental plan benefit level creates an estimated additional annual cost of \$57,500: of which \$32,250 will be paid by the university and \$22,250 by the employees and retirees.

The increase in deductions was effective July 1, 1999. An employee only plan increased by nine cents per pay period, from \$2.47 to \$2.56. Rates for the family plan increased by 15 cents, from \$4.48 to \$4.63. Your paycheque on July 29, 1999, however, showed a dental plan deduction which is slightly more to reflect a retroactive deduction for the period from July 1, 1999 through July 16, 1999.

Tentative agreements reached between Memorial University and its maintenance and custodial workers

Tentative agreements have been reached between Memorial University and its maintenance and custodial workers represented by the Newfoundland Association of Public Employees (NAPE). The 89 maintenance workers are members of NAPE Local 7801, and the 120 custodial personnel are members of NAPE Local 7804. They work at Memorial's campuses in St. John's (except the Marine Institute) and Corner Brook (Sir Wilfred Grenfell College).

The agreements, if accepted, will give employees across the board increases of two per cent in 1999-2000 and a further two per cent in 2000-2001. The salary increases are consistent with the provincial government's policy on salary increases for public sector employees. In addition, the contracts lay the foundation for the development of an effective performance management program for these employees. The contracts expire on March 31, 2001.

The tentative agreements are now subject to ratification by the maintenance and custodial workers and by the university's Board of Regents.

Career Scene

The following career changes have received approval since the last issue of *The Communicator*. They are provided by Human Resources and are current at the time of publication.

Career Changes

ACADEMIC

Appointments

Caroline Schiller, School of Music, lecturer, Sept. 1, 1999

Pauline Downer, Faculty of Business Administration, assistant professor, Sept. 1, 1999

Dr. Donna Hardy-Cox, School of Social Work, associate professor, Sept. 1, 1999

Dr. Michael Ungar, School of Social Work, assistant professor, Sept. 1, 1999

Term Appointments

Dr. Robert W. Richards, Faculty of Business Administration, associate professor and chair in youth-focused technological entrepreneurship, Sept. 1, 1999

Linda Chafe, Faculty of Business Administration, lecturer, Sept. 1, 1999

ADMINISTRATIVE

Appointments

Eileen Bragg, Continuing Education, manager - faculty development services, April 1, 1999

Jacqueline Lacey, Medicine, programmer consultant, May 19, 1999

Ann Marie O'Keefe-Penney, Continuing Education, program developer, May 25, 1999

Contractual to Permanent

Charles Gosse, Office of the Dean of Science, manager - finance and administration, April 1, 1999

Wanda Wells Spurrell, School of Pharmacy, pharmacy coordinator, Jan. 4, 1999

Promotions & Transfers

Maurice Good, Theatre/Fine Arts, Sir Wilfred Grenfell College, lecturer, Sept. 1, 1999

Joanne Barber, Counselling, Sir Wilfred Grenfell College, lecturer, Aug. 23, 1999

Philip Hoskins, Division of Science, Sir Wilfred Grenfell College, lecturer, Sept. 1, 1999

Dr. Ahmad Rahmanian, Philosophy, assistant professor, Sept. 1, 1999

Dr. Jane Leibel, Music, lecturer, Sept. 1, 1999

Bruce Harper, Division of Arts, Sir Wilfred Grenfell College, lecturer, Sept. 1, 1999

John Graham, Visual Arts, Sir Wilfred Grenfell College, assistant professor, Sept. 1, 1999

Ranee Baillargeon, Theatre, Sir Wilfred Grenfell College, lecturer, Sept. 1, 1999

Dr. Doreen Klassen, Social/Cultural Studies, Sir Wilfred Grenfell College, assistant professor, Sept. 1, 1999

Appointments (other)

Dr. Dennis Treslan, Faculty of Education, associate dean of undergraduate programs, Sept. 1, 1999

Alex Finn, Facilities Management, tractor operator, Dec. 22, 1998

Nancy Wood, Office of the Registrar, data entry operator, March 8, 1999

Patrick Webber, Medicine, audiovisual assistant, April 1, 1999

Retirements

Roberta Thomas, Maritime History Archive, assistant archivist, March 31, 1999

Lloyd Warford, Earth Sciences, geology technician II, March 31, 1999.

Carson Leonard, Student Affairs and Services, acting dean, Sept. 1, 1999

Dr. Linda Hensman, School of Pharmacy, associate director of pharmacy practice, Sept. 1, 1999

Bill Morrissey, Centre for Management Development, Faculty of Business Administration, acting director, Sept. 1, 1999

Dr. Robert Lucas, Faculty of Science, dean, Sept. 1, 1999

Cross-Appointments

Dr. Xikui Wang, Division of Community Health, Medicine to Mathematics and Statistics, Sept. 1, 1999

Secondments

Paul Gosse, Avalon East School Board to Faculty of Education, Sept. 1, 1999 to Aug. 31, 2000

Tenures

Dr. Darrell Boone, Discipline of Surgery, Medicine, Sept. 1, 1999

Dr. Jill Barter, Discipline of Pediatrics, Medicine, Sept. 1, 1999

Dr. Ralph George, Discipline of
Surgery, Medicine, Sept. 1, 1999

Dr. Gregory Sherman, Discipline of
Family Medicine, Medicine, Sept. 1,
1999

Dr. Shou-Ching Tang, Discipline of
Medicine, Medicine, Sept. 1, 1999

Promotions

Dr. Robert Deane, Medicine, clinical
assistant professor, Sept. 1, 1999

Dr. Leo Best, Medicine, clinical
associate professor, Sept. 1, 1999

Retirements

Michael Luke, French and Spanish,
Aug. 31, 1999

Dr. Earle K. Ralph, Chemistry, Sept. 1,
1999

Dr. Noel B. Shuell, Education, Aug.
31, 1999

Dr. Verna Skanes, Medicine, professor,
October 15, 1999; assistant dean,
research and graduate studies, Aug. 31,
1999

Safety Notes

Number of work-related accidents drop

Total work-related accidents for the university dropped 20 per cent during the past year, from 105 during 1997-98 to 84 during 1998-99. Accidents involving lost workdays dropped from 23 during 1997-98 to 15 during 1998-99, while non-disabling accidents fell from 82 to 69. Facilities Management saw in excess of a 66 per cent drop in disabling accidents for the year, from 12 during 1997-98 to 4 in 1998-99, a remarkable achievement.

All university units are to be commended on their injury prevention efforts during the year. Let's keep the downward trend moving into the new millennium.

Work Place Accidents

Table 1: Total accidents reported.

	1997 - 98	1998 - 99
Disabling	23	15
Total	105	84

Table 2: Total accidents reported by department.

Department	1997 - 98		1998 - 99	
	Disabling	Non-disabling	Disabling	Non-disabling
Facilities Mgmt.	12	14	4	13
Canada Games Park	4	12	3	14
QEII Library	1	6	0	8
Marine Inst.	1	4	1	5
O.S.C.	0	9	0	2
Other (less than 5)	5	37	7	27
Total	23	82	15	69

Bike racks are the best storage place

The Safety and Environmental Services unit has recently received complaints about bicycles being taken into campus buildings and stored in offices and corridors. This practice creates problems for the people responsible for building security, safety and cleanliness. On first glance, a bicycle stored in an office, away from public access would not seem to present a problem, but the fact is that bicycles obstruct the workplace.

They can create tripping hazards, take up space, damage flooring and transfer dirt into buildings. Bicycles stored inside buildings may also impede the flow of pedestrian traffic in the event of an emergency and lead to personal injury.

Appropriate bicycle racks, placed strategically around building entrances, are the only authorized parking areas for bicycles. If you feel that there is a need for additional racks in your area or if the racks in your area are damaged, contact the Facilities Management Work Control Centre. Plans are in place to upgrade signage around building entrances to inform and give guidance on this issue.

The support and assistance of bicycle users will help make the campus a safer and cleaner place for all.

Glass-cleaning agent can cause explosion

An old bottle of chromic acid exploded recently in a university laboratory causing damage to a storage cupboard and the floor tiles. No one was injured in the incident. Chromic acid, used as a glass cleaning agent, is highly corrosive, toxic and a strong oxidizer. During long-term storage, gas production in the acid can create enough pressure build-up to rupture a glass bottle. Bottles of chromic acid should be vented to avoid this build up. Laboratory staff are reminded to use extra caution when using this chemical and, wherever possible, to find a safer alternative. If you are unsure of the condition or age of a chromic acid solution, do not attempt to open it -- call Safety & Environmental Services at 737-4320 for assistance.

Safety Notes is compiled by the Office of Safety and Environmental Services, Department of University Works, Memorial University of Newfoundland, St. John's, Canada, A1C 5S7. It is distributed in the university's employee newsletter, The Communicator, and to external safety organizations. For further information contact Wally Drover, manager of safety and environmental services, 709-737-4349.

From The Garden

How to collect, clean and store your seeds

by Carl White
MUN Botanical Garden

Collecting seed is a good and inexpensive way to increase the numbers of your favourite plants. Seed can be traded with friends, and most gardeners will save you a few if you show interest.

Collection Timing is very important when collecting seed. Gathering unripe seed is a waste of time, and overripe seeds will have already dispersed, leaving you with an empty capsule. Select the plants early and watch the development closely. It's a good idea to mark the plants so nobody cuts them down. A couple of warm days can make a big difference to seed maturity; once they start to disperse they can go very quickly. Your collection kit should contain: paper bags about 3" x 5" (not plastic), small shears, a pencil, and stapler or tape to close the bags. This combined with a small bucket will give you a unit that you won't mind taking with you on every visit to your garden, which you should do daily once the seed starts to ripen.

Many garden plants bear their seed in capsules or pods (poppies, irises, bellflowers). Watch the pods and when they start to split remove them. You can often hear the seed rattling around inside, which is a good indication of ripeness. Take one pod and open it into your hand. Seeds should be brown to black in colour and move freely around in your hand (not sticky). If ripe, cut off pods and place them into the collection bag and label with plant name and date. It is often better to wait until the seed is dispersing and get what is left than it is to collect early and get all unripe seed that will not germinate. Some seedheads are fluffy and chaffy (asters, clematis, calendulas), and you may have trouble distinguishing seeds from chaff. Collect the whole seedhead and if you can't separate the seeds during cleaning, store and sow the whole works. With small fruits and berries, if the berry is ripe the seed is usually ripe.

Cleaning Seeds should be dry and reasonably free of debris before storage. To separate seed from debris, pour contents of collection bag onto a cookie sheet or large tray. Do one bag at a time. Move the pile to one end of the tray and elevate that end to about a 30 degree angle. Tap the bottom of the tray with your finger. The seeds will roll faster than the debris and will collect at the bottom of the tray. Remove separated seed and repeat until clean.

Seeds from small fruits (cherry, dogberry, elderberry, etc.) should be removed from the fruit. Do one lot at a time. Berries may look very different but their seeds look much alike. To clean, place berries on a

tray and flatten with a block of 2" x 4". Then put the whole mess into a large bowl or bucket, add water and stir. The heavier, filled seed will sink to the bottom and the skins and bits of fruit will float to the top. Skim off the debris and repeat. Lay seeds on paper towel and pat dry until seeds roll freely.

Storage Seeds of some species store well, while others will remain viable for only a year or two. I have grown trees from seed that was 30 years old and have had poor germination from seed that was only a few years old. The best results come from seed that is one or two years old.

When the seed has been cleaned and is dry to the touch it is ready to store. For containers you can use little paper envelopes, small paper bags or pill bottles. I find the 35mm film container about the best. They are strong, have good capacity, seal well, are easily available and labelling tape sticks well to them. It is very important to label your seed containers with the plant name and collection date. Anyone who has done any amount of seed collections has put away unlabelled seed, saying " I know what that is." More often than not this turns into "What is this?" a few months down the road. Containers should then be placed in the fridge (not freezer). The best temperature for seed storage is between three and five degrees C. Most people keep their refrigerators around this range.
