

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Thursday, December 1, 1994, in the Board Room of the University at 7:30 p.m.

PRESENT:

Ms. Janet Gardiner, Chair  
Ms. Jeannie French, Vice-Chair  
Dr. Arthur May, President  
Dr. Jaap Tuinman, Vice-President (Academic)  
Mr. David Andrews  
Mr. Gerry Bishop  
Dr. Ches Blackwood  
Mr. Aubrey Bonnell  
Ms. Laurie Combdon  
Ms. Mary Ennis  
Mr. Chris Facey  
Mr. Peter Fenwick  
Mr. Sean Hanrahan  
Mr. Ed Kennedy  
Ms. Barbara Lewis  
Dr. Robert MacLeod  
Mr. George Neal  
Ms. Frankie O'Neill  
Mr. David Power  
Mr. Alexander Roche  
Mr. Raymond Rose  
Ms. Grace Stapleton  
Ms. Heather Tulk  
Ms. Betty Williams  
Ms. Maureen Woodrow  
Mr. Mel Woodward  
Ms. Eleanor Bennett, Secretary

APOLOGIES: Ms. Gudrid Hutchings.

1. MINUTES

The Minutes of the regular meeting of the Board of Regents held on Friday, October 28, 1994, copies of which were circulated prior to the meeting, were accepted by the Board.

## 2. WELCOME NEW BOARD MEMBERS

The Chair welcomed Mr. David Andrews and Mr. David Power to their first meeting since being appointed to the Board and wished them a successful term of office.

## 3. BUSINESS ARISING

### 1. STRAWBERRY HILL

The Chair advised that the Vice-President (Administration and Finance) would provide a status report regarding the proposals for the development of Strawberry Hill as a conference centre to the Board at the January meeting.

### 2. APPOINTMENT OF PROFESSOR EMERITUS

The following resolution was passed with respect to a recommendation from Senate that Dr. Charles U. Henderson, Faculty of Medicine, be appointed Professor Emeritus:

RESOLVED:

That the Board of Regents, on the recommendation of Senate, approves the appointment of Dr. Charles U. Henderson, Faculty of Medicine, as Professor Emeritus.

## 5. MEETINGS OF COMMITTEES OF THE BOARD

### 1. FINANCE COMMITTEE

The Minutes of the Finance Committee meeting held on Thursday, December 1, 1994, copies of which were circulated prior to the meeting, were presented by the Chair of the Committee, Mr. Gerry Bishop, and accepted by the Board. The following resolutions were passed with respect to the items contained therein which required specific approval of the Board:

ITEM A – APPLICATION PROCESSING FEE – GRADUATE PROGRAM

RESOLVED:

That the Board of Regents grants approval to increase the graduate student application fee from \$25.00 to \$30.00 to be consistent with the undergraduate rate.

ITEM B – PENSION BENEFITS FOR LONG TERM DISABILITY RECIPIENTS

RESOLVED:

That the Board of Regents grants approval to the following:

1) that pension premiums for LTD employees affected by the benefit cap of \$2,000 per month for the period August through October 1994, be paid by the University. (Cost of \$8,936)

2) that pension premiums for employees be deducted from the \$2,000 per month benefit received from Confederation Life-in-Liquidation, effective November 1994.

ITEM C – WORDING CHANGES FOR UNIVERSITY CALENDAR

RESOLVED:

That the Board of Regents grants approval that consideration be given to delegating to the University administration the responsibility for minor Calendar wording changes that do not change the intent of the regulation or have any cost implications. A summary of the wording changes is to be submitted to the Board on an annual basis.

ITEM D – ESTABLISHMENT OF PERMANENT POSITIONS

RESOLVED:

That the Board of Regents grants approval to the establishment of the following contractual positions as permanent

positions in view of the fact that these were contractual for a period of five or more years in the same University funded position, are essential to departmental operations and are necessary to maintain existing programs:

Department of History  
1 Managing Editor – MS 31

Department of Biology  
2 Laboratory Instructors – MS 40

Department of Earth Sciences  
1 Laboratory Instructor – MS 40

Office of the Registrar  
1 Assistant Registrar – MPS 14

Student Health Services  
1 Student Health Nurse – MS 43  
1 Clerk – MS 01

Faculty of Medicine  
4 Secretaries – MS 11  
2 Senior Clerks – MS 15  
1 Intermediate Secretary – MS 17  
1 Admin. Staff Specialist I – MS 19  
2 Intermediate Clerk Stenos – MS 09

Faculty of Engineering and Applied Science  
1 Computer Operator I – MS 20

School of Graduate Studies  
1 Intermediate Clerk Steno – MS 09

Department of Human Resources  
1 Payroll Clerk II – MS 22  
2 Intermediate Secretaries – MS 17  
2 Data Entry Operators – MS 09  
1 Senior Clerk – MS 15

ITEM E – GRADUATE STUDENTS' UNION AND FEILD HALL

RESOLVED:

That the Board of Regents grants approval to the following recommendations, subject to the completion of legal documentation securing the GSU house at 112 Military Road as collateral and the right to offset fees collected on behalf of the GSU:

1) That the University enter into a term loan agreement with the Graduate Students' Union for \$100,000 for a two-year period with interest fixed at prime based on the date of the drawdown.

2) That the University provide a temporary loan of \$100,000 for a six-month period to the Graduate Students' Union at a fixed interest rate of prime at the date of drawdown. Interest payments to be made monthly until such time as the Graduate House at 112 Military Road is sold.

ITEM F – REVISED BUDGET ESTIMATES – 1994–1995

RESOLVED:

That the Board of Regents granted approval to the balanced revised estimates for 1994–95 as follows:

Memorial University

Revenue	\$149,714,000
Salaries	120,733,000
Operating	47,251,000
Capital	7,232,000
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	\$149,714,000

Faculty of Medicine

Revenue	\$19,773,000
Salaries	14,106,000
Operating	5,567,000
Capital	100,000

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\$19,773,000

## ITEM G – RESTRUCTURING OF INSTITUTIONAL ANALYSIS

### RESOLVED:

That the Board of Regents grants approval to the restructuring of Institutional Analysis as follows:

1) Effective January 1, 1995, Institutional Analysis will report to the Vice-President (Academic), with the Associate Vice-President (Academic) undertaking the day-to-day supervision.

2) The following positions and current incumbents to be transferred:

At Memorial:

Mr. P. Chancey, Manager of Institutional analysis

Ms. J. Bessey, Institutional Analyst

Mr. A. Goudie, Statistical Consultant

At the Marine Institute:

Mr. K. Clarke, Director of Planning and Assistant to the Executive Director at the Marine Institute

3) Mr. K. Clarke to serve as Director of The Centre for Institutional Analysis and Planning, on a one-year secondment from his position at the Marine Institute.

4) The Department currently known as the Department of Budgets, Audits and Institutional Analysis to be retitled the Department of Budgets and Audits.

## ITEM H – AQUARENA AND CANADA GAMES PARK

The Board was informed that the City of St. John's had expressed a wish to enter negotiations with the University for an agreement concerning the future of the Aquarena and Canada Games Park. The following resolution was passed:

RESOLVED:

That the Board of Regents authorizes the President to present a proposal to the Finance Committee and the Campus Planning and Development Committee following discussions with the St. John's Municipal Council and other parties as appropriate; such proposal to be in the form of a business plan for the operation of the facilities.

2. APPOINTMENTS COMMITTEE

The Minutes of the Appointments Committee meeting held on Thursday, December 1, 1994, copies of which were circulated prior to the meeting, were presented by the Chair of the Committee, Ms. Grace Stapleton, and accepted by the Board.

3. EMPLOYEE BENEFITS COMMITTEE

A Summary of Business Transacted at the Employee Benefits Committee meeting held on Thursday, December 1, 1994, copies of which were circulated prior to the meeting, was presented by the Chair of the Committee, Ms. Grace Stapleton, and accepted by the Board. The following resolution was passed with respect to the item which required specific approval of the Board:

Health and Dental Insurance Renewals for 1995 Policy Year

RESOLVED:

That the Board of Regents grants approval that the following recommendations from the Employee Benefits Committee be referred to the Advisory Working Group on Benefits and Pensions for further analysis and then to the Finance Committee for consideration:

(1) that the Health Insurance plan be renewed, effective January 1, 1995, with removal of over-the-counter drugs as an eligible expense, at a 5.1% premium increase;

(2) that the Dental insurance plan be renewed, effective January 1, 1995, at a 3.4% premium increase.

If necessary, because of the January 1, 1995 deadline, the Department of Human Resources was requested to negotiate an extension of the deadline. The Board requested a complete analysis of the savings of \$28,739 in administration charges that was realized for the six-month period as a result of the discount available to universities participating in the ISI Group Insurance Program.

#### 4. PENSIONS COMMITTEE

A Summary of Business Transacted at the meeting of the Pensions Committee meeting held on Thursday, December 1, 1994, copies of which were circulated prior to the meeting, was presented by the Chair of the Committee, Ms. Frankie O'Neill, and accepted by the Board. The following resolution was passed with respect to the item which required specific approval of the Board:

Performance of Jarislowsky Fraser Investment Counsel

RESOLVED:

That the Board of Regents grants approval to the following recommendations:

(1) that the services of Jarislowsky Fraser Investment Counsel be terminated effective December 31, 1994;

(2) that the portion of the Pension Fund currently managed by Jarislowsky Fraser be transferred to the Sceptre Investment Counsel account for an interim period.

The recommendation that a consultant be appointed to assist the Performance Review Subcommittee in conducting an investment manager search, was referred to the President.

#### 6. SENATE MINUTES

The Minutes of the meeting of Senate held on Tuesday, November 8, 1994, copies of which were circulated prior to the meeting, were presented by the President and accepted by the Board. The following items were given specific approval:



ITEM 18 – REPORT OF THE EXECUTIVE COMMITTEE  
18.3 AND 18.5

7. PRESIDENT'S BUSINESS

1. J. R. SMALLWOOD HERITAGE FOUNDATION

The President informed the Board that the J.R. Smallwood Heritage Foundation had donated a further amount of \$300,000 from the publication of the Encyclopedia of Newfoundland. The President reported that an initial contribution of \$350,000 had already been received from the Foundation and now that the 5th and final volume of the encyclopedia had been completed, it was anticipated that the Foundation's contribution of funds to the J.R. Smallwood Centre for Newfoundland Studies would eventually amount to \$1 million.

2. REVITALIZATION PROPOSAL FOR THE DEPARTMENT OF  
UNIVERSITY WORKS

The President referred the Board to a proposal for the revitalization of the Department of University Works, copies of which were circulated for information prior to the meeting. Following discussion, the Board referred the proposal to the Campus Planning and Development Committee for discussion and review.

3. CORRESPONDENCE FROM PRESIDENT OF CUPE

The President referred the Board to a letter from the President of C.U.P.E. along with his reply, copies of which were circulated prior to the meeting, concerning the restructuring of Board committees.

4. ESTABLISHMENT OF POSITION OF CONFERENCE  
MANAGEMENT SPECIALIST

On the recommendation of the President, the following resolution was passed:

RESOLVED:

That the Board of Regents grants approval to the establishment of the position of Conference Management Specialist in the Division of Student Affairs and Services, subject to a job description and salary range being developed by the Department of Human Resources.

## 5. REVIEW OF POSITION OF VICE-PRESIDENT (ACADEMIC)

Dr. Tuinman left the meeting at this point.

The President advised the Board that a committee had been established to review the performance of Dr. Jaap Tuinman in his position as Vice-President (Academic) and to advise the Board on whether or not the appointment should be renewed for a further term. A notice had been placed in the MUN Gazette requesting written submissions from the university community and the President advised that he would also seek comments from selected individuals outside the University, e.g. other post-secondary institutions. The review is expected to be completed by mid-January 1995 after which a recommendation on Dr. Tuinman's appointment would be made to the Board at the January meeting.

The President requested any member of the Board who wished to do so to express their views regarding Dr. Tuinman's performance. Dr. Blackwood remarked that in his opinion Dr. Tuinman's performance as Vice-President (Academic) was outstanding. His sentiments were echoed by those Board members present.

## 8. CHAIR'S BUSINESS

### 1. PRESIDENT'S CONTRACT OF EMPLOYMENT

Dr. May left the meeting at this point.

The Chair apprised the Board of the date of expiration of the President's contract of employment, and recommended that the matter be referred to the Executive Compensation Committee for review.

## 9. OTHER BUSINESS

## 1. CAMPUS SAFETY

Dr. May rejoined the meeting.

Ms. O'Neill raised concerns regarding the issue of campus safety following media reports that several alleged assaults had occurred on the campus recently. The President informed the Board of the particulars involved in several of the incidents and assured the Board that every incident reported to the Campus Enforcement and Patrol Unit is taken very seriously and the Royal Newfoundland Constabulary is notified immediately. He also assured the Board that the University's policy on campus safety is being implemented with the "Walk Safe Program", video surveillance, extra lighting, emergency telephones on parking lots, and the publication of monthly reports of every incident. Ms. Combdon related her experience of living in residence and reiterated the President's assurances of safety on campus.

## 2. HARLOW CAMPUS POLICY PAPER

Circulated for information was a copy of the Harlow Campus Advisory Committee's discussion paper on the future of the Harlow Campus.

## 3. ACTIVE MUNFA GRIEVANCES – STATUS REPORT

A copy of the active MUNFA grievances status report for the period ending November 4, 1994, was circulated for information.

## 4. CANADA'S YOUTH CHALLENGE INTERNATIONAL

Ms. Combdon read a letter from Mr. William Christopher Bowers, a participant in the Youth Challenge International Project to be held in Guyana for three months starting in May, 1995. Mr. Bowers was requesting financial assistance to help cover the cost of his participation at the Guyana Project.

## ADJOURNMENT

The meeting adjourned at 10:20 p.m.