

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Thursday, February 10, 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. Gerry Bishop
Ms. Laurie Combdon
Ms. Mary Ennis
Mr. Chris Facey
Mr. Sean Hanrahan
Ms. Barbara Lewis
Ms. Frankie O'Neill
Ms. Elizabeth Reynolds
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: Dr. Ches Blackwood, Mr. Aubrey Bonnell, Mr. Ray Goulding, Mr. Earle McCurdy, Mr. George Neal, Mr. Brian Taite, and Mr. Tom Woodford.

PRESENT BY INVITATION: Mr. Wayne Thistle, Vice-President (Administration and Finance).

1. MINUTES

The Minutes of the regular meeting of the Board of Regents held on Thursday, January 13, 1994, copies of which were circulated prior to the meeting, were accepted by the Board.

BUSINESS ARISING FROM THE MINUTES

Circulated for information was a tentative schedule of events for the Board meeting and Convocation in Corner Brook for May 12, 13, and 14, 1994 along with an airline schedule to and from Deer Lake for that period. The members of the Board were requested to let the Secretary know as soon as possible the times they wished to travel so the University could take advantage of the seat sales that were available.

2. MEETINGS OF COMMITTEES OF THE BOARD

1. EMPLOYEE BENEFITS COMMITTEE

A Summary of Business Transacted at the meeting of the Employee Benefits Committee held on February 10, 1994, copies of which were circulated prior to the meeting, was presented by the Chair of the Committee, Ms. Barbara Lewis, and accepted by the Board. The following resolution was passed with respect to the item which required specific approval of the Board:

ITEM A – COST CONTAINMENT IN THE GROUP INSURANCE PLANS

RESOLVED:

That the University adopt, effective April 1, 1994, the Alternate Group Insurance Program provided by Interuniversity Services Incorporated (ISI), subject to further review and discussion of the Group Travel Insurance component.

The Alternate Group Insurance Plan is comprised of the group insurance benefits currently in place at Memorial University with the following changes to plan design and underwriting arrangements:

- 1) Eliminate the Waiver of Premium Reserve under the Basic Life Insurance Plan.
- 2) Underwrite the Long Term Disability Plan on a five year experience-rated basis.

- 3) Underwrite the Dental Insurance Plan on an Administrative Services Only (ASO) basis with a 125% stop-loss provision.
- 4) Underwrite the Health Insurance Plan on an ASO basis with a 125% stop-loss provision.
- 5) Introduce a drug card, with a 20% co-payment by the employee, to the Health Insurance Plan.
- 6) Eliminate nicotine replacement products from the Health Insurance Plan.
- 7) Implement a \$10,000 calendar-year maximum for private duty nursing under the Health Insurance Plan.
- 8) Introduce a pooled Group Travel Insurance benefit under the Health Insurance Plan. (As noted above, however, a recommendation for inclusion of this benefit is subject to further review and discussion by the Employee Benefits Committee).

Acceptance of the Alternate Group Insurance Plan through ISI will achieve annual savings of \$662,480 relative to renewal of the existing group insurance plans with the current underwriters and consultant. As the additional annual premium to renew the existing group insurance plans with the current underwriters is projected to be \$751,118, the additional annual premium required under the ISI Alternate Plan would be reduced from \$751,118 to \$88,638 (cost-shared by the University and its employees).

The members of the Board congratulated Ms. Lewis on the excellent work achieved by her committee and thanked her for the time and effort involved with respect to these cost containment measures

2. FINANCE COMMITTEE

The Minutes of the Finance Committee meetings held on Thursday, February 10, 1994, copies of which were circulated prior to the meeting, were presented by the Vice-Chair of the Committee, Ms. Jeannie French, and accepted by the Board. The following resolutions were passed with respect to the items which required specific approval of the Board:

ITEM A – COST CONTAINMENT IN THE GROUP INSURANCE PLANS

RESOLVED:

That the Board of Regents grants approval that the University join (ISI) the Interuniversity Services Incorporated Group Insurance Program, effective April 1, 1994.

ITEM B – INVESTMENT COMMITTEE REPORT – PORTFOLIO ACQUISITIONS POLICY

RESOLVED:

That the Board of Regents grants approval to a guideline of an asset mix of 75% – 80% fixed income and 20% – 25% equity investment.

ITEM C – PURCHASE OF PENSIONABLE SERVICE REQUESTS

RESOLVED:

That the Board of Regents grants approval that the Vice-President (Administration and Finance) and Legal Counsel be granted authority to approve requests to purchase pensionable service in respect of a period of leave during which an employee elected not to pay pension contributions, and that a report listing the employees to whom approval was granted be submitted to the Board of Regents at the end of each calendar year.

ITEM D – BUDGET ESTIMATES 1994–95

RESOLVED:

That the Board of Regents grants approval to the submission to government of the preliminary budget estimates for 1994–95.

ITEM E – ESTABLISHMENT OF POSITIONS – DEPARTMENT OF COMPUTING AND COMMUNICATIONS

RESOLVED:

That the Board of Regents grants approval to the establishment of the following positions in the Department of Computing and Communications:

- 1 Data Administrator MPS 23
 - 4 Information Systems Consultants MPS 20
 - 3 Programmer Analysts MS 46
 - 2 Programmers MS 42
 - 1 Production Control Specialist MS 23
 - 1 Systems Consultant MS 42
 - 1 Resource Centre Supervisor MPS 16
 - 1 Senior Systems Consultant MS 44
 - 1 Systems Programmer MS 47
- (Note: The above positions are replacing those under contract from NLCS and result in a net cost saving to the University.)

ITEM E – JOB EVALUATION AND PERFORMANCE APPRAISAL SYSTEM

RESOLVED:

That the Board of Regents grants approval that the firm of Peat Marwick Stevenson & Kellogg be awarded the contract to work with the University in the development and implementation of a new Job Evaluation and Performance Appraisal System.

3. APPOINTMENTS COMMITTEE

The Minutes of the Appointments Committee meeting held on Thursday, February 10, 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.

4. PENSIONS COMMITTEE

A Summary of Business Transacted at the meeting of the Pensions Committee held on Thursday, February 10, 1994, copies of which were circulated prior to the meeting, was presented by Ms. Betty Williams, and accepted by the Board. There were no items requiring specific approval of the Board.

3. CHAIRMAN'S BUSINESS

1. REPRESENTATION – PENSIONS & EMPLOYEE BENEFITS COMMITTEES

The Chair tabled a letter from the President of NAPE Local 7801 in which he advised that Mr. John Neville would be the NAPE Local 7801 representative on the Pensions Committee and Mr. Edmund Regular would be their representative on the Employee Benefits Committee.

4. PRESIDENT'S BUSINESS

1. DEPARTMENT OF MATHEMATICS AND STATISTICS ANNUAL REPORT 1992–93

Copies of a booklet entitled "Department of Mathematics and Statistics Annual Report 1992–93" were circulated prior to the meeting for information.

2. AUDITOR GENERAL ISSUE

The President provided the Board with some of the background information pertaining to the Auditor General issue which occurred last year and which ultimately resulted in an amendment to the University Act in which the University's autonomy is preserved. He referred to correspondence from the Auditor General dated January 18, 1994 in which she requested additional information to perform an audit which would allow her to examine and investigate the records and operations of the University. In particular her examination would include a review of policies and procedures in place relating to fixed assets, purchasing and human resources management and would involve a review of various management practices such as planning, organizing, reporting and controlling.

The President in his reply dated January 25, 1994 informed her that the University's interpretation of the Act does not extend to the area of auditing known as comprehensive auditing or value for money auditing. He pointed out that the University Act specifically excludes decisions or actions of the Board or the Senate taken in contemplation of the work customarily associated with the University as reflected in the powers and authority granted to the University.

Then in a letter dated February 3, 1994, the Auditor General pointed out that Section 38 of the University Act and Sections 12 and 14 of the Auditor General Act charge her with the responsibility to report to the House of Assembly on compliance with legislation and other authorities by the University and on the adequacy of its various systems. She stated that this would include reporting whether:

- (a) accounts have been faithfully and properly kept;
- (b) assets acquired, administered or otherwise held have been adequately safeguarded or accounted for; and
- (c) accounting systems and management control systems that relate to revenue, disbursements, the safeguarding or use of assets or the determination of liabilities were not in existence, were inadequate or had not been complied with.

After considerable discussion on this matter, the Board directed the President to once again request from the Auditor General an answer to the question previously asked and that is in what way the Peat Marwick audit is deficient. The Board had understood that the three areas identified above were certainly covered by the audit of Peat Marwick.

The Board further took the position that, since the Auditor General is not entitled to question the merits of decisions or actions of the Board or Senate, then it would not be appropriate to make available a record of all decisions or actions so made or taken. The Auditor General should have access to those decisions or actions which directly relate to her responsibilities in reporting on the three areas identified above. The Comptroller would prepare a record of such decisions and actions for presentation to the Board prior to release to the Auditor General.

The Board also asked that an audit plan be provided by the Auditor General prior to the commencement of the review in the areas noted above.

In conclusion, the Board observed that the amendments to the University Act in respect of the role of the Auditor General do not contemplate access to all the information requested and it is

necessary to reach an agreement within the extent of the authority which appears to have been granted.

5. SENATE MINUTES

The Minutes of the regular meeting of Senate held on Tuesday, January 11, 1994, copies of which were circulated prior to the meeting, were presented by the President and accepted by the Board. Specific approval was given to the following items:

ITEM 29 – REPORT OF THE EXECUTIVE COMMITTEE OF SENATE
ITEM 29.1 TO 29.5

ITEM 30.2 – UNIVERSITY MARSHALL EMERITUS

6. OTHER BUSINESS

1. SECURITY VEHICLES

In answer to a query as to why security personnel were driving what appeared to be expensive vehicles, Mr. Thistle informed the Board that a request to purchase these vehicles had been placed on tender requiring certain specifications and awarded to the lowest bidder. He noted that given the fact that the specifications called for extra features, such as a heavy duty suspension and being durable and reliable enough to withstand a considerable amount of usage, the security vehicles were actually purchased for a very reasonable price.

While on the subject of Security it was noted that the Security Department had been renamed the Campus Enforcement and Patrol Unit.

2. SAFETY ON CAMPUS

The issue of safety on campus was raised following a report that an alleged assault had taken place on the campus recently. The President informed the Board that measures have been and are being implemented to address this matter such as the "Walk Safe Program", extra lighting, video surveillance and the installation of emergency telephones on parking lots.

3. REPURCHASE OF PENSIONABLE SERVICE

Circulated for information was the annual report listing employees who were granted approval to repurchase pensionable service during the 1993 calendar year.

4. STATUS OF ACTIVE GRIEVANCES

Circulated for information was an updated list of MUNFA grievances and arbitration cases dated February 2, 1994.

ADJOURNMENT

The meeting adjourned at 9:45 p.m.