

**MEMORIAL UNIVERSITY OF NEWFOUNDLAND**

**BOARD OF REGENTS**

The regular meeting of the Board of Regents was held on Thursday, December 6, 2007, in the Board Room of the University, Room A-2029 at 2:00 p.m.

**PRESENT:**

Mr. Gil Dalton, Chair  
Ms. Mary Broderick, Vice-Chair  
Dr. John Crosbie, Chancellor  
Dr. Axel Meisen, President and Vice-Chancellor  
Dr. Eddy Campbell, Vice-President (Academic)  
Ms. Gaylene Buckle  
Ms. Ruth Canning  
Ms. Pat Coish-Snow  
Ms. Deanne Fleet  
Mr. Martin Gould  
Mr. Jim Igloliorte  
Mr. Earl Ludlow  
Ms. Meghan Mitchell  
Dr. Vinod Patel  
Mr. Tony Roche  
Ms. Rosellen Sullivan  
Ms. Eleanor Swanson  
Ms. Kathie Thoms  
Ms. Sherina Wall  
Ms. Eleanor Bennett, Secretary

**APOLOGIES:** Mr. Darek Moreau, Mr. Jim Keating, Ms. Jeannette Lundrigan Mr. Douglas Moores, Ms. Judy White and Mr. Stephen Winsor.

**PRESENT BY INVITATION:** Mr. Kent Decker, Vice-President (Administration and Finance) and Dr. Christopher Loomis, Vice-President (Research)

**1. MEETING CALLED TO ORDER**

The meeting was called to order at 2:00 p.m. by Mr. Dalton, Chair of the Board.

**2. APPROVAL OF THE AGENDA**

The agenda for the meeting was approved as amended.

**3. MINUTES**

The Minutes of the regular meeting of the Board of Regents held on October 18, 2007, a copy of which was circulated, were approved by the Board.

**4. CHAIR'S REPORT**

1. Update on Presidential Search

Mr. Dalton provided an update on the progress of the Presidential Search Committee. He advised that the work of the committee is progressing on schedule. He anticipated that interviews will be held with the short-listed candidates in mid-January.

2. Establishment of Ad Hoc Committee to Review Board Committees

Mr. Dalton advised the Board that he had asked Mr. Ludlow to Chair an Ad Hoc Committee to review the Board Committee structure. Mr. Ludlow presented a draft terms of reference of this committee. The following members have agreed to serve:

Mr. Earl Ludlow, Chair of the Committee  
Ms. Pat Coish-Snow  
Ms. Rosellen Sullivan  
Ms. Sherina Wall

3. Membership of the Policy Oversight Committee of the Board

Mr. Dalton informed the Board that the following members had agreed to serve on the Policy Oversight Committee:

Mr. Tony Roche, to act as Chair of the Committee  
Mr. Jim Igloliorte  
Ms. Meghan Mitchell  
Ms. Eleanor Swanson  
Ms. Sherina Wall

4. Update on Sir Wilfred Grenfell College Governance Matter

Mr. Dalton informed the Board that Government had established a Stakeholders Advisory Committee to support Sir Wilfred Grenfell College's transition to separate university status. This committee will help develop options for the Government's consideration, including approaches in governance, student services and financial issues. The committee will be co-chaired by Dr. Adrian Fowler and Mr. Joe O'Neill and is also comprised

of members of the Board of Regents, student representatives, officials from Memorial and Grenfell campuses, and representatives of the Provincial Government.

#### 5. Appointment of New Student Representative

The Board received and reviewed a recommendation from the Grenfell College Students Union for the appointment of Ms. Melissa Squarey as their representative on the Board of Regents. Ms. Squarey replaces Mr. Steven Cranford, whose term is completed.

The Board was advised that Ms. Squarey meets the requirements as set out in the *Memorial University Act*. The appointment is subject to the approval of the Lieutenant-Governor in Council.

After discussion, the following resolution was passed:

#### **RESOLVED:**

That the Board of Regents recommends to the Lieutenant-Governor in Council the appointment of Ms. Melissa Squarey as a student member on the Board of Regents representing the Grenfell College Students Union, for a term of two years, effective immediately.

### **6. PRESIDENT'S REPORT**

#### 1. Activities Report

Dr. Meisen reported on a number of activities in which he was involved since the last Board meeting as follows:

- Oct. 25      He attended the Alumni Tribute Awards Ceremony/Dinner. Recipients were Darryl Fry, Marlene Shehata, Dr. Wayne Gulliver and Jocelyn Greene.
  
- Nov. 5      He spoke at the Affinity Newfoundland and Labrador dinner in Ottawa.
  
- Nov. 6      Boston – He spoke at an ACOA sponsored function on commercialization and working with North Eastern universities.
  
- Nov. 8      Toronto – He spoke at the Affinity Newfoundland and Labrador dinner.

- Nov. 15 He, along with members of the senior administration, met with Minister Burke regarding budget and update of current issues.
- Nov. 21 He hosted dinner for Royal Society of Canada recipients. Dr. Vit Bubenik of MUN's Linguistics Department was one of the inductees.
- Nov 28 to Dec. 1 He chaired the meeting of the Board of Directors of MUN(UK).  
  
He spoke at the Affinity Newfoundland dinner at the House of Commons in London.
- Dec. 2 He hosted an appreciation function for the organizers of the Affinity Event in Calgary earlier in the year.

Mr. Roche joined the meeting at 3:15 p.m.

## 2. Presentation of the 2007 President's Report

The Board welcomed to the meeting Mr. Ivan Muzychka Associate Director (Communications), Division of Marketing and Communications, who provided a video presentation on some of the Highlights of the President's Report for 2007. He noted that the Report is available as a website and a print/DVD document containing interesting feature stories and profiles of students and alumni, as well as outstanding faculty. The Report also includes highlights of some of the innovative research and other scholarly activities taking place in the province, and Memorial's contributions to the greater community. The theme of this year's Report is "Achievements & Transformations."

Mr. Muzychka noted that Dr. Meisen formally presented the Report to the Minister of Education on November 15<sup>th</sup>. In addition, copies of the Report were sent to community and business groups, educational leaders, media representatives as well as to major donors, granting councils and other university supporters. The Report includes the University's complete financial statements and an array of statistics on the province's only university. This year's Report also includes a summary of Memorial's Strategic Plan.

Mr. Muzychka requested the Board to provide any feedback on the Report's strengths or weaknesses either to him or to the President's Office.

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Report's strengths or weaknesses either to him or to the President's Office.

Following a question and answer session, the Chair thanked Mr. Muzychka for the work on the Report and his very informative presentation. Mr. Muzychka then left the meeting.

### 3. Macleans Rankings and Globe and Mail Report Card

The Board received and reviewed background information pertaining to the Canadian universities rankings produced each year by *Maclean's Magazine* and *The Globe and Mail* newspaper, which was presented by Dr. Campbell. The Board was advised that *Maclean's* produces a ranking based on publicly available information supplemented by data provided by participating institutions and also a student opinion survey. *The Globe and Mail* produces a student opinion survey and an on-line tool for students to develop their own rankings, which is called the *University Navigator*. Memorial placed fifth in the *Maclean's* ranking and did quite well in both student surveys, with neither providing an overall ranking. An analysis of the rankings and their methodological short-comings was included with the background information.

Despite limitations in methodology, the rankings provide information to prospective students and there is considerable demand for the data. In the absence of a better system, students will continue to utilize whatever means are available to help inform their choice of post-secondary institution. This is a major reason why Memorial University continues to participate in the rankings.

In response to the need to provide information to interested stakeholders (including students, parents, government, industry), universities have begun to work together to produce a common set of data. Such data would address the inherent flaws in the aforementioned rankings.

### 4. Briefing on Behavioural Incident Response Team Protocol and Crisis Communication

The Board received and reviewed a summary report of incidents that have taken place on or near the St. John's campus during the fall semester, which was presented by Mr. Decker.

Following a discussion, it was suggested that the Board receive a detailed presentation on the general university security program at its next Board meeting scheduled for February 7<sup>th</sup>, 2008, perhaps following the regular Board dinner.

## 5. Enrollment Targets and Recruitment Initiatives for 2008-09 Academic Year

The Board received and reviewed statistical reports pertaining to the 2008-2009 enrolment targets and the progress of the Winter Semester 2008 registration, which were presented by Dr. Campbell. Included in the enrolment target report were a wide variety of initiatives currently under way, which is intended to provide continuous improvement in recruiting and retention practices.

## 6. Appointments to CCFI Board of Directors

The Board received and reviewed background information pertaining to reappointments to the Board of Directors of the Canadian Centre for Fisheries Innovation.

After discussion, the following resolution was passed:

### **RESOLVED:**

That the Board of Regents approves an extension of the terms of appointment of the following members of the Board of Directors of the Canadian Centre for Fisheries Innovation (CCFI) for the period from December 31, 2007 to June 30, 2008:

Mr. Ray Andrews  
Mr. Ross Butler  
Mr. Gabe Gregory  
Mr. Gudmunder Hognasson  
Mr. Dave Bonnell  
Ms. Helen Evans  
Dr. Robert Lucas  
Ms. Caroline Davis  
Mr. Will Apold  
Mr. Gerard Chidley  
Mr. Frank Hennessey  
Mr. Alexander Roche  
Mr. Jean-Guy d'Entremont  
Mr. Karl Kenny  
Ms. Siobhan Coady  
Dr. Rachael Ritchie

## 7. Appointment to Newfoundland Quarterly Foundation Board of Directors

The Board received and reviewed background information pertaining to

reappointments and new appointments to the Newfoundland Quarterly Foundation Board of Directors.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the following reappointments to the Board of Directors of the Newfoundland Quarterly Foundation, for a two-year period ending on December 31, 2009:

Dr. Jim Hiller  
Ms. Frankie O'Neill  
Mr. David Blackwood  
Dr. John Fraser  
Dr. Patricia O'Brien  
Mr. David Bradley  
Ms. Linda Bartlett  
Dr. Ron Sparkes

Further, that the Board approves the appointment of the following new members for a two-year period ending December 31, 2009:

Mr. Russell Wangersky  
Mr. David Hood  
Ms. Dawn Roche

Further that the Board approves the appointment of Dr. Jim Hiller as Chair of the Board of Directors for a two-year period, ending December 31, 2009.

**8. Appointment to MURC Board of Directors**

The Board received and reviewed background information pertaining to reappointments and new appointments to the Board of Directors of the Memorial University Recreation Complex (MURC).

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the following reappointments to the Board of Directors of the Memorial University Recreation Complex (MURC):

Ms. Jill Pitcher for a term commencing immediately and ending on December 6, 2008;

Mr. Ray Hawco for a further three-year term, ending on December 6, 2010.

9. Appointments to Campus Childcare Inc. Board of Directors

The Board received and reviewed background information pertaining to a new appointment to the Board of Directors of the Campus Childcare Inc.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the appointment of Ms. Kelly O'Dea-Anthony, Parent Representative, to the Board of Directors of Campus Childcare Inc. for a two-year term, effective November 1, 2007.

10. Appointments and Reappointments to MUN Botanical Garden Board of Directors

The Board received and reviewed background information pertaining to reappointments and new appointments to the Board of Directors of the Memorial University Botanical Garden.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the following reappointments to the Board of Directors of the Memorial University Botanical Garden for the period ending October 31, 2008:

Mr. Karl Green  
Ms. Gail Pearcey  
Ms. Dianne Smith

Further that the Board of Regents approves the following new appointments for a three-year term ending October 31, 2010:

Ms. Lucy Dobbin  
Ms. Karen Morris



The Board also noted the following retirements from the Board of Directors of the Memorial University Botanical Garden:

Ms. Ann Budgell  
Dr. Luise Hermanutz

#### 11. Appointments to Edutech Services Board of Directors

The Board received and reviewed background information pertaining to new appointments to the Board of Directors of Edutech Services Inc.

After discussion, the following resolution was passed:

#### **RESOLVED:**

That the Board of Regents approves the following appointments to the Board of Directors of Edutech Services Inc. for the terms indicated:

Dr. Gary Gorman, Dean of the Faculty of Business Administration, representing Memorial University, for a 3 year term, expiring December 31, 2010;

Mr. Jim Tuff, Director of the Centre for Distance Learning and Innovation, representing the Department of Education, for a 2 year term expiring December 31, 2009;

Mr. John Hutchings, Chief Financial Officer, representing the College of the North Atlantic, for a 2 year term expiring December 31, 2009;

Mr. Peter Collins, Manager, Information Systems, Newfoundland Power, representing the business community, for a 2 year term expiring December 31, 2009.

Further, the Board approved the appointment of Mr. Glenn Collins, Registrar, as Chairman of the Edutech Services Inc. Board of Directors.

#### 12. Appointment to the Board of Directors of the Pepsi Centre

The Board received and reviewed background information pertaining to an appointment to the Board of Directors of the Western Sports and Entertainment Inc. (The Pepsi Centre).

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents confirms the appointment of Mr. Brandon MacDonald, as the representative of the City of Corner Brook, to the Board of Directors of Western Sports and Entertainment Inc. (The Pepsi Centre), effective August 13, 2007 and ending April 24, 2009.

**13. Appointments and Reappointments to the Marine Institute Industry Advisory Board**

The Board received and reviewed background information pertaining to the extension of appointments to the Board of Directors of the Marine Institute Industry Advisory Board.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves an extension of the following appointments to the Board of Directors of the Marine Institute Industry Advisory Committee for a further term ending December 31, 2009:

Mr. Greg Pretty  
Mr. Wayne Follett  
Ms. Iris Petten

Further, the Board approves the new appointment to the Board of Directors of the Marine Institute Industry Advisory Committee for the following terms:

Captain Rick Strong, for the term ending December 31, 2009.

Ms. Margaret Allen, for the term ending December 31, 2010.

Mr. Leonard Pecore, for the term ending December 31, 2010.

Mr. Ross Butler, for the term ending December 31, 2010.

The Board was also advised that the terms of the following members will be completed December 31, 2007:

Mr. Gary Davis  
Mr. Rex Simmonds

Mr. Bill Fleming  
Mr. Philip Clark  
Mr. Barry Roberts

**7. FINANCE COMMITTEE MEETING**

The Minutes of the Finance Committee meeting held on December 6, 2007, a copy of which was circulated, were presented by Ms. Coish-Snow, Chair of the Committee, and approved by the Board.

On the recommendation of the Finance Committee, the following resolutions were passed with respect to the items requiring specific approval of the Board:

Item A - Mid-Year Update on the University's 2007-08 Financial Position

The Board received and reviewed a mid-year update on the University's 2007-08 financial position

A further update will be provided to the Board at their February 7th, 2008 meeting.

Item 3017 - Creation of Permanent Positions

The Board received and reviewed background information including the rationale for the establishment of a number of permanent positions.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the establishment of the following permanent positions:

School of Nursing

SON-016 - Academic Program Assistant

Department of Computing and Communications

CGS-096 - Systems Analyst

Office of International Student Advising

International Student Advisor: Office Manager

International Student Advisor: Student Settlement Programs

Coordinator

International Student Advisor:

International Student Advisor: Outreach Programs  
Coordinator

**8. AUDIT AND RISK MANAGEMENT COMMITTEE MEETING**

A summary of the meeting of the Audit and Risk Management Committee meeting on December 4, 2007 was presented by Ms. Swanson, Vice-Chair of the Committee, and approved by the Board.

**1. Update on 2005 Auditor General Report**

The Board received and reviewed background information pertaining to the 2005 Auditor General Report. The Board was advised that in January 2006, the Auditor General released his report to the House of Assembly regarding the financial operations of the University. This report contained 26 recommendations: 14 reflect actions that Memorial University had initiated before the Auditor General reported; 5 are inconsistent with well-established practices at Memorial University and other major Canadian universities or otherwise do not require change. There were 7 recommendations by the Auditor General on which the University agreed to take action.

The Board was advised that in October, the University received a letter from the Auditor General requesting information on the comments and recommendations in his report. Such requests are routinely made by the Auditor General's Office. The Board received a copy of the reply to the Auditor General from the Board Chair providing an update on actions taken by the University.

**9. APPOINTMENTS COMMITTEE MEETING**

The Board received and reviewed Reports of Action taken by the Appointments Committee at its meetings on November 14, 2007 and December 6, 2007, which were presented by Ms. Broderick, Chair of the Committee, and approved by the Board.

After discussion, the following resolution was passed with respect to the appointments requiring specific approval of the Board:

**RESOLVED:**

That the Board of Regents approves the appointment of Dr.

Peter Rans as Director of Co-operative Education, for a six-year term, effective December 10, 2007.

That the Board approves the appointment of Ms. Karen Hollett as General Counsel, effective a date to be determined.

## **10. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE MEETING**

The Minutes of the Campus Planning and Development Committee meeting held on December 6, 2007, were presented by Ms. Broderick, Chair of the Committee, and accepted by the Board.

### 1. Update on Capital Projects

The Board received and reviewed a summary report of the following capital projects which are underway or being planned:

#### St. John's Campus

- Energy Performance Contract
- School of Pharmacy – Professional Practice Laboratory Renovations
- Faculty of Arts Offices Relocation/VP Academic Office Relocation
- Smallwood Centre – Gathering Space
- New Residence
- Residence Renovations

#### Marine Institute

- Holyrood Marine Base

#### Sir Wilfred Grenfell College

- Long-term Care Facility
- Corner Brook Curling Club Facilities (Rec Plex)
- Master Plan Update
- New Residence

## **11. LABOUR RELATIONS UPDATE**

The President provided an update on the following:

### 1. Revision to MUNFA Collective Agreement

The Board received and reviewed background information pertaining to revisions to the MUNFA Collective Agreement with respect to the abolition of Mandatory Retirement. The Board was advised that the current provisions in the MUNFA Collective Agreement with respect to retirement are set forth in Sections 25.04 and 25.05.

The Board was reminded that at its meeting on February 1, 2007 it approved the abolition of Mandatory Retirement effective the date of the changes to the Human Rights Code (May 27, 2007), and directed the Administration to take the necessary actions to provide an orderly implementation. The Board was advised that Sections 25.04 and 25.05 were not open for negotiations during the recent round of collective bargaining between MUNFA and the University.

However, MUNFA has requested that the foregoing articles be changed to remove reference to retirement on an Academic Staff Member's 65<sup>th</sup> birthday. Also, it is necessary to reflect these changes in the Memorial University Pension Plan. The Board was advised of the University Administration's recommendation to revise Sections 25.04 and 25.05 of the MUNFA Collective Agreement. The Board concurred with these changes.

#### 2. Update on LUMUN Negotiations

The Board was advised that negotiations are continuing with the newly constituted Lecturers Union (LUMUN).

#### 3. Update on TAUMUN Negotiations

The Board was advised that negotiations with the Teaching Assistants Union (TAUMUN) is ongoing.

### **12. SEPARATELY INCORPORATED ENTITIES COMMITTEE MEETING**

A verbal report of the Meeting of the Separately Incorporated Entities Committee held on December 6, 2007, was presented by Ms. Canning, Chair of the Committee.

#### 1. Management Agreement with Campus Childcare Inc.

Ms. Canning advised the Board that the Management Agreement with the Campus Childcare Inc. was being reviewed by the SIE Committee and it was anticipated that the final agreement would be presented to the Board for its approval by the time of the February 7<sup>th</sup>, 2008 meeting.

### **13. SENATE**

The Board received a report of items of business considered by Senate at its regular meetings held on October 9, 2007 and November 13, 2007. Approval was given to the following items requiring Board approval under Section 56(h) (course of study) and 56(s) (making or altering a rule or

regulation) of the Act:

October 9, 2007 Meeting:

Item 20 Report of the Academic Council of the School of Graduate Studies (No. 20.1)

Policy on Intellectual Property

The Board received and reviewed background information pertaining to this matter. After discussion, and on the recommendation of Senate, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves a recommendation from Senate for the proposed Policy on Intellectual Property.

November 13, 2007 Meeting:

Item 28 Report of the Senate Committee on Undergraduate Studies (No. 28.1 - 28.13)

Item 29 Report of the Academic Council of the School of Graduate Studies (No. 29.1 - 29.2)

Item 30 Report of the Senate Committee on Undergraduate Studies (No. 30.1)

Item 31 Report of the Academic Council of the School of Graduate Studies (No. 31.1 - 31.2)

**14. OTHER BUSINESS**

1. Last Board Meeting for Dr. Axel Meisen

Mr. Dalton acknowledged that this was the final Board meeting that Dr. Meisen would be attending. In this regard he proposed the adoption of following resolution, which was passed unanimously:

**RESOLVED THAT** the Regents of Memorial University of Newfoundland acknowledge with sincere gratitude and appreciation the outstanding service rendered to the University by Dr. Axel Meisen during his term as President and Vice-Chancellor.

**AND THAT** the Regents extend their warmest wishes to him in all his future endeavours.

In reply, Dr. Meisen thanked the Board for their enormous support and remarked that he thoroughly enjoyed and valued his work and close associations with the Board during his term.

**ADJOURNMENT**

The meeting adjourned at 5:40 p.m.