

**MEMORIAL UNIVERSITY OF NEWFOUNDLAND**

**BOARD OF REGENTS**

The regular meeting of the Board of Regents was held on Monday, February 8, 2010, at 2:30 p.m., in the Board Room of the University, Room A-2029.

**PRESENT:**

Mr. Robert E. Simmonds, Chair  
Dr. Christopher W. Loomis, President and Vice-Chancellor, *Pro Tempore*  
Chancellor Rick Hillier  
Dr. Reeta Tremblay, Vice-President (Academic), *Pro Tempore*  
Ms. Sheila Ashton  
Ms. Julie Browne, via teleconference  
Ms. Pat Coish-Snow, via teleconference  
Ms. Mary Cormier  
Mr. Brian Dalton, via teleconference  
Mr. Adam Daniels  
Ms. Michelle Daye  
Mr. Rex Gibbons, via teleconference  
Mr. Martin Gould  
Ms. Noreen Greene-Fraize  
Mr. Ken Marshall  
Mr. Bill Matthews  
Mr. Tony Roche  
Ms. Kathleen Roul  
Ms. Donna Stone  
Ms. Eleanor Swanson  
Mr. Auburn Warren  
Ms. Tina Pardy, Secretary

**APOLOGIES:** Mr. Gilbert Bennett, Mr. Jerry Byrne, Ms. Jennifer Guy, Mr. Jim Keating, Dr. Vinod Patel, Mr. Kent Decker.

**PRESENT BY INVITATION:**

Dr. Ray Gosine, Vice-President (Research), *Pro Tempore*, Mr. Glenn Collins, Advisor to the Board, Ms. Karen Hollett, General Counsel.

**5633. MEETING CALLED TO ORDER**

The meeting was called to order at 2:30 p.m. by Mr. Simmonds, Chair.

The Chair welcomed Dr. Gary Kachanoski, President and Vice-Chancellor Designate to the meeting as an observer.

**5634. APPROVAL OF THE AGENDA**

The agenda for the meeting was approved, as amended.

**5635. MINUTES**

The Minutes of the regular meeting of the Board of Regents held on December 10, 2009 and the special meeting of the Board of Regents held on December 15, 2009 were approved, as amended by the Board.

**5636. CHAIR'S REPORT**

1. Approval of Employment Contract for Dr. Gary Kachanoski

Dr. Kachanoski left the meeting during discussion of this item.

The Board was provided with copies of Dr. Gary Kachanoski's draft employment contract dated February 8, 2010 and Mr. Simmonds provided an overview and highlighted the significant provisions of his employment contract. This document resulted from discussions between Dr. Kachanoski and his lawyer Mr. Chris Lane of McLennan Ross, Edmonton and Mr. Simmonds and the University's solicitor, Mr. James Thistles of McInnes Cooper, following the Board's approval of Dr. Kachanoski's appointment on November 17, 2009. In consultation with the Executive Compensation Committee, and after discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents ratifies the terms and conditions of employment for Dr. Gary Kachanoski as outlined in the employment contract and as recommended by the Executive Compensation Committee dated February 8, 2010.

Dr. Kachanoski returned to the meeting at this point.

2. Correspondence from Honorable Darin King dated January 7, 2010

A letter dated January 7, 2010 was received from the Honorable Darin King confirming the establishment of a Joint Government/University Committee on University Autonomy with membership to include:

Three Memorial University representatives:  
- President (to also serve as Co-Chair)  
- Chair of the Board of Regents (or delegate)  
- Representative of Senate

Three Government representatives:  
- Deputy Minister of Education (to also serve as Co-Chair)  
- Associate Deputy Minister of Education  
- Assistant Secretary to Cabinet

3. Correspondence from the Honorable Darin King dated January 29, 2010

A letter dated January 29, 2010 was received from the Honorable Darin King thanking the Chair and members of the Board for their assistance regarding the December 16, 2009 announcement concerning government's enhanced investment and future plans for Sir Wilfred Grenfell College.

**5637. PRESIDENT PRO TEMPORE REPORT**

1. President's Summary of Activities in Support of the Strategic Plan

A report on the external activities of the President during the period December 11, 2009 to January 15, 2010 with emphasis to activities relating to the University's Strategic Plan was provided.

2. Registration Progress Report for the Winter 2010 Semester

The Board received and reviewed background information pertaining to the registration progress report for the Winter 2010 semester and the implications of final registration data on the 2009-2010 budget.

Dr. Loomis was pleased to report that as of the end of regular registration for Winter semester, January 21, 2010, data shows that total enrolments are up from last year. An examination of enrolment shows that from Winter 2008-2009 to Winter 2009-10 there is an increase in enrolments for new Newfoundland and Labrador, national and international students. The significant increase in new Newfoundland and Labrador students is drawn primarily from previous high school graduates and mature students. Dr. Loomis reported that there are also slight increases in continuing Newfoundland and Labrador and national students and that continuing international students have increased fairly significantly. When the numbers are analyzed by campus, there is an increase in new students and students beyond first year for the St. John's campus and a decrease in both categories for Sir Wilfred Grenfell College. Dr. Loomis noted that graduate enrolments continue to increase considerably across the board.

3. Process to Implement a Renewed Governance Structure for Sir Wilfred Grenfell College

The Board received and reviewed background information pertaining to the process to implement a renewed governance structure for Sir Wilfred Grenfell College. Dr. Loomis reminded Board members that on December 16, 2009, the Government of Newfoundland and Labrador announced the initiatives to "increase the independence of Sir Wilfred Grenfell". Initiatives which government has asked the Board to consider include:

- Rename Sir Wilfred Grenfell College to Memorial University of Newfoundland – Corner Brook to enhance its unique identity within the university;
- Submit a separate budget to the Provincial Government for Grenfell through the Board of Regents to allow independent budget process and priority setting;

Process to Implement a Renewed Governance Structure for Sir Wilfred Grenfell College (cont'd)

- Position the Principal of Grenfell on Memorial's Senior Executive Committee reporting directly to the President of the University.
- Establish a Sir Wilfred Grenfell Secretariat located in Corner Brook to work collaboratively with the Board of Regents and Grenfell and to support the re-branding, marketing and recruitment efforts.

The Provincial Government also announced increased funding for Sir Wilfred Grenfell College as follows:

- Funding of \$1.76 million will be allocated for local, national and international student recruitment, as well as funding to brand and market the Corner Brook campus as a university and to recruit students to the campus.
- Funding will be allocated in the amount of \$1.6 million to support five new positions to attract increased research funding for Grenfell. The funding will also support additional positions in student support services and administrative support at Grenfell, to support growth in both research and student enrolment.
- Annual funding in the amount of \$1.6 million to eliminate Grenfell's existing operating deficit.

The Board was informed that the President will create a Task Force on a Renewed Governance Structure for Sir Wilfred Grenfell College (Task Force) to oversee the implementation of these initiatives. Membership on the Task Force will include:

President and Vice-Chancellor, *Pro Tempore* (Chair)  
Vice-President (Academic), *Pro Tempore*  
Vice-President (Administration & Finance)  
Acting Principal, Sir Wilfred Grenfell College  
Acting Vice-Principal, Sir Wilfred Grenfell College  
Advisor to the Board

The Task Force will be supported by four committees, comprised of representatives of Memorial University St. John's Campus and the Sir Wilfred Grenfell College Campus in the following areas:

Academic matters  
Research  
Administration & finance  
Communications & nomenclature

In their respective broad categories of academic matters, research, administration & finance, and communications & nomenclature, in consultation with the appropriate individuals and bodies, the Committees will:

- identify areas which require change
- examine and document the implications involved in such changes

Process to Implement a Renewed Governance Structure for Sir Wilfred Grenfell College (cont'd)

- make recommendations to the Task Force for change. Management changes will require the approval of the President. Policy changes will require the approval of the Board of Regents, subject to recommendations from the existing ad hoc Committee to Strengthen Governance of the Board of Regents (the ad hoc Committee's mandate and membership will need to be reviewed).

In order to reinforce the change in governance for Sir Wilfred Grenfell College and in particular for the position of Principal, it is recommended that the Board of Regents re-title the position to Vice-President (Corner Brook). It is understood that this will be an interim title until a new name for Sir Wilfred Grenfell College is officially approved by the Board of Regents. It is also recommended that Dr. Holly Pike, who currently serves as Acting Principal, be appointed as Acting Vice-President (Corner Brook) with the same terms and conditions as agreed by the Board at its meeting of March 31, 2009.

It is further being recommended that the Board of Regents extend a standing invitation to the new Vice-President to attend meetings of the Board as is now the case for the Vice-President (Administration & Finance) and the Vice-President (Research). Dr. Loomis noted that he has already invited the Acting Principal to join the Senior Executive Committee.

It is understood that as a consequence of this change, the Board will later receive recommendations regarding retitling the positions of Vice-Principal and Associate Vice-Principal (Research).

As suggested by government in its December 16, 2009 release, it is recommended that the Board of Regents establish the Sir Wilfred Grenfell College Secretariat. The Secretariat will be comprised of the following professional and administrative contractual positions, for an initial period of 12 months, listed below:

- Director of the Sir Wilfred Grenfell College Secretariat
- Associate Director of Administration and Finance (SWG C Secretariat)
- Associate Director of Communications (SWG C Secretariat)
- Executive Assistant

The President advised that he will provide regular reports on the actions of the Task Force and its committees to the Board of Regents through the *ad hoc Committee to Strengthen Governance*.

Process to Implement a Renewed Governance Structure for Sir Wilfred Grenfell College (cont'd)

Following a lengthy discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the recommendation to re-title the position of Principal of Sir Wilfred Grenfell College to Vice-President (Corner Brook); appoints Dr. Holly Pike as Acting Vice-President (Corner Brook) with the same terms and conditions as agreed by the Board at its meeting of March 31, 2009; and extends a standing invitation to the new Vice-President (Corner Brook) to attend meetings of the Board, similar to that for the Vice-President (Administration and Finance) and the Vice-President (Research). Be it further resolved that the Board of Regents approve the creation of the Sir Wilfred Grenfell College Secretariat for an initial period of 12 months as proposed in the Board submission; and to request the ad hoc Committee to Strengthen Governance to recommend changes to its mandate and membership to accomplish the tasks as outlined in the Board submission.

It was further noted that the Board concurred with the creation of a Task Force on a Renewed Governance Structure for Sir Wilfred Grenfell College as outlined in the Board submission.

4. Marine Institute Industry Advisory Committee

The Board received and reviewed background information pertaining to the appointments and reappointments to the Marine Institute Industry Advisory Committee.

Following a brief discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the following reappointments to the Marine Institute Industry Advisory Committee for a three year term effective January 1, 2010 as follows:

Captain Sidney Hynes, Chair  
Ms. Iris Petten  
Mr. Wayne Follett  
Mr. Greg Pretty

Further, the Board approved the following appointments for a three year term effective January 1, 2010:

Mr. James Baird  
Mr. Neil Chaulk

## **CONSENT AGENDA**

Noting that the items were dealt with in detail in meetings of the appropriate committees, it was moved by Mr. Dalton, seconded by Ms. Pat Coish-Snow and carried that the consent agenda, comprising the resolutions listed in 5638 through 5645 below be approved as follows:

### **5638. FINANCE COMMITTEE MEETING**

At a meeting held on February 4, 2010, the Finance Committee passed the following resolutions with respect to the items requiring specific approval of the Board:

1. Establishment of two Permanent Academic Administrative Positions at the Associate Dean level in the Faculty of Engineering and Applied Science

The Board received background information and agreed to authorize the establishment of two permanent academic administrative positions namely, Associate Dean (Graduate Studies) and Associate Dean (Research) in the Faculty of Engineering and Applied Science and as outlined in the Board submission.

2. Approval of Position of Academic Director, Master of Business Administration (Executive Option in Petroleum)

The Board received background information and agreed to the position of Academic Director of the Master of Business Administration (Executive Option in Petroleum) program, to be compensated with a two-course remission and a \$1500 per annum stipend.

3. Revision to the Statement of Investment Policy and Objectives for Endowment Funds and Non-endowed Funds

The Board received background information and agreed to the proposed revision to the Statement of Investment Policy and Objectives

### **5639. EXECUTIVE COMPENSATION COMMITTEE**

The Board received background information and approved a recommendation from the Executive Compensation Committee that members of the Senior Executive Group be granted salary increases as outlined in the Board submission.

### **5640. APPOINTMENTS COMMITTEE**

1. Academic Appointments Report

The Board received the Reports of Action of the Appointments Committee dated February 8, 2010 which was forwarded to the Board for approval.

**5641. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

1. Update on Progress of Capital Projects

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

St. John's Campus

- New Residence
- Residence Renovations
- Newfoundland & Labrador Centre for Interdisciplinary Research in Human Genetics and Faculty of Medicine Building Extension, HSC
- Process Engineering Laboratory Renovations

Marine Institute

- Holyrood Marine Base

Sir Wilfred Grenfell College

- Academic Building
- New Residence

The Board was advised that projects are on time and on budget.

2. Selection of Consultant to provide a Functional Space Planning Study for Animal Care Facilities at the Health Sciences Centre and the Vivarium

The Board received background information and approved the selection of AE Consultants/WHW Architects to perform a functional space planning study of Animal Care Facilities within the Faculty of Medicine.

**5642. LABOUR RELATIONS MATTERS**

1. Update on LUMUN and TAUMUN

Dr. Loomis provided a verbal report of the Labour Relations Committee meeting held on February 8, 2010 at which time an update on the LUMUN and TAUMUN negotiations was provided.

2. Ratification of Collective Agreement with the Memorial University of Newfoundland Faculty Association

The Board received background information and ratified the Collective Agreement between Memorial University of Newfoundland and the Memorial University of Newfoundland Faculty Association (MUNFA) for full-time Faculty, Librarians and Cooperative Education Coordinators for the period September 1, 2009 to August 31, 2013 and as outlined in the Board submission.



**5643. SEPARATELY INCORPORATED ENTITIES COMMITTEE**

1. Appointments to the Board of Directors of the Newfoundland Quarterly Foundation

The Board received background information and approved appointments to the Board of Directors of the Newfoundland Quarterly Foundation for a two-year period effective January 1, 2010 as follows:

Dr. Verna Skanes  
Dr. Patricia O'Brien  
Dr. Ron Sparkes  
Dr. James Hiller  
Mr. David Hood  
Mr. Russell Wangersky

Further, the Board approved the appointment of Ms. Mary Chalker as a new member of the Board for a two year period effective January 1, 2010.

**5644. AUDIT AND RISK MANAGEMENT COMMITTEE**

1. Health and Safety Report

The Board received background information pertaining to the Health and Safety Report for Memorial University fo Newfoundland which provides an interim health and safety update included some of the key statistical information that is being tracked.

This item was received for information only and did not require a resolution of the Board.

**5645. SENATE MATTERS**

The Board received a report of items of business considered by Senate at its regular meeting held on December 8, 2009. 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:

- Item 48 Report of the Senate Committee on Undergraduate Studies  
(No. 48.1 - 48.10)
- Item 49 Report of the Academic Council of the School of Graduate Studies  
(No. 49.1 - 49.4)
- Item 50 Report of the Senate Committee on Undergraduate Studies  
(No. 50.1 - 50.4)
- Item 51 Report of the Academic Council of the School of Graduate Studies  
(No. 51.1 - 51.2)

**REGULAR AGENDA**

**5646. FINANCE COMMITTEE**

1. Update on the University's 2009-10 Financial Position

The Board received and reviewed background information pertaining to an update on the University's 2009-109 Financial position. On May 25, 2009, the Board of Regents approved the budget estimates for the fiscal year 2009-10 and projected a balanced budget.

A review of actual revenue and expenditures has been completed. At this time, total operating expenditures for 2009-10 are projected to be under budget by \$3,736,845.

A review of tuition revenue for the current fiscal year compared to 2007-08 indicates total tuition revenue will be \$1,458,598 above budget by the end of this fiscal year. This Tuition Revenue surplus has been included in the projected year end results.

It was noted that in December 2009, the Department of Education announced additional funding to the University for the 2009-10 fiscal year. This additional government funding (except for SWGC) has been included in the projected year end results as revenue and expenditure.

It was further noted that other revenue sources are projected to be on budget. A summary of the year-end financial position is shown in the Board submission.

Regents will receive a further update in the March 2010 meeting.

This item was for information and did not require a resolution of the Board.

2. Increase to the Project Spending Threshold requiring Board of Regents Approval

The Board received and reviewed background information pertaining to the increase to the project spending threshold requiring approval of the Board of Regents. Following a brief discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the recommendation that projects, including construction and information technology projects, with total costs greater than \$1,000,000 require Board approval.

**5647. POLICY OVERSIGHT COMMITTEE**

1. Revised Policy - Information Technology Project Approval Policy (formerly titled Computing Systems Development Approval Policy)

The Board received and reviewed background information pertaining to the revised policy entitled "Information Technology Project Approval Policy".

Revised Policy - Information Technology Project Approval Policy (formerly titled Computing Systems Development Approval Policy) (cont'd)

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board approves the policy entitled "Information Technology Project Approval Policy", its related Procedures and the Implementation Plan to be effective immediately.

**5648. OTHER BUSINESS**

1. MUN Varsity Hockey Team

The Chair provided a verbal update with regard to the preliminary discussions in striking a committee to examine the feasibility of reinstating varsity hockey teams at Memorial.

The Chair then provided Chancellor Rick Hillier with an opportunity to update members of the Board on his recent activities relating to Memorial University.

**ADJOURNMENT**

The meeting adjourned at 4:00 p.m.

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**CHAIR**

\_\_\_\_\_  
**SECRETARY**

\_\_\_\_\_  
**DATE**