

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Thursday, February 3, 2011, at 3:00 p.m., in the Board Room of the University, Room A-2029.

PRESENT:

Mr. Robert E. Simmonds, Chair
Dr. Gary Kachanoski, President and Vice-Chancellor, via videoconference
Ms. Sheila Ashton
Mr. Roger Bill, via teleconference
Mr. Richard Chislett
Ms. Pat Coish-Snow, via teleconference
Ms. Mary Cormier
Mr. Brian Dalton
Mr. Adam Daniels
Ms. Michelle Daye
Mr. Rex Gibbons, via teleconference
Ms. Noreen Greene-Fraize
Ms. Jennifer Guy
Ms. Sarah-Ann King
Mr. Ken Marshall
Mr. Tony Roche
Ms. Kathleen Roul
Ms. Donna Stone
Ms. Eleanor Swanson
Mr. Auburn Warren
Ms. Tina Pardy, Secretary

APOLOGIES: Chancellor Rick Hillier, Dr. Evan Simpson, Mr. Gilbert Bennett, Ms. Julie Browne, Mr. Jerry Byrne, Mr. Jim Keating, Mr. Bill Matthews, Dr. Vinod Patel.

PRESENT BY INVITATION:

Mr. Kent Decker, Vice-President (Administration and Finance) via videoconference; Dr. Christopher W. Loomis, Vice-President (Research), Dr. Holly Pike, Acting Vice-President (Grenfell Campus) via videoconference; Mr. Glenn Collins, Advisor to the Board; Ms. Karen Hollett, General Counsel.

5747. MEETING CALLED TO ORDER

The meeting was called to order at 3:00 p.m. by Ms. Eleanor Swanson, Vice-Chair.

5748. APPROVAL OF THE AGENDA

The agenda for the meeting was approved, as amended.

5749. **MINUTES**

The Minutes of the regular meeting of the Board of Regents held on December 9, 2010 and the Special Meeting held on January 25, 2011 were approved by the Board with noted editorial amendments.

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

5750. **PRESIDENT'S REPORT**

1. Update on activities of the Task Force on a Renewed Governance Structure for Grenfell Campus

Dr. Kachanoski provided an update with respect to the activities of the Task Force on a Renewed Governance Structure for Grenfell Campus.

2. President's Summary of Activities in support of the Strategic Plan

Reports on the activities of the President and Vice-Chancellor, during the period December 10, 2010 to January 24, 2011 with emphasis to activities relating to the University's Strategic Plan were provided.

3. Search for Vice-President (Grenfell Campus)

Dr. Kachanoski provided an update with respect to the search for the Vice-President (Grenfell Campus). He noted that the Search Committee would convene in the coming days to review feedback and conduct an assessment of the four short-listed candidates.

4. Registration Progress Report for Winter 2011

The Board received and reviewed a registration progress report for the Winter 2011 semester as of January 6, 2011 as follows:

Undergraduate:

There is an overall increase in undergraduate enrolment of 3.8% from last year. Registrations for all campuses are up 2.9% with St. John's and Grenfell Campus seeing increases of 3.2% and 6.1% respectively and Distance Education seeing a decrease of 0.6%.

Graduate Enrolments:

There is an overall increase in graduate enrolment of 10.5% from this point last year. Registrations are up 6.0%.

Marine Institute Enrolments:

Registration and enrolment data for undergraduate students enrolled in degree programs at the Marine Institute are reported in the undergraduate enrolments described above. There is an increase in MI degree program enrolment of 9.3% from last year. There is an increase in MI diploma and certificate enrolment of 8.8% from last year. Data on Marine Institute diploma and certificate registrations were not available at the time of the printing of this report.

5751. CHAIR'S REPORT

1. Smoking Policy

Mr. Simmonds noted that Mr. Kent Decker, Vice-President (Administration and Finance) has been reviewing the University's existing policy on smoking including next steps in a review of that policy. Mr. Decker then remarked he is working with the Department of Health and Safety in the redrafting of the policy. He further noted that once a draft policy has been developed, it will go through the normal consultation process with the Memorial University community before it is brought to the Board for its consideration.

2. Changes to Cabinet

Mr. Simmonds noted that on January 13, 2011, Premier Kathy Dunderdale announced changes to the Cabinet which included the appointment of the Honourable Joan Burke as the Minister of Education. He advised that he contacted Minister Burke to convey congratulations on behalf of the Board.

CONSENT AGENDA

At the request of Ms. Jennifer Guy and Mr. Adam Daniels and with the consent of the Board, Item 9.A. was removed from the consent agenda.

Noting that the items were dealt with in detail in meetings of the appropriate committees, it was moved by Ms. Ashton, seconded by Ms. Stone and carried that the consent agenda, comprising the resolutions listed in 5752 through 5757 below be approved as follows:

5752. FINANCE COMMITTEE MEETING

At a meeting held on February 3, 2011, the Finance Committee passed the following resolutions with respect to the items requiring specific approval of the Board:

Item 3204 - Conversion of Contractual Positions to Permanent within the University Position Complement

The Board received background information and agreed to the conversion of the following contractual positions to permanent within the University position complement:

SSP-018 - International Student Career Coordinator - BL 7 - \$41,536 - \$58,246
GRS-018 - Manager, Fellowships and Awards - BL 9 - \$47,049 - \$65,979
GCM-150 - Student Recruitment Officer - BL7 - \$41,536 - \$58,246
AAD-024 - Research Officer (Prospects) - BL7 - \$41,536 - \$58,246

Item 3205 - Establishment of Permanent Positions

The Board received and reviewed background information and agreed to the establishment of the following permanent positions within the University position complement:

SEC-082 - Enforcement and Patrol Officer III - BL 5 - \$40,518 - \$56,826
SEC-083 - Enforcement and Patrol Officer III - BL 5 - \$40,518 - \$56,826
SEC-084 - Enforcement and Patrol Officer III - BL 5 - \$40,518 - \$56,826
SEC-085 - Enforcement and Patrol Officer III - BL 5 - \$40,518 - \$56,826

Item 3206 - Establish the Position of Associate Director, Graduate Studies and Research, School of Social Work

The Board received and reviewed background information and agreed to the creation of the permanent position of Associate Director, Graduate Studies and Research, School of Social Work with a stipend of \$9,500.

Item 3207 - Establish the position of Special Advisor for Aboriginal Affairs

The Board received and reviewed background information and agreed to the establishment of the staff position as follows:

Special Advisor on Aboriginal Affairs - SAM 2

5753. APPOINTMENTS COMMITTEE

1. Academic Appointments Report

The Board agreed to accept the Reports of Action of the Appointments Committee including the addendum dated February 3, 2011. The Board further agreed to the following recommendation of the Committee:

RESOLVED:

That the Board of Regents approve a change in title of the Director of Animal Care Services to "Director of Animal Care Services and University Veterinarian" to be effective immediately.

5754. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE

1. Update on Progress of Capital Projects

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

Update on Progress of Capital Projects (cont'd)

St. John's Campus

- New Residence
- Residence Renovations
- Newfoundland & Labrador Centre for Interdisciplinary Research in Human Genetics and Faculty of Medicine Building Extension, HSC
- Ocean Science Centre Cold Water Supply

Grenfell Campus

- Academic Building
- New Residence

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

2. Proposal from Transportation and Works - Corner Brook access Road

The Board received and reviewed background information and agreed to give approval to the Department of Transportation and Works for the construction of the alternate road alignment as outlined in the background documentation.

3. Naming of the Chevron Process Engineering Design and Research Lab

The Board received and reviewed background information and agreed to the naming of the new facility in the Inco Innovation Centre as the *Chevron Process Engineering Design and Research Lab*. Further, the Board agreed with the recommendation that the naming be subject to a time limitation, to be negotiated with the donor.

5755. AUDIT AND RISK MANAGEMENT COMMITTEE

1. University Calendar - Jurisdiction/Governing Law Clause

The Board received and reviewed background information and agreed to the recommendation that the "**General Information - Section 1 - Notes**" of the *University Calendar* be amended to include a jurisdictional/governing law clause as follows:

"The rights and obligations of parties subject to the Calendar and the rules and regulations of Memorial University shall be governed by the laws of the Province of Newfoundland and Labrador. Any action or proceeding against Memorial University shall be brought in the Province of Newfoundland and Labrador."

5756. SEPARATELY INCORPORATED ENTITIES COMMITTEE

1. Appointments to the Botanical Garden Board of Directors

The Board received and reviewed background information and agreed to the appointments to the Board of Directors of the Memorial University Botanical Garden as follows:

- The appointment of Ms. Charlotte Jewczyk as Chair as approved at the December 9, 2010 meeting of the Board of Regents be rescinded. However, Ms. Jewczyk's reappointment to the Board for one year is confirmed.
- The extension of Ms. Karen Morris as approved at the December 9, 2010 meeting of the Board of Regents be rescinded.
- Ms. Pamela Pippy be appointed as Chair effective December 9, 2010 for a period of three years.
- Ms. Lucy Dobbin, Mr. John Baker and Mr. William Small be reappointed for a period of one year effective December 9, 2010.
- Ms. Penny Houlden be appointed to the Board for a period of three years effective immediately.

2. Reappointment of Edutech Board of Directors

The Board received and reviewed background information and agreed to the appointment of Mr. Stephen Dodge, Director of Human Resources, to the Edutech Board of Directors. The Board further agreed with the reappointments of Mr. Peter Collins and Dr. Gary Gorman for a further one-year term effective immediately.

3. Appointments to the Board of Directors of the Canadian Centre for Marine Communications

The Board received and reviewed background information and accepted the resignations of W.M. (Mac) Evans, Dennis Hogan, Paul Lacroix and Neil Chaulk from the Board of Directors of the Canadian Centre for Marine Communications (the "Company"). Further, the Board agreed with the recommendation that Kevin Clarke and Fred Christian-Quinton be appointed as Directors of the Company in addition to Glenn Blackwood, who will remain as Chair. In addition, the Board ratified the winding up of the Company.

5757. SENATE MATTERS

The Board received reports of items of business considered by Senate at its regular meeting held on December 14, 2010. 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 36 Report of the Senate Committee on Undergraduate Studies
(No. 36.1 - 36.2)

Item 37 Report of the Academic Council of the School of Graduate Studies
(No. 37.1 - 37.5)

Senate Matters (cont'd)

Item 38 Report of the Academic Council of the School of Graduate Studies
(No. 38.1 - 38.2)

DISCUSSION AGENDA

5758. AUDIT AND RISK MANAGEMENT COMMITTEE

1. Health and Safety Quarterly Report

The Board received and reviewed background information pertaining to the quarterly Health and Safety report for Memorial University of Newfoundland.

The Board was advised that the Department of Health and Safety (DHS) is continuing its efforts to create a culture of safety. The departmental safety mandate is to establish a healthy and safe environment for the university community. To achieve this mandate, the university community will be engaged in the redevelopment and implementation of Memorial's Health and Safety program. Mr. Decker then provided an overview of the Health and Safety report, responded to questions from Board members and indicated that further updates will be posted with the Board on this important topic.

5759. FINANCE COMMITTEE

Item 3208 - Update on the University's Financial Position

The Board received and reviewed background information pertaining to the University's 2010-11 financial position. The Board was reminded that on May 13, 2010, the Board approved the budget estimates for the fiscal year 2010-11 which projected a balanced budget.

A review of actual revenue and expenditures has been completed. At this time, total operating expenditures for 2010-11 are projected to be under budget by approximately \$6.76 million due largely to three specific areas where funds are flowing more quickly than they can be spent. The areas are as follows:

- Grenfell Campus Renewed Governance
- Faculty of Medicine expansion
- Strategic Initiatives

Tuition revenue is forecasted to be \$1,249,802 million above budget based on actual tuition revenue for the spring and fall semesters and a projection for the winter semester. The tuition revenue surplus has been included in the projected year end results.

Other revenue sources are projected to be on budget.

5760. **ANY OTHER BUSINESS**

1. Conclusion of Term - Adam Daniels

Mr. Simmonds noted that this is the last meeting for Mr. Adam Daniels whose term of office expires today, February 3, 2011. Mr. Simmonds thanked Mr. Daniels for his immense contribution to the work of the Board during his term and wished him well in all his future endeavors. Mr. Simmonds also advised that a nomination is expected from the Memorial University of Newfoundland Students' Union to replace Mr. Daniels on the Board in time for the March meeting.

2. Time Change of Board Meetings

Mr. Simmonds reminded members that at the December 9, 2010 meeting, he suggested that in order to make more effective use of time for meetings of Committees and the Board itself, it might be appropriate to consider changing the start time of the Board meeting from 2:00 to 4:00 p.m. He noted that this item will be placed on the agenda of the next meeting of the Board for discussion and decision.

3. Date of Next Meeting

The date of the next regularly scheduled meeting of the Board of Regents is March 17, 2011.

ADJOURNMENT

The meeting adjourned at 3:45 p.m.

CHAIR

SECRETARY

DATE