

**MEMORIAL UNIVERSITY OF NEWFOUNDLAND**

**BOARD OF REGENTS**

The regular meeting of the Board of Regents was held on Thursday, February 7, 2013, at 4:00 p.m., in the Board Room of the University, Room A-2029.

**PRESENT:**

Ms. Eleanor Swanson, Acting Chair  
Dr. Gary Kachanoski, President and Vice-Chancellor  
Dr. David Wardlaw, Provost and Vice-President (Academic), via teleconference  
Dr. Susan Dyer Knight, Chancellor  
Mr. Gilbert Bennett  
Ms. Pegi Earle  
Dr. Rex Gibbons, via teleconference  
Dr. Jim Hickey  
Ms. Kim Keating  
Mr. Asan Mohideen  
Dr. Luke Pike, via teleconference  
Ms. Donna Stone  
Mr. George Tucker  
Mr. Edmund Walsh  
Mr. Michael Walsh  
Ms. Tina Scott, Secretary

**APOLOGIES:** Mr. Steve Belanger, Ms. Noreen Greene-Fraize, Ms. Meghan McCarthy.

**PRESENT BY INVITATION:**

Mr. Kent Decker, Vice-President (Administration and Finance), Dr. Christopher Loomis, Vice-President (Research), Mr. Glenn Blackwood, Vice-President (Marine Institute), Dr. Mary Bluechardt, Vice-President (Grenfell Campus), Mr. Glenn Collins, Interim Executive Director, Office of the Board of Regents, Ms. Karen Hollett, General Counsel

**5954. MEETING CALLED TO ORDER**

The meeting was called to order at 4:00 p.m. by Ms. Eleanor Swanson, Acting Chair.

The Acting Chair then reminded all members of the Board with regard to confidentiality.

Ms. Swanson noted that there are currently 12 vacancies on the Board of Regents and ten members have been recommended for reappointment to the Minister of Advanced Education and Skills. At a meeting held on November 22, 2012, the Executive Committee agreed to invite members recommended by the Board to the Lieutenant Governor in Council for membership on the Board, to attend the December meeting of the Board and its Committees. It was noted that as per Clause 44 of the Bylaws of the Board of Regents, "*all persons invited to attend a Meeting shall be permitted to speak*

*but shall not have a vote on any motions put before the Board".* At a meeting held on January 25, 2013, and following lengthy and detailed deliberations, the Executive Committee agreed that since the University has not received notification of the renewal of appointments by the Lieutenant Governor-in-Council, and in the interest of good governance, it was determined that individuals in this category should not be sent the Board materials or invited to attend meetings until those reappointments have been approved. Ms. Swanson noted that this action has not been taken lightly particularly in view of the outstanding contributions to the Board by those members during their tenure.

**5955. APPROVAL OF THE AGENDA**

The Board agreed to the following changes to the agenda for the February 7, 2013 meeting:

- At the request of Dr. Gibbons and on behalf of the Campus Planning and Development Committee, add to Agenda Item 6. Campus Planning and Development Committee, Item 6.c. *"Selection of Engineering Consultant for the Marine Institute, Holyrood Marine Base Phase II Breakwater, Wharf and utilities"*.
- At the request of Ms. Earle and on behalf of the Audit and Risk Committee, add to Agenda Item 10. Audit and Risk Committee, Item 10.c *"Recommendation to investigate the desirability and feasibility of establishing a Committee on Academic Affairs"*.
- At the request of Mr. Tucker and on behalf of the Human Relations Committee, add to Agenda Item 11. Human Relations Committee, Item 11.b. *"Recommendation for the Associate Vice-President (Marine Institute)"*.
- At the request of Dr. Gibbons and because the Finance Committee meeting did not take place earlier today due to a lack of quorum, move from the Consent Agenda to the Discussion Agenda, Item 13. Finance Committee, the following items:
  1. Update on the University's 2012-13 Financial Position
  2. Revision to the Statement of Investment Policy and Objectives for Endowment Funds and Non-endowed Funds
  3. Parking Fee rate increase - St. John's Campus

Following approval of the agenda, Ms. Swanson provided members and those present by invitation with the opportunity to declare if they were in a conflict of interest position or a potential conflict of interest position with regard to any agenda items.

**5956. MINUTES**

The Minutes of the regular meeting of the Board of Regents held on December 6, 2012 were approved by the Board. The minutes of the email poll conducted from January 25 - 28, 2013 were also approved and the actions of that email poll were ratified by the Board.



5957. ACTING CHAIR'S REPORT

A. Executive Committee

(i) December 21, 2013

Ms. Swanson advised that the Executive Committee, in an email conducted on December 21, 2012, received and reviewed background information on the recommendation to (1) appoint Dr. Sandra LeFort as Acting Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies for a three month period and as outlined in the background documentation, and (2) extend the appointment of Dr. Grant Gardner as Associate Vice-President (Academic) for a three month period and as outlined in the background documentation. In view of the desire for a timely appointment and noting that the Board of Regents was not scheduled to meet until February 7, 2013, the Committee approved the appointment of Dr. Lefort as Acting Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies and the extension of appointment of Dr. Grant Gardiner as Associate Vice-President (Academic).

(ii) January 25, 2013

Ms. Swanson advised that the Executive Committee met on January 25, 2013 to finalize the agenda for today's meeting.

Recommendation for the search for Vice-President (Research)

In light of the desire for a timely appointment and noting that the Board of Regents was not scheduled to meet until today, the Executive Committee agreed to recommend to the Board the appointment of Dr. Richard Marceau as Vice-President (Research) in accordance with the background documentation dated January 25, 2013. Further, the Executive Committee agreed that an email poll of the Board be conducted to review the recommendation which was subsequently conducted from January 25 - 28, 2013.

Installation of Chancellor

Ms. Swanson reminded members that the Chancellor's installation will take place on May 28, 2013 at the St. John's campus convocation ceremonies and requested that all members take note of this important date.

**5958. IN CAMERA SESSION OF THE BOARD (CONFIDENTIAL)**

The Board moved into an in-camera session.

(The Confidential Minutes of this section of the meeting are separate from the regular meeting minutes.)

**5959. PRESIDENT'S REPORT**

A. Registration Progress Report for Winter Semester 2013

The Board received and reviewed a registration progress report for the Winter Semester 2013 as of January 21, 2013 outlining enrolments and registrations as of that date.

Dr. Kachanoski also provided the Board with highlights of his recent activities since the December 2012 Board meeting.

**CONSENT AGENDA**

Noting that the items were dealt with in detail in meetings of the appropriate committees, it was moved by Dr. Gibbons, seconded by Ms. Earle and carried that the consent agenda, comprising the resolutions listed in 5960 through 5962 below be approved as follows:

**5960. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

A. Update on Progress of Capital Projects

The Board received 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
- Ocean Science Centre - Cold Water Supply
- Dr. Jack Clark Building and the S.J. Carew Building expansions
- Queen's College upgrade
- Aboriginal Centre
- Core Sciences Facility

Grenfell Campus

- Academic Building Atrium
- New Residence
- Environmental Research Laboratories Enhancement

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

B. Consultant selection for the performance of a building envelope and mechanical systems upgrade for St. John's College

The Board received background information and agreed to provide the University administration authorization to commission the performance of a building envelope and mechanical systems upgrade to the recommended proponent, AE Consultants GENIVAR.

C. Selection of Engineering Consultant for the Marine Institute, Holyrood Marine Base Phase II Breakwater, Wharf and Utilities

The Board received background information and agreed to provide the University administration authorization to commission the engineering design services for the Holyrood Marine Base Phase II to BAE-Newplan Group (SNC Lavalin).

**5961. HUMAN RELATIONS COMMITTEE**

A. Appointments Report

The Board received the Appointments Report for actions taken since December 6, 2012 noting that the actions have been taken under delegated authority as provided in the Terms of Reference for the Human Relations Committee.

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

B. Proposed revised Policy: Service Recognition

The Board received background information and agreed to the proposed revised Service Recognition Policy as provided in the Board background documentation.

C. Expansion of eligibility rules for access to Retiree Group Insurance for C-CORE Group RRSP Members

The Board received background information and agreed to the recommendation that participants in the C-CORE group RRSP be eligible to participate in the Memorial University group insurance program for retirees if upon retirement i) the sum of their age plus service with C-CORE is at least equal to 85; or ii) they are at least 60 years of age and have a minimum of 10 years of employment with C-CORE. It is understood that the full premium cost shall be paid by the C-CORE retiree.

**5962. SENATE MATTERS**

The Board received reports of items of business considered by Senate at its regular meeting held on November 13, 2012. 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:

Senate Matters (cont'd)

A. November 13, 2012

- 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 - 31.3)
- Item 33 Report of the Academic Council of the School of Graduate Studies  
(No. 33)
- Item 34 Report of the Senate Committee on Undergraduate Studies  
(No. 34.1)

**DISCUSSION AGENDA**

**5963. AUDIT AND RISK COMMITTEE**

A. Accident Incident Quarterly Report

The Board received and reviewed background documentation with regard to the Accident Incident Quarterly Report.

Mr. Decker advised the Board that the Department of Health and Safety (DHS), in collaboration with the Department of Human Resources, receives and tracks accident and injury reports for employees on all campuses throughout the University. The report, as provided in the background documentation, provides an overview of the accident and incident statistical information for the third quarter for the years 2010, 2011 and 2012. Ms. Earle indicated that the report was thoroughly discussed at a meeting of the Audit and Risk Committee earlier in the day.

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

B. Proposed Revised Policy: Health and Safety

The Board received and reviewed background information pertaining to the proposed revised policy *Health and Safety*.

Mr. Decker advised the Board that the provincial Occupational Health and Safety (OHS) legislation requires the University to establish an occupational health and safety program, including a policy statement. Memorial's existing *Safety Standards* policy predates this requirement and is therefore being replaced with the proposed *Health and Safety* policy. Further, the legislation requires a statement of the employer's commitment to cooperate with the occupational health and safety committee and workers in the workplace in carrying out their collective responsibility for occupational health and safety; and a statement of the respective responsibilities of the employer, supervisors, the occupational health and safety committee and workers in carrying out their collective responsibility for occupational health and safety. The occupational health

Proposed Revised Policy: Health and Safety (cont'd)

and safety program must be established in consultation with occupational health and safety committees at the workplace. The legislation also requires that the employer review its program including the policy statement every three years.

Mr. Decker further advised that the development of this Policy followed the University's Policy Framework Process. Consultations were conducted in two phases, the first of which included the overarching University Health and Safety Committee (UHSC) and each Building Health and Safety committee. The second phase included the entire University Community.

Following a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the proposed revised *Health and Safety Policy* as outlined in the background documentation, to be effective March 1, 2013.

C. Recommendation to investigate the desirability and feasibility of establishing a Committee on Academic Affairs

At a meeting held earlier today, Dr. Kachanoski provided members of the Audit and Risk Committee information with respect to a report entitled "Allegations of Academic Misconduct considered by the Senate Committee on Undergraduate Studies (SCUGS) and the School of Graduate Studies". During discussion of the report, the Committee noted the importance of the Board being made aware of major items of concern on the academic side of the University. As a result, the Committee agreed to recommend to the Board that its ad hoc Sub-Committee to Develop Board Policies investigate the desirability and feasibility of establishing a Committee on Academic Affairs to provide assistance to the Board so that the Board, in co-operation with the Senate, can fulfill its obligations pursuant to applicable sections of the Memorial University Act.

Following a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents request its ad hoc Sub-Committee to Develop Board Policies to investigate the desirability and feasibility of establishing a Committee on Academic Affairs to provide assistance to the Board so that the Board, in co-operation with the Senate, can fulfill its obligations pursuant to applicable sections of the Memorial University Act.



5964. HUMAN RELATIONS COMMITTEE

A. Going-concern assumptions to be used for the December 31, 2012 actuarial valuation of the Memorial University Pension Plan

The Board received and reviewed background documentation pertaining to the going-concern assumptions to be used for the December 31, 2012 actuarial valuation of the Memorial University Plan.

Mr. Decker advised the Board that the *Pension Benefits Act, 1997* requires that an actuarial valuation of the Memorial University Pension Plan (the "Plan") be performed at least every three years or, if the Superintendent of Pensions requests, on a more frequent basis. Since 2005 Memorial has, at the request of the Superintendent, performed annual valuations as at March 31 of any given year as a condition of being granted solvency funding relief. This funding relief, previously granted to December 31, 2010 was renewed in 2012, and is effective from January 1, 2011 to December 31, 2015. Annual valuations are again required by the Superintendent. While a March 31 valuation date has historically been used (with the exception of December 31, 1999), Memorial has received approval to change the valuation date to December 31 on a go forward basis. The reasons for doing so include; i) a December 31 measurement date would reduce time pressures on both Memorial staff and the actuary relative to completing a valuation to meet Board and government financial statement reporting deadlines, and ii) for the current year in particular, a December 31 date will significantly reduce data integrity risks associated with the implementation of a new Banner human resources system and a new pension administration system in January 2013. The next valuation of the Plan, to be performed at December 31, 2012 will also be filed with the Canada Revenue Agency and will be the basis for funding the Plan until the next triennial funding valuation.

Mr. Decker then noted that the purpose of the valuation is twofold; first to determine the funded position of the Plan on going-concern and solvency bases and, second, to develop the recommended contribution rates applicable during the period leading up to the next funding valuation. While the University is exempt from the requirement to fund the Plan on a solvency basis, the actuary has advised that a significant increase in the solvency deficiency is expected to be revealed in the December 31, 2012 valuation. This is due in large part to the decline in the discount rate used to measure solvency liabilities from 4.7% as at March 31, 2011 to approximately 2.96% as at December 31, 2012.

The University Pensions Committee met with the actuary, Peter Hayes of Eckler Limited, on January 18, 2013 to consider the various economic and demographic going-concern assumptions recommended by him.

Following a discussion, the following resolution was passed:

That the Board of Regents approve the valuation assumptions for the December 31, 2012 actuarial valuation of the Memorial University Pension Plan as provided in the background documentation including the accompanying table.

Going-concern assumptions to be used for the December 31, 2012 actuarial valuation of the Memorial University Pension Plan (cont'd)

It was further noted by the Board that the outcome of the December 31, 2012 valuation of the Plan, including the associated costs for the University, will not be known until March 2013.

B. Recommendation for the Position of Associate Vice-President (Marine Institute) Academic and Student Affairs

The Board received and reviewed background information pertaining to the recommendation for the position of Associate Vice-President (Marine Institute) Academic and Student Affairs.

Mr. Blackwood reminded the Board that at its meeting held on March 15, 2012, the Board of Regents approved revisions to the Marine Institute executive structure which included the conversion of the position "Head, Academic and Student Affairs" to Associate Vice-President (Marine Institute) Academic and Student Affairs. At that time, the Board was also advised that due to the retirement of the incumbent, a search would commence as soon as possible.

Mr. Blackwood then reported that a Search Committee was established by the Vice-President (Marine Institute) to represent various constituency groups from the Marine Institute and the wider University. While the Associate Vice-President (MI) Academic and Student Affairs is not a MUNFA appointment, the search was guided by the *Policies and Procedures Governing the Appointment, Review, Promotion & Tenure of Academic Administrators*. Members were elected from the Institute's Academic Council, and appointed from various areas within the Marine Institute including a student representative, staff from Academic and Student Affairs and the Institute's Executive Committee. Representatives from the student services and academic areas of the Provost and Vice-President (Academic) portfolio were also appointed, based on recommendations from the Provost's Office. A copy of the membership of the Committee was provided in the background documentation.

Mr. Blackwood then reported that the committee engaged the services of a professional search firm, Janet Wright and Associates, and Mr. Jim Lundy acted as the search consultant. The committee met on a number of occasions during the period September 2012 to January 2013 to conduct the search. It was the unanimous decision of the search committee that the position be offered to Dr. Rob Shea.

Based on the Search Committee's decision, the Vice-President (Marine Institute) recommended the appointment of Dr. Rob Shea to the position of Associate Vice-President (Marine Institute) to the President and Vice-Chancellor. The President has accepted the recommendation. Dr. Shea (PhD Calgary) is currently a tenure track Assistant Professor in Post-Secondary and Adult Education in the Faculty of Education, and served as the Deputy Provost (Students) and Associate Vice-President Academic *pro tempore* at Memorial since 2011.

Recommendation for the Position of Associate Vice-President (Marine Institute)  
Academic and Student Affairs (cont'd)

Following a discussion, the following resolution was passed:

**RESOLVED**

That the Board of Regents approve the appointment of Dr. Rob Shea as Associate Vice-President (Marine Institute) Academic and Student Affairs effective June 4, 2013 and in accordance with the terms and conditions as outlined in the background documentation.

**5965. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

A. Update on the Purchase of the Battery Hotel

Dr. Kachanoski provided the Board with an update with respect to the purchase of the Battery Hotel. As noted at the meeting held on December 6, 2012, the reports of various studies are available, a summary copy of which was distributed to members with the complete reports being available in the Board Office. Mr. Decker then provided the Committee with an illustration of the site and outlined some of the details as provided in the background documentation. Mr. Decker also provided the Board with a presentation as it relates to the purchase of the Battery regarding the financials, environmental assessment and next steps.

Following a detailed discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents authorizes the University Administration to proceed with the purchase of the Battery Hotel subject to all conditions being met as outlined in the minutes of the Executive Committee of the Board of Regents dated September 21, 2012.

B. Update with respect to the renovations at Hatcher House

Dr. Kachanoski then provided the Board with an update with respect to the renovations at Hatcher House.

**5966. FINANCE COMMITTEE**

A. Update on the University's 2012-13 Financial Position

The Board received and reviewed background information pertaining to the update on the University's 2012-13 Financial Position. The Board was reminded that at a meeting held on May 10, 2012, the Board of Regents approved the budget estimates for the fiscal year 2012-13 and projected a balanced budget.

Update on the University's 2012-13 Financial Position (cont'd)

A review of actual revenue and expenditures has been completed. At this time, total operating expenditures for 2012-13 are projected to be under budget by approximately \$7,686,213. Surpluses are being projected in 4 specific areas where funds are flowing more quickly than they can be spent. The areas are as follows:

- Grenfell Campus Renewed Governance
- Strategic Initiatives/Committed Funding
- Graduate Studies Fellowships
- Faculty of Medicine Expansion

A further update on the status of the 2012-13 University budget will be provided to the Board at the March 2013 meeting.

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

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

The Board received and reviewed background information pertaining to revisions to the Statement of Investment Policy and Objectives for Endowment Funds and Non-endowed funds.

Mr. Decker advised the Board that the Investment Committee of the Finance Committee approved a revision to the Statement of Investment Policy and Objectives for Endowment Funds and Non-endowed Funds via email on January 10<sup>th</sup>, 2013. The revision to Section 10, "Specifically Invested Trust Funds", is to provide details for the first specifically invested trust fund (the Jarislowsky Chair), as provided in the background documentation. This asset mix was chosen to reflect the requirements of the gift agreement that established this specifically invested trust fund and to provide some operating cash flow for the operation of the Chair each year.

Following a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the revision to the Statement of Investment Policy and Objectives for Endowment Funds and Non-endowed Funds as outlined in the background documentation.

C. Parking Fee rate increase - St. John's Campus

The Board received and reviewed background documentation pertaining to the parking fee rate increase for the St. John's campus.

Parking Fee rate increase - St. John's Campus (cont'd)

Mr. Decker advised the Board that the fees currently being charged for parking permits do not cover basic operations and/or maintenance costs of parking areas. University collective agreements have included clauses for increases in parking fees. A 3.2% Newfoundland and Labrador consumer price index (cpi) parking permit fee increase was implemented this fiscal year but prior to that there had not been any increases for a great number of years. A proposed general parking fee rate increase of 1.3% (current cpi) in 2013-14 is consistent with the parking fees clauses in the University's collective bargaining agreements. Revenue from permit sales is currently approximately \$278,640 and a 1.3% increase will increase revenues to approximately \$282,260. This increased revenue will help fund operation and maintenance costs associated with the lots including patching, paving, and snow and ice control. A chart outlining the current permit fees and the proposed new rates was provided in the background documentation for the information of the Board.

Following a discussion, the following resolution was passed:

**RESOLVED**

That the Board of Regents approved the Parking Fees Amendment [No. 4] as provided in the background documentation, effective May 1, 2013.

D. Use of Credit Cards as a form of payment for tuition and residence fees

The Board received and reviewed background documentation pertaining to the use of credit cards as a form of payment for tuition and residence fees.

Mr. Decker advised the Board that the University has accepted credit cards as a method of payment for tuition and associated fees and residence fees on student accounts for many years. With the advent of cards with various benefits, the service charge for accepting credit cards has increased considerably. Memorial spends approximately \$600,000 per year for service fees to accept Visa and Mastercard as payment for tuition and associated fees and for residence fees on student accounts. Over the past several years, many Canadian universities have ceased to accept credit cards as a method of payment for these fees. The anticipated savings for the discontinuation of credit card acceptance as a method of payment at Memorial is approximately \$550,000 per year.

As part of administrative reduction measures undertaken by the University at the request of the Provincial government, the discontinuation of credit cards for payment of tuition and residence fees was considered at the July 5, 2012 meeting of the Board. The Board agreed to approve the discontinuation of credit cards in principle and requested that the administration consult further to find an acceptable implementation schedule including a communications plan for students and parents.

Use of Credit Cards as a form of payment for tuition and residence fees (cont'd)

As a result, a committee was formed to consult with stakeholder groups which would likely have an interest in the discontinuation of credit cards as a form of payment. The committee included representation from the four student unions (Memorial University of Newfoundland Students' Union, Marine Institute Students' Union, Grenfell Campus Students' Union and the Graduate Students' Union), as well as representatives from the finance offices of the three campuses and the Faculty of Medicine, and student support units such as Student Recruitment, the Registrar, International Student Advising Office, Housing, Food and Conference Services, DELTS, Graduate Studies and Marketing and Communications. Committee representatives were asked to consult with their constituency groups about the proposed change and identify any issues or concerns.

However, the University was recently informed that Moneris (the clearinghouse for credit card payments) has successfully negotiated with credit card companies and can now charge user fees to individuals paying by credit cards. The fee is 2.5 percent of the purchase. The vendor is then not charged the user fee. As a result of this development, the committee examining credit cards as a form of payment for tuition and residence fees is recommending that the University continue to allow credit card payments through Self-Service, with the student absorbing the user fee. This has been a welcome development for student representatives on the Committee.

The Committee is developing an implementation and communication plan which will be brought forward for consideration at a future meeting of the Board of Regents.

Following a discussion, the following motion was passed:

**RESOLVED:**

That the Board of Regents, which agrees that the loss of revenue associated with the service charge for accepting credit cards is not acceptable, and assuming that agreement can be reached with Moneris under which the customer pays the user fee as a surcharge to Moneris, defer the earlier decision to discontinue credit card acceptance. Further, the Board requests the University Administration to continue with the development of the Moneris solution. If it can be implemented, the Board will rescind the motion to discontinue credit card acceptance.

- E. Establishment of a Deferred Maintenance Fund for the St. John's Campus residences and inclusion of the associated fee in the Accommodations Rates for 2013/14

The Board received and reviewed background documentation pertaining to the establishment of a Deferred Maintenance Fund for the St. John's Campus residences and inclusion of the associated fee in the accommodations rates for 2013/14.

Establishment of a Deferred Maintenance Fund for the St. John's Campus residences and inclusion of the associated fee in the Accommodations Rates for 2013/14 (cont'd)

Mr. Decker reminded the Board that the establishment of the Deferred Maintenance Fund was first presented to the Board of Regents in May 2012. At that time an increase of \$100 in accommodation rates was recommended to the Board, commencing with the 2013/14 academic year. This fee increase would be directed to the Fund which would accumulate over time to be used for major maintenance issues. At that meeting, the Board requested that the matter of the Deferred Maintenance Fund and fee be referred to the Provost and Deputy Provost to conduct further consultations with students living in residence including providing an expanded rationale for the Fund. Consultations with Residence Council have now occurred and support for the creation of the Fund has been confirmed by Residence Council.

The University Administration is recommending that the \$100 deferred maintenance fee be approved for September 2013 implementation for inclusion in the accommodation rates approved by the Board at its May 2012 meeting.

As discussed with Residence Council, the Fund will be segregated and any interest generated by these funds will be reinvested in the Fund. Regular reporting of income and expenses will be provided to Student Housing and the Residence Council.

**RESOLVED:**

That the Board of Regents approve the accommodations rates for St. John's Campus effective September 2013, inclusive of the \$100 Deferred Maintenance Fund fee to be set as follows:

New Residence Rate (semester)	\$1,995
Paton College Double (semester)	\$1,387
Paton College Single (semester)	\$1,628
Burton's Pond (semester)	\$1,822
Baltimore (monthly)	875

**5967. PRESENTATION FROM DR. JAMES ROURKE, DEAN OF THE FACULTY OF MEDICINE**

Dr. Kachanoski welcomed to the meeting, Dr. James Rourke, Dean of the Faculty of Medicine, who provided the Board with a presentation regarding the Faculty of Medicine.

Following a question and answer period, Ms. Swanson, on behalf of the Board, thanked Dr. Rourke for his very informative presentation and he left the meeting.

5968. **ANY OTHER BUSINESS**

1. **Date of Next Meeting**

The March 14, 2013 meeting has been identified as optional depending on the nature and urgency of business. Ms. Swanson requested members to hold the date until the Executive Committee meets later in February at which time the meeting will be confirmed or cancelled as appropriate.

**ADJOURNMENT**

The meeting adjourned at 6:40 p.m.

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**CHAIR**

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

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