

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Thursday, February 4, 2016 at 3:00 p.m. in the Junior Common Room, R. Gushue Hall and via teleconference.

PRESENT:

Ms. Iris Petten, Chair
Dr. Gary Kachanoski, President and Vice-Chancellor
Dr. Susan Dyer Knight, Chancellor
Mr. Steve Belanger
Mr. Robert Bishop
Mr. Mark Bradbury
Ms. Pat Coish-Snow
Ms. Mary Cormier
Ms. Michelle Daye
Ms. Colleen Galgay-Johnston
Ms. Katharine Hickey
Mr. John Hogan
Ms. Brittany Lennox
Mr. Denis Mahoney
Dr. Vinod Patel
Mr. Max Rice, via teleconference
Mr. Tony Roche
Ms. Kathleen Roul, via teleconference
Mr. George Tucker
Ms. Tina Scott, Secretary to the Board

APOLOGIES:

Mr. Rick Dillon, Dr. Noreen Golfman, Mr. Jim Keating, Ms. Kim Keating, Mr. Asan Mohideen, Mr. Trevor Stagg

PRESENT BY INVITATION:

Mr. Kent Decker, Vice-President (Administration and Finance), Dr. Richard Marceau, Vice-President (Research), Mr. Glenn Blackwood, Vice-President (Marine Institute), Dr. Mary Bluehardt, Vice-President (Grenfell Campus), Mr. Glenn Collins, Interim Executive Director, Office of the Board of Regents, Mr. Morgan Cooper, General Counsel.

6281. MEETING CALLED TO ORDER

The meeting was called to order at 3:00 p.m. by Ms. Iris Petten, Chair.

6282. APPROVAL OF THE AGENDA

The Board agreed to the following changes to the agenda for the February 4, 2016 meeting:

- i) Human Relations Committee
 - add to the agenda "Appointment of the Acting Associate Vice-President (Grenfell Campus) Academic"

Following approval of the agenda, Ms. Petten 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.

Ms. Petten declared a conflict with the Agenda Item "Appointments to the Genesis Group Inc. Board of Directors".

Ms. Petten also declared a conflict with the Agenda Item "Appointment of the Acting Associate Vice-President (Grenfell Campus) Academic".

6283. MINUTES

The Minutes of the regular meeting of the Board of Regents held on December 3, 2015 were approved by the Board.

6284. CHAIR'S REPORT

- A. Minutes of the Executive Committee email poll conducted on December 22, 2015

The Chair noted that an email poll of the Executive Committee was conducted on December 22, 2015. At that time and noting that the Board of Regents was not scheduled to meet until February 4, 2016, the Committee approved the appointment of Mr. Fred Christian-Quinton as Interim Associate Vice-President (Grenfell Campus) Administration and Finance.

- B. Meeting of the Executive Committee – January 21, 2016

The Chair advised that the Executive Committee met on January 21, 2016 to finalize the agenda for today's meeting.

C. Resignation of Ms. Patricia Dicker

The Chair noted for the information of the Board the resignation of Ms. Patricia Dicker effective December 10, 2015. The Chair, on behalf of the Board, acknowledged with sincere gratitude the valuable service given by Ms. Dicker to the University during her term on the Board.

The Chair also noted that she is continuing to communicate with the Minister of Advanced Education and Skills regarding Board renewal in the context of the expiration of term of office for nine members of the Board on February 12, 2016. Ms. Petten thanked members for their service and for their patience noting that more appropriate recognition of member service would follow once government decisions in this regard are finalized.

6285. PRESIDENT'S REPORT

A. President's Update of Activities

Dr. Kachanoski provided the Board with a written summary of his activities and events since the December 2015 Board meeting.

B. Registration Report for the Winter 2016

The Board received and reviewed an enrolments and registration progress report for the Winter 2016 Semester.

CONSENT AGENDA

Noting that the items were dealt with in detail in meetings of the appropriate committees, it was moved by Mr. Bradbury, seconded by Ms. Daye and carried that the consent agenda, comprising the resolutions listed in 6286 through 6291 below be approved as follows:

6286. AUDIT AND RISK COMMITTEE

A. Appointments to the Genesis Group Inc. Board of Directors

The Board was informed that at a meeting held earlier in the day, the Audit and Risk Committee approved the written resolution reducing the number of Directors of Genesis Group Inc. from 22 to 16 members and as outlined in the background documentation. Further, the Audit and Risk Committee approved the appointments to the Genesis Group Inc. Board of Directors until June 30, 2016 as outlined in the background documentation and as follows:

- Mr. Fred Cahill, President, G.J. Cahill Ltd. (Chair)
- Ms. Margaret Allan, Manager, Administration and Regulatory Affairs, Husky Energy, Atlantic Region
- Ms. Anne Marie Vaughan, President & CEO, College of the North Atlantic
- Ms. Susan Hollett, President, Hollett & Sons Inc.

Appointments to the Genesis Group Inc. Board of Directors (cont'd)

- Dr. Richard Marceau, Vice-President (Research), MUN
- Mr. Ron Ellsworth, President & CEO, Ellsworth Group of Companies
- Mr. Jamie King, President, Verafin Inc.
- Dr. Rob Greenwood, Executive Director, Office of Public Engagement, MUN
- Mr. Alastair O’Rielly, Deputy Minister, Department of Business, Tourism, Culture and Rural Development – Non-voting
- Mr. Greg Hood, President & CEO, Genesis Group Inc., Ex-Officio
- Mr. Robert Webb, Chief Executive Officer, InvestCan Energy
- Ms. Sherry Walsh, Partner, Assurance and Advisory – Atlantic, Deloitte
- Ms. Nora Duke, President & CEO, Fortis Properties
- Mr. Ken Martin, Vice-President, ACOA – Non-voting
- Dr. Wilf Zerbe, Dean, Faculty of Business Administration, MUN
- Dr. Gary Kachanoski, President and Vice-Chancellor, MUN

B. Appointments to Memorial University Recreation Complex Inc. (MURC) Board of Directors

The Board was informed that at a meeting held earlier in the day, the Audit and Risk Committee approved the appointments to the Memorial University Recreation Complex (MURC) Board of Directors as outlined in the background documentation and as follows:

- Mr. Ahmed Alkawasbeh and Ms. Leah Robertson, appointed for a one year term effective February 4, 2016
- Mr. Zach Green, appointed for a fifteen-month term effective February 4, 2016

C. Policy Development Report

The Board received for information the Policy Development Report. At its meeting on December 23, 2014 Vice-Presidents Council agreed that it would provide an annual report to the Audit and Risk Committee of the Board or Regents that focuses on Policy development objectives and progress, through the lens of the Risk framework. The first Annual Report of the Vice-Presidents Council to the Board of Regents Audit and Risk Committee entitled “Memorial University’s policy system – December 2015” was provided in the background documentation.

D. Internal Audit Update

The Board received for information the Internal Audit update. The Internal Audit Status report summarizes the audit project work completed during the current period. For the fiscal year to date two projects have been completed and three projects are in progress. It was noted that as projects are completed, the risk associated with each project and any potential issues identified as a result of audit procedures performed will be presented in a separate memo.

E. Office of the Chief Risk Officer Risk Update

The Board received for information the Office of the Chief Risk Officer Risk update. The Risk Update, as provided in the background documentation, includes a summary of the University risk register, insurance policy premium comparisons, an Environmental Health and Safety risk summary, including occupational health and safety updates, a record of incidents (with comparisons), and inspection and training information. In addition, the update contains information on Memorial's Incident Management System. The Board was advised that at a meeting held earlier in the day, the Audit and Risk Committee received a presentation from Mr. Kris Parsons, Chief Risk Officer, with regard to the "MUN Risk Profile – Fall Update".

F. Overview of 2016 Insurance Portfolio

The Board received for information the overview of the 2016 Insurance Portfolio. The Office of the Chief Risk Officer has completed renewals for the 2016 policy year. It was noted that while many of the policies had little to no increase in premiums, there is a net increase of \$151,000 (11%) across the 14 policies. A table outlining the premium changes for all policies including deductibles and limits, an insurance guide outlining coverages offered by each policy, and a briefing note explaining the increase in the property, liability and boiler and machinery policies was included in the background documentation.

G. Resolution to Dissolve Western Sports and Entertainment Inc. (WSEI)

The Board received background information and approved the resolution to dissolve Western Sports and Entertainment Inc. as outlined in the background documentation and which states:

1. Western Sports and Entertainment Inc. (the "Corporation") was incorporated under the Corporations Act, R.S.N.L. 1990, c. C-36 (the "Act") on April 7, 2006;
2. The Corporation wishes to dissolve pursuant to section 334 of the Act, effective March 31, 2016;
3. The Corporation has taken steps to distribute all of its property and to discharge all of its liabilities;
4. Memorial has agreed to assume any assets and discharge any liabilities of the Corporation which may, unbeknownst to the Corporation, remain, through the entering into of a Distribution of Assets and Assumption of Liabilities Agreement with the Corporation (the "Agreement");
5. The dissolution of the Corporation has been approved by the sole member of the Corporation, the Chair of the Board of Regents; and
6. It is in order for the Agreement to be ratified at this time.

It was noted that the Board's decision will be reported to the Chair of the *Separately Incorporated Entities Committee of Vice-Presidents Council* who will disseminate the information accordingly and also as outlined in the background documentation.

H. Human Resource Management System Improvement Project Update (also on the Human Relations Committee agenda)

The Board received for information the Human Resource Management System Improvement Project Update noting that regular updates on this project will be provided to the Audit and Risk Committee.

6287. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE

A. Update on Capital Projects

The Board was advised that the following capital projects are underway or being planned:

Projects in Progress

St. John's Campus

1. Residence Renovations
2. Aboriginal Centre
3. Core Science Facility
4. Battery Property
5. Pedways over Prince Phillip Drive – East and West

Marine Institute

1. Holyrood Marine Base – Phase IIA Breakwater, Marginal Wharf and Restoration of Existing Wharf

Grenfell Campus

1. Energy Strategy

Projects in Planning Stages

St. John's Campus

1. Faculty of Engineering and Applied Science – Mechanical Engineering High Bay Laboratory
2. Faculty of Engineering and Applied Science – Petroleum Engineering Building
3. Animal Resource Centre
4. Faculty of Arts Research Archival Facility
5. Redevelopment of Reid Theatre

Marine Institute

1. Holyrood Marine Base – Phase IIB Ocean Research and Training Building

Grenfell Campus

1. Child Care Facility

Update on Capital Projects (cont'd)

Projects in Early Stages

1. Faculty of Medicine – Redevelopment of Existing Space
2. Storage Facility, Mount Scio Road

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

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

B. Core Science Facility Update

The Board received for information the Core Science Facility update. At the March 12, 2015 meeting of the Board of Regents, detailed information around project governance was provided, and this information included an Approval Timeline and a Four-Stage Approval Process Table (copies of which were provided in the background documentation as Appendix A and B). In accordance with the timeline, design development of 95% was reached in May 2015.

Also at the March 12, 2015 meeting of the Board, it was requested that a Project Execution Plan be provided at the July 9, 2015 Board meeting. This Plan was to outline the processes and procedures to be followed for the duration of the Core Science Facility project. In response to this request, a workshop related to the Project Execution Plan was held on June 26, 2015 with members of the Board of Regents.

Approval was granted at the May 7, 2015 meeting of the Board to tender for Building Foundations. In accordance with the Approval Timeline, the Provincial Government also provided its approval in June 2015 to tender for Building Foundations, and this tender was issued in August 2015. Also in accordance with the Approval Timeline, the Board of Regents, at its July 9, 2015 meeting, approved the awarding of the tender for foundations, as well as the issuing and awarding of tender(s) to proceed with and award the remainder of the Core Science Facility project, subject to the following conditions:

- Completion and approval of priority sections of the Project Execution Plan by December 3, 2015
- Tender prices not exceeding 5% of pre-award estimates
- Approval from the Government of Newfoundland and Labrador

During the Fall 2015, a pre-qualification process was completed for the components of Construction Package 2 (CP-2) Structural Steel and Construction Package 3 (CP-3) Main Building. Approval was received on November 2, 2015 from the Provincial Government to issue a tender for CP-2 and this tender was called on December 2, 2015 and is scheduled to close on March 1, 2016.

Core Science Facility Update (cont'd)

As was requested at the July 2015 meeting of the Board of Regents, priority sections of the Project Execution Plan were completed and provided to Board members for review and comment. This updated Plan was received and approved by the Board at the December 3, 2015 meeting of the Campus Planning & Development Committee. In accordance with the Project Execution Plan, project scorecards have been included to provide an update on various aspects of the project (as provided in Appendix C of the background documentation).

Most recently, a project steering committee meeting occurred on January 19, 2016 which provided stakeholders with a progress update. CP-3 construction documents are due this week, for final review and feedback from the University, prior to going to tender in early March 2016.

C. Reid Theatre Preview

At a meeting held earlier in the day, members of the Campus Planning and Development Committee were given a tour of the Reid Theatre.

6288. FINANCE COMMITTEE

A. Update on the University's 2015-16 Financial Position

The Board received for information an update on the University's 2015-16 financial position. On July 9, 2015, the Board of Regents approved the budget estimates for the fiscal year 2015-16. A review of actual revenue and expenditures has been completed as of November 30, 2015. At this time, total operating expenditures for 2015-16 are projected to be over budget by approximately \$1,326,588 (as provided in Table 1 of the background documentation). Original budget estimates for 2015-16 projected an \$800,000 deficit, excluding the Faculty of Medicine. The \$1,326,588 current projected current year deficit includes a \$712,000 shortfall for the Faculty of Medicine.

Tuition Revenue - At this time, this source of operating revenue is forecasted to be on budget. This forecast is based on actual tuition revenue for the spring and fall semesters and a projection for the winter semester.

Indirect Cost of Research Grant - This revenue source is projected to be on budget.

6289. HUMAN RELATIONS COMMITTEE

A. Policy Submission – Revisions to the *Employment Equity Policy*

The Board received background information and agreed to the revisions to the Equity, Diversity and Inclusion in Employment Policy (formerly Employment Equity Policy) as outlined in the background documentation. Further, the Board was advised that there is one procedure associated with the current "Employment Equity" policy i.e., the "*Procedure for Employment Equity Appeals*" which will be revoked.

B. Senior Leadership Position vacancies and upcoming renewals

The Board received for information a status update regarding senior leadership position vacancies and their associated recruitment status and senior leadership positions held by academic administrators which may be renewed.

C. Report on Academic Appointments

The Board received for information the Report on Academic Appointments for the St. John's and Grenfell Campuses for actions taken since December 3, 2015 noting that the actions have been taken under delegated authority as provided for in the Terms of Reference for the Human Relations Committee.

i) Reappointment of Dr. Ray Gosine as Associate Vice-President (Research)

The Board received background information pertaining to and approved the reappointment of Dr. Ray Gosine as Associate Vice-President (Research) for a further five-year term effective May 20, 2016 and as outlined in the background documentation.

D. Appointment of the University Auditor

The Board received background information and approved the appointment of Ms. Jennifer Dove as University Auditor effective immediately and as outlined in the background documentation.

E. Human Resource Management System Improvement Project Update (also on the Audit and Risk Committee agenda)

This item was considered under the report of the Audit and Risk Committees as outlined in the Minute 6286.H. above.

F. Deferral of Special Payment for the Memorial University Pension Plan – Update

The Board received for information an update of the deferral of special payment for the Memorial University Pension Plan.

The 2015/16 Provincial Budget resulted in a significant reduction in the funding provided to Memorial to support legislated "Special Payments" to the Memorial University Pension Plan (the Plan). The reduction amounts to \$20.95 million which in the absence of regulatory change will be paid into the Pension Fund from Memorial's operating budget.

The Province has indicated that it will provide a one year deferral of the payment if requested and if Memorial undertakes a review of the Plan in consultation with the Province similar to what has been done with other public service pension plans. The intent of the review would be to propose appropriate changes to funding and benefit levels to ensure long term sustainability.

Deferral of Special Payment for the Memorial University Pension Plan – Update
(cont'd)

On October 1, 2015, Administration requested that the Pensions Committee form a special ad hoc Sub-Committee to work with Administration as discussions regarding the Plan proceed with the Province.

The special ad-hoc Sub-Committee has met twice and has engaged the University's actuaries (Eckler) to research options to achieve long-term sustainability of the pension plan. Long term sustainability will be measured in relation to provincial public service pension plans from both funding and benefits perspectives. The sub-committee will proceed on the basis of pursuing fair and equitable treatment relative to commitments made to other public sector pension plans. The Sub-Committee will meet again in February to review Eckler's draft report.

While the official letter authorizing Memorial to defer this year's special payment was expected to be received prior to this meeting of the Board of Regents, it was noted that the letter had not been received by the start of this meeting.

Further updates will be provided to the Board of Regents as the sub-committee completes its work.

6290. GOVERNANCE COMMITTEE

A. Amendments to the "Travel – Regents" and "Travel –Chancellor" Policies

The Board received background information pertaining to the "Travel – Regents" Policy and the "Travel – Chancellor" Policy as outlined in the background documentation and as follows:

At the December 8th, 2015 meeting of Vice-Presidents Council, an incidental amendment to the university wide Travel – General policy was approved, changing the requirements of supporting documentation for proof of air travel. Original boarding passes were mandatory for all university travel as required by the Canadian Foundation for Innovation and Tri-agency (the Canadian Institutes of Health Research, the Natural Sciences and Engineering Research Council of Canada and the Social Sciences and Humanities Research Council of Canada). This is no longer the case. Alternate documentation to confirm proof of air travel is now accepted if original boarding passes are unavailable.

As a result, the "Travel – Regents" and "Travel – Chancellor" policies should be updated to reflect that original boarding passes are no longer the sole required document for filing a travel claim.

In addition and at the request of the Chancellor, the Governance Committee recommended that the "Travel – Chancellor" Policy be amended to reflect current practice by changing "will" to "may" in the first line of Article 7 of that Policy.

The Board approved the amendments to the "Travel – Regents" Policy and the "Travel – Chancellor" Policy as outlined in the background documentation.

6291. SENATE MATTERS

A. Senate Matters with implications for the Board of Regents (October 13, 2015)

(i) Approval of Calendar Changes

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on October 13, 2015 and approved the Calendar changes arising from that meeting and as outlined in the background documentation.

(ii) Approval of the Constitution of the Faculty Council of the Faculty of Engineering and Applied Science

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on October 13, 2015 and approved the amendments to the Constitution of the Faculty Council of the Faculty of Engineering and Applied Science and as outlined in the background documentation.

B. Senate Matters with implications for the Board of Regents (November 10, 2015)

(i) Approval of Calendar Changes

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on November 10, 2015 and approved the Calendar changes arising from that meeting and as outlined in the background documentation.

(ii) Approval of the Constitution of the Academic Council of the School of Pharmacy

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on November 10, 2015 and approved the amendments to the Constitution of the Academic Council of the School of Pharmacy and as outlined in the background documentation.

(iii) Approval of Centre for Risk, Integrity and Safety Engineering (CRISE)

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on November 10, 2015 and approved the establishment of a Centre for Risk, Integrity and Safety Engineering (CRISE).

DISCUSSION AGENDA

6292. FINANCE COMMITTEE

A. Parking Fee Rate Increase – St. John’s Campus (also on the Campus Planning and Development Committee agenda)

The Board received and reviewed background information pertaining to the parking fee rate increase at the St. John’s Campus.

The Board was advised that parking fees at the University are currently very low, and do not cover the operations and maintenance of lots on campus. University collective agreements have included clauses for yearly increases in parking fees. A proposed general parking fee rate increase of 1.1 per cent is in line with the current year Consumer Price Index (CPI) and the CPI-based increase is consistent with the University’s collective bargaining agreements. Revenue from permit sales is currently \$308,529, therefore the 1.1% increase should increase revenue by approximately \$3000. The increased revenue will help fund operation and maintenance costs associated with lots and allow further advancement and efficiency in parking management. A chart outlining the current permit fees and the proposed new rates was provided in the background documentation for the information of the Board.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the Parking Fees Amendment No. 7 as outlined in the background documentation, effective May 1, 2016.

B. Budget 2016-17

Dr. Gary Kachanoski, President and Vice-Chancellor, provided a presentation to the Board with regard to the Budget 2016-17 and in doing so, covered the following topics:

- Fiscal understanding with the Province (before 2015 budget)
- Operating Grants – Provincial Government
- 2 year budget plan (2015/16 and 2016/17) – approved by the Board of Regents in July 2015
- Budget proposal last year (2015/16)
- Proposed 2016/17 budget framework
- Draft budget submission – Government renewal initiatives
- 2015/16 Canadian tuition fees (preliminary) compared to Memorial 2016/17 preliminary
- Grenfell Campus growth
- PhD student enrolment

Budget 2016-17 (cont'd)

A full discussion followed regarding the iterative consultation process with government officials and the timelines involved in constructing the next budget as well as specific discussion such as:

- special payments to the Pension Plan;
- funding for deferred maintenance and renovations to older facilities (such as the current Science Building) to make them safe and functional;
- attrition as it relates to drop in demand for academic programs;
- tuition and other fee increases particularly in revenue generating facilities;
- working with government to develop a long term and comprehensive vision and strategy for the University.

Following the discussion, Ms. Petten, on behalf of the Board, thanked Dr. Kachanoski for the very informative presentation.

6293. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE

- A. Parking Fee Rate Increase – St. John's Campus (also on the Finance Committee agenda)

This item was also considered under the Finance Committee as outlined in the Minute 6292.A. above.

6294. HUMAN RELATIONS COMMITTEE

- A. Increase to Memorial University's Student Employment Pay Rates

The Board received and reviewed background information pertaining to an increase to Memorial University's Student Employment pay rates.

The Board was advised that effective April 15, 2015, rate increases were applied to student pay scales under the Provincial Government's Student Employment Compensation policy for work term students in degree and diploma programs. In addition, effective October 1, 2015, Government increased pay rates for summer students whose pay is based upon the minimum wage.

Increase to Memorial University's Student Employment Pay Rates (cont'd)

Memorial has several types of student employment including work term, Memorial University Career Experience Program (MUCEP), and student assistant. The University's practice for student compensation in the case of work term students has been to apply the Government increases following their implementation. The last such increase was implemented April 1, 2014. With respect to Memorial University Career Experience Program (MUCEP) and other student assistant rates, Memorial has historically followed the Government template, however, salaries have not been updated for this group since April 1, 2013. In addition, some student assistants who are Lab Demonstrators, Writing Centre Tutors, and Markers are paid an additional \$2.00 per hour above MUCEP and student assistant positions. These rates have also not been updated since April 1, 2013.

Work Term Student Pay Rates

Government pay rates for work term students are based upon a percentage of corresponding government classifications and are assigned based upon education level (i.e. diploma, undergraduate degree, master's degree, or Ph.D.). Memorial's student pay rates follow this system. Current work term student pay rates are shown below in comparison to recommended pay rates adjusted to reflect the Government increases:

Work Term/ Year of Study	Diploma Programs (e.g. CONA) Monthly		Degree Programs (e.g. Memorial) Monthly					
	Current Rate	*Revised Rate	Undergraduate		Masters		Ph.D	
			Current Rate	*Revised Rate	Current Rate	*Revised Rate	Current Rate	*Revised Rate
I	\$1,918.58	\$1,994.42	\$2,224.95	\$2,291.68				
II	\$2,061.15	\$2,121.82	\$2,409.98	\$2,482.78				
III	\$2,218.88	\$2,285.62	\$2,596.53	\$2,673.88				
IV	\$2,378.13	\$2,449.42	\$2,781.57	\$2,864.98				
V	\$2,535.87	\$2,611.70	\$2,966.60	\$3,054.57				
VI	\$2,695.12	\$2,775.50	\$3,151.63	\$3,245.67				
Masters					\$3,178.93	\$3,274.48		
Ph.D							\$3,542.93	\$3,649.10

Increase to Memorial University's Student Employment Pay Rates (cont'd)

MUCEP and Other Student Pay Rates

Government pay rates for summer students are calculated as \$2.65 above the minimum wage rate. As the minimum wage was increased to \$10.50 per hour on October 1, 2015, the Government pay rate for students is currently \$13.15 per hour. Memorial also follows this system for other student pay rates and these are shown below in comparison to recommended pay rates adjusted to reflect the increase in minimum wage:

Employment Group	Current Hourly Rate	Recommended Revised Hourly Rate
Student Assistant	\$12.65	\$13.15
Lab Demonstrators, Markers, IT Assistants, Student Supervisors, Writing Centre Tutors (plus \$2 per hour)	\$14.65	\$15.15
MUCEP	\$12.65	\$13.15

With respect to MUCEP student rates, Student Services has been consulted and concurs with the proposed implementation date and rate increase for reasons of competitiveness and equity. They also recognize that this may result in fewer MUCEP positions in the next fiscal year stemming from the rate increase being applied across a fixed budgetary allotment.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the increase to Memorial University's student employment pay rates as outlined in the background documentation and as follows:

- Work term student pay rates to be increased effective April 1, 2016 (to correspond with Government increases);
- MUCEP and other student assistant pay rates to be increased effective April 1, 2016 (to correspond with Government increases).

B. Appointment of the Acting Associate Vice-President (Grenfell Campus) Academic

At this point, Ms. Petten declared a conflict of interest and recused herself from the meeting. In this regard, Ms. Pat Coish-Snow, Vice-Chair, acted as Chair for this portion of the meeting.

The Board received background information dated February 3, 2016 pertaining to the appointment of the Acting Associate Vice-President (Grenfell Campus) Academic.

Before considering this item, Mr. Tucker noted that the Board Bylaws, Clause F.36 "Meetings of the Board" states:

"Agenda material for each Regular Meeting shall be given by the Secretary to all Members normally at least seven (7) days prior to the date of each such meeting".

Dr. Kachanoski noted that Dr. David Peddle, the previous Associate Vice-President (Grenfell Campus) Academic stepped down from this position effective January 22, 2016. Further, a recommendation has been received from Dr. Mary Bluechardt, Vice-President (Grenfell Campus) following consultation with Grenfell Campus Academic Heads, that Dr. James Duffy be appointed as Acting Associate Vice-President (Grenfell Campus) Academic effective immediately. Dr. Kachanoski noted the importance of maintaining academic leadership while a search for Deans and the transition to the new decanal structure is proceeding. That process is anticipated to be complete by December 31, 2016.

Mr. Tucker noted that at a meeting held earlier in the day, the Human Relations Committee noted the need for an immediate decision on this appointment and agreed to recommend to the Board that the "normally" provision of the notice period for agenda material be invoked and that this item be placed on the discussion agenda. The Board agreed with this request and after a discussion, passed the following resolution:

RESOLVED:

That the Board of Regents approve the appointment of Dr. James Duffy as Acting Associate Vice-President (Grenfell Campus) Academic effective immediately until December 31, 2016 and as outlined in the background documentation.

Ms. Petten returned to the meeting at this point.

6295. GOVERNANCE COMMITTEE

A. Amended Bylaws of the Board of Regents

Ms. Colleen Galgay, Johnston, Vice-Chair of the Governance Committee, presented this item pertaining to amendments to the Board of Regents Bylaws. At a meeting held on May 25, 2009, the Board of Regents adopted its first set of Bylaws and agreed that these represented a basic set with a more comprehensive set to be developed. Subsequently, at a meeting held on May 13, 2010, the Board of Regents approved the adoption of the amended Board Bylaws as presented at that meeting. The Governance Committee has been working on expanding and amending the Bylaws and at a meeting held on January 25, 2016, accepted the revised version. In addition to minor editorial improvements, the following are proposed:

- Revisions to the section "Attendance at Meetings" to include provision for electronic meetings
- Revisions to the sections on "Open", "Closed" and "In-Camera" Sessions
- Extension of the time period for Committees to review Terms of Reference from one year to every two years
- other miscellaneous changes

In accordance with Section K. "Amendment" of the current Bylaws (September 2011 version), "a notice of motion, together with a draft of the proposed amendment to these Bylaws, shall be sent to each Member at least 30 days prior to the Meeting of the Board at which the amendment is to be presented". It was agreed that today's submission will serve as Notice of Motion to amend the Bylaws with the motion to be presented at the March 17, 2016 meeting of the Board.

6296. ANY OTHER BUSINESS

A. Date of Next Meeting

The Chair advised that the next regular meeting of the Board of Regents is tentatively scheduled to be held on March 17, 2016.

B. Board Renewal

The Chair provided an updated to Board members with regard to Board renewal and upcoming and current vacancies.

ADJOURNMENT

The meeting adjourned at 4:35 p.m.

CHAIR

SECRETARY

DATE