

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

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

PRESENT:

Ms. Iris Petten, Chair
Dr. Gary Kachanoski, President and Vice-Chancellor
Dr. David Wardlaw, Provost and Vice-President (Academic)
Chancellor Susan Knight
Ms. Sheila Ashton
Mr. Steve Belanger
Ms. Pat Coish-Snow
Ms. Mary Cormier
Ms. Michelle Daye
Dr. Rex Gibbons
Ms. Noreen Greene-Fraize
Mr. Jim Keating
Ms. Kim Keating
Mr. Bill Matthews
Mr. Asan Mohideen
Dr. Vinod Patel
Mr. Tony Roche
Ms. Donna Stone
Ms. Eleanor Swanson
Mr. Edmund Walsh
Ms. Tina Scott, Secretary

APOLOGIES:

Mr. Gilbert Bennett, Mr. Brian Dalton, Ms. Pegi Earle, Dr. James Hickey, Dr. Luke Pike, Ms. Kathleen Roul, Mr. George Tucker.

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, Ms. Mary Mandville, Acting General Counsel.

5998. MEETING CALLED TO ORDER

The meeting was called to order at 4:00 p.m. by Ms. Iris Petten, Chair.

At this time, Ms. Petten reminded all members of the Board with regard to confidentiality and noted that certain confidential information will be disclosed to members of the Board as necessary to enable them to fulfil their roles. She then invited Ms. Swanson to introduce the use of a confidentiality agreement.

Ms. Swanson, Chair of the ad hoc Sub-Committee to develop Board Policies, then advised that at a meeting held on June 21, 2013, the ad hoc Sub-Committee received and reviewed a draft confidentiality agreement as prepared by Ms. Mary Mandville, Acting General Counsel. At that time, the Committee agreed that separate confidentiality agreements be prepared for Board members, invitees and visitors. Members were then provided with copies of the forms which were reviewed by Ms. Mandville.

Following a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents adopt the use of the "Acknowledgment and Undertaking of Confidentiality" forms for members of the Board of Regents, invitees and visitors as presented in the background documentation.

5999. APPROVAL OF AGENDA

The Board agreed to the following changes to the agenda for the July 4, 2013 meeting:

i) Finance Committee

The Finance Committee recommended that:

- the Board add a new agenda item 12.e "Update on Budget Discussions".

ii) Campus Planning and Development Committee

The Campus Planning and Development Committee recommended that:

- the Board add a new agenda item 14.a. "Naming of the HMDC Offshore Operations Simulator Facility".

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.

Mr. Mohideen declared a conflict with Agenda Item 12.c "Increase to the Graduate Students' Union Health and Dental Insurance Plan Fees".

Approval of the Agenda (cont'd)

Ms. Noreen Greene-Fraize declared a conflict with Agenda Item 12.b "Annual Audited Financial Statements for the Memorial University of Newfoundland Pension Plan for the Fiscal Year ended March 31, 2013".

6000. MINUTES

The Minutes of the regular meeting of the Board of Regents held on May 9, 2013 and the special meeting held on May 27, 2013 were approved by the Board.

6001. CHAIR'S REPORT

A. Meeting of the Executive Committee

Ms. Petten advised that the Executive Committee met on June 20, 2013 to finalize the agenda for today's meeting.

B. Board meeting dates for 2013-14

The Board received and reviewed the tentative dates for Board meetings in 2013-2014. Members of the Board were reminded that Bylaw F.35 of the Board Bylaws requires that "the schedule shall be determined by the Board following a recommendation from the Secretary made in consultation with the President and Chair and where practical, prior to the commencement of each academic year of the University." As a result, the proposed Board meeting dates for 2013-2014 are as follows:

2013

September 5, 2013 - *in order to facilitate business being conducted by Senate on September 10, 2013, it was agreed to investigate the feasibility of moving the date of this meeting ahead by one or two weeks.*
October 24, 2013 (to coincide with Fall Convocation at the St. John's Campus)
December 5, 2013

2014

February 6, 2014 - *optional depending on the nature and urgency of agenda items*
March 13, 2014
May 8, 2014 (to coincide with Grenfell Campus Convocation)
July 10, 2014
September 4, 2014
October 16, 2014 (to coincide with Fall Convocation at the St. John's Campus)
December 4, 2014

C. New Policy - Kullik Lighting and Smudging Policy

The Board received and reviewed background information pertaining to the new policy submission "Kullik-Lighting and Smudging".

Dr. Kachanoski advised members of the Board that an Inuit "*Kullik*", a soapstone lamp in which oil is lighted, is used to open events and for other ceremonial purposes, signifying the warmth of the Inuit. Smudging is a First Nations and Western Métis ceremony involving the burning of plants such as juniper, the sacred plant of the Newfoundland Mi'kmaq, sage or sweet grass, and is intended to purify one's heart and thoughts. Students have requested the adoption of a policy to permit both of these practices at Memorial University. Such a policy is timely as Memorial Implements the 22 recommendations of the 2009 Presidential Task Force on Aboriginal Initiatives, which are focused on creating a culturally safe environment for Indigenous students, which in turn, enhances the learning of all students.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the proposed *Kullik-Lighting and Smudging Policy* to come into effect immediately.

D. Status of the ad hoc sub-committee to develop Board Policies

The Board received and reviewed background information pertaining to the status of the ad hoc Sub-Committee to develop Board Policies.

Ms. Swanson reminded members that in March 2009 the Board established an ad hoc Committee to Strengthen Governance which recommended several policies for Board approval. When this ad hoc Committee of the Board submitted its final report in October 2011, the Executive Committee noted that a small number of outstanding items remained so it created an ad hoc Sub-Committee to develop Board Policies.

Ms. Swanson then noted that the ad hoc Sub-Committee has come to the realization that governance work is not ad hoc but is ongoing. For this reason most governing Boards for universities and corporations generally have a standing Governance Committee. To quote from a document produced by the Association of Governing Boards *The Governance Committee*, "... works to identify best practises in governance and introduce them to the Board and its Committees, ensuring that such practises are appropriate for the culture of that specific board and institution it oversees."

While the creation of a Governance Committee makes good governance sense, the transition from an ad hoc Committee to a Standing Committee would also assist in terms of Committee identity, name recognition, scheduling of meetings as well as in the appointment of members.

The ad hoc Sub-Committee to Develop Board Policies is now recommending that the Board approve the creation of a standing Governance Committee. Following such approval, the Governance Committee will develop detailed Terms of Reference and membership criteria for consideration by the Board at a later date.

Status of the ad hoc sub-committee to develop Board Policies (cont'd)

After a discussion, the resolution outlined below was passed:

RESOLVED:

That the Board approve the recommendation of the ad hoc Sub-Committee to Develop Board Policies to create a standing Governance Committee of the Board of Regents. It is understood that the Committee will develop detailed Terms of Reference and membership criteria for consideration by the Board at a later date.

Ms. Petten then noted at the ad hoc Committee meeting held on June 21, 2013, the Committee received a presentation from Mr. Decker pertaining to the "Board Portal - Software Review". She noted that Mr. Decker also provided an overview of the Board Portal which would replace the Board agenda book with a secure on-line system which would have the following features:

- very high level of security
- data retention features
- online-offline access to board information
- board packet creation/modification (books stored in non-standard format)
- push updates of Board packages (one master version for all)
- annotation/comment tools
- collaboration tools
- committee workspaces

Ms. Swanson noted that the ad hoc Sub-Committee has expressed strong and enthusiastic support for this initiative and also requested that Mr. Decker continue with the investigation of implementing the use of a Board portal.

Ms. Petten further noted that the ad hoc Sub-Committee is developing the following items for consideration by the Board:

Skills Matrix - The ad hoc Sub-Committee is continuing with the development and use of a skills matrix of competencies for members of the Board to identify areas of strength and areas where professional development may be needed for each individual Board member as well as members of Board Committees.

Board Evaluation form - The ad hoc Sub-Committee is continuing to develop the use of and implementation of Board evaluation.

6002. PRESIDENT'S REPORT

A. President's Summary of Activities

The President provided the Board with highlights of his recent activities since the May 2013 Board meeting.

B. Approval of Memorial University's guiding "Vision, Mission and Values"

The Board received and reviewed background information pertaining to the approval of Memorial University's guiding "Vision, Mission and Values".

Dr. Kachanoski reminded members of the Board that at the meeting held on May 9, 2013, he delivered a presentation entitled "Capstone 2020". The presentation provided an overview of the process, consultations and feedback to achieve renewed Vision, Mission and Values for Memorial University. At that time, the Board was invited to provide further feedback and was advised that it would be asked to approve the "Vision, Mission and Values" at an upcoming meeting.

Dr. Kachanoski noted that the final iteration of the proposed Vision, Mission and Values was contained in the background documentation for consideration by the Board.

He then noted that as indicated at the May 9th presentation, in order to support the Vision and Mission of the university, the administration will work with the university community over the coming months to further develop its major strategic objectives (i.e. Capital Plan, Enrolment Plan, etc.). He further noted that Marketing and Communications are developing a plan to communicate these initiatives to the university at the beginning of the fall semester.

Following Dr. Kachanoski's presentation, the resolution outlined below was passed:

RESOLVED:

That the Board of Regents approve the "Vision, Mission and Values" for Memorial University and as outlined in the background documentation.

CONSENT AGENDA

Noting that the items were dealt with in detail in meetings of the appropriate committees, it was moved by Ms. Coish-Snow, seconded by Mr. Steve Belanger and carried that the consent agenda, comprising the resolutions listed in 6003 through 6006 below be approved as follows:

6003. AUDIT AND RISK COMMITTEE

A. Appointments to the Western Sports and Entertainment Inc. Board of Directors

The Board received background information and agreed with the appointments to the Board of Directors for the Western Sports and Entertainment Inc. (The Pepsi Centre), to be effective immediately and as follows:

- Ms. Glenys Butt, Manager, Financial Services and Institutional Analysis, Grenfell Campus, University representative for a three year term
- Ms. Michelle Healey, Director of Athletics, Memorial University of Newfoundland, University representative for a three-year term
- Mr. Colin Lynch, Multimedia Marketing Consultant, The Western Star, public at large representative for a three year term

Appointments to the Western Sports and Entertainment Inc. Board of Directors (cont'd)

- Mr. Sheldon Peddle, Executive Director, ACAP Humber Arm Environmental Association Inc., public at large representative for a three year term
- Mr. Steve May, Director of Operational Services, City of Corner Brook, City's representative for a three-year term
- Mr. Allan Kendall, Business owner and Chartered Accountant, public at large representative for a three year term.

B. Internal Audit Status Report - July 2013

The Board received background information pertaining to the Internal Audit Status Report, May 2013. Since the October 2012 update, seven internal audit projects contained in the annual audit plan have been concluded, with reports being presented to the Vice-Presidents' Council: Amex Card Program; English as a Second Language; Fixed Assets - School of Pharmacy; Fixed Assets - Computing and Communications; Fixed Assets - Marine Institute; Cellular Phones and Data Devices; and Scholarships and Bursaries. Throughout the audit process, no improprieties were found; however, areas of risk have been identified and recommendations have been provided to reduce or eliminate these risks. In total, these audit reports contain 60 recommendations; 3 are listed in the report under the section "*Top 10 Recommendations that are Under Review or Outstanding*". In addition, Internal Audit is currently engaged in work with respect to four other projects. Final reports will be forwarded to the Vice-Presidents' Council for review with respect to each project as it is completed.

At the request of the Faculty of Medicine, Internal Audit has recently completed an audit of the Community Adjustment Fund (CAF) and Atlantic Innovation Fund (AIF) Research Projects. The audit report has been presented to the Vice-Presidents' Council.

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

C. External Report Review of the Structure and Function of the Portfolio of the Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies and Update on Student Matters Steering Committee (Student Safety, Wellness, Behaviour, Discipline and Performance)

The Office of the Provost and Vice-President (Academic) has been asked to provide the Vice Presidents' Council, the President and the Board of Regents with regular reports concerning student matters such as student safety, wellness, behaviour, discipline and performance indicators. The creation of such reports will require the collection and synthesis of data gathered by departments from across portfolios and all Memorial University campuses. As a result, on June 11, 2013, Vice Presidents' Council approved the Terms of Reference for a Student Matters Steering Committee to oversee the development and creation of reports, and provide advice and recommendations on student matters.

External Report Review of the Structure and Function of the Portfolio of the Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies and Update on Student Matters Steering Committee (Student Safety, Wellness, Behaviour, Discipline and Performance) (cont'd)

Reporting directly to the Vice Presidents' Council, the Committee will gather, consolidate, and summarize relevant reports and information which will allow the tracking of trends in student safety, wellness, behaviour, discipline and performance indicators. The Committee will issue reports each semester which will highlight statistics on student matters from all Memorial University campuses and make recommendations for action to address trends, patterns, risks, etc. that are identified in individual and/or successive reports.

The first report from the committee will be based on the fall semester of the 2013 - 2014 academic year.

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

D. Summary of Legal Claims

The Board was informed that the Audit and Risk Committee received a presentation from Ms. Mary Mandville, Acting General Counsel, with regard to the roles and responsibilities of the Office of the General Counsel as well as a summary of legal claims.

6004. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE

A. Naming of Residence Chalets and naming of two Arts and Science Residence Wings (Grenfell Campus)

The Board received background information and agreed to the naming of the Residence Chalets and naming of two Arts and Science residence wings at Grenfell Campus as follows:

- Chalets 1 - 5 (forest theme) be named Birch Chalet, Jack Pine Chalet, Juniper Chalet, Spruce Chalet, Tuckamore Chalet and that Chalets 6 - 8 (mountain theme) be named Gros Morne Chalet, Topsails Chalet, Torngat Chalet.
- The two Arts and Science residence wings be named Pittman Wing and Bennett Wing.

B. Proposed Land transfer between the City of Corner Brook and Memorial University of Newfoundland, Grenfell Campus

The Board received background information and agreed to the proposed land exchange between the City of Corner Brook and Memorial University of Newfoundland, Grenfell Campus and as outlined in the background documentation.

Proposed Land transfer between the City of Corner Brook and Memorial University of Newfoundland, Grenfell Campus (cont'd)

The Board was advised that the development of the new access road to the hospital site (Corporal Pinksen Memorial Drive) bisected a section of land owned by the Grenfell Campus. Over the past year there have been discussions with the City of Corner Brook to explore a land transfer. The City's interest in a portion of the university land on the opposite side of the roadway is linked to a potential residential development and the need for access to Corporal Pinksen Drive.

The Board was further advised that the latest proposal from the City of Corner Brook is for a direct land exchange between the City and the University for an area of approximately six (6) acres. These parcels of land are of equivalent value. There are no specific issues or concerns associated with this land exchange and the primary benefit to the Grenfell Campus would be the extension of the campus boundary on the Grenfell side of Corporal Pinksen Drive.

C. Update of Progress of Capital Projects

The following capital projects are 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 Sciences Centre - Cold Water Supply
- Dr. Jack Clark Building and the S.J. Carew Building Expansions
- Queen's College Upgrade
- Aboriginal Centre
- Core Science Facility
- Battery Property

Grenfell Campus

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

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

6005. HUMAN RELATIONS COMMITTEE

A. Restructuring of the Vice-President (Administration and Finance) portfolio - Establishment of Chief Information Officer

The Board received background information and agreed to the establishment of the position of Chief Information Officer reporting to the Provost and to the Vice-President (Administration and Finance) and as outlined in the background documentation.

B. Appointments Report

The Board received the Appointments Report for actions taken since May 9, 2013 noting that the actions have been taken under delegated authority as provided in the Terms of Reference for the Human Relations Committee.

C. Reappointment of Dr. Noreen Golfman as Dean of the School of Graduate Studies

The Board received background information and approved the reappointment of Dr. Noreen Golfman as Dean of the School of Graduate Studies for a further five-year term and as outlined in the background documentation.

6006. SENATE MATTERS

The Board received reports of items of business considered by Senate at its regular meetings held on April 9, 2013 and May 14, 2013.

A. April 9, 2013

Item 82 Report of the Senate Committee on Undergraduate Studies
(82.1 - 82.4)

B. May 14, 2013

Item 92 Report of the Senate Committee on Undergraduate Studies
(92.1 - 92.4)

Item 93 Report of the Academic Council of the School of Graduate Studies
(93.1)

Item 95 Report of the Senate Committee on Undergraduate Studies
(95.1 - 95.2)

Item 96 Report of the Academic Council of the School of Graduate Studies
(96.1)

DISCUSSION AGENDA

6007. AUDIT AND RISK COMMITTEE

A. Internal Audit Plan for 2013-14

The Board received and reviewed background information pertaining to the Internal Audit Plan 2013-2014.

Mr. Belanger reminded members of the Board that effective September 6, 2012, Internal Audit reports functionally to the Board of Regents through its Audit and Risk Committee and administratively to the Office of the President. Internal Audit assists the

Internal Audit Plan for 2013-14 (cont')

University in accomplishing its objectives by bringing a systematic and disciplined approach to evaluate and improve the effectiveness of its risk management, control and governance processes. It is also responsible for forensic audits and investigations in cases where inappropriate activity is suspected with respect to University funds or assets.

The proposed Internal Audit Plan for 2013-14 was provided in the background documentation. It was noted that this plan was developed using a risk-based approach to define audit projects. In addition, other projects have been proposed to ensure that specific aspects of the University's operations that have not been addressed for a number of years are reviewed.

In preparing the audit plan, input was sought from the President's Office, members of the Vice-Presidents' Council, academic and administrative deans and directors, managers of finance and administration, and others across the University.

After a discussion, the resolution outlined below was passed:

RESOLVED:

That the Board of Regents approve the Internal Audit Plan for 2013-14 and as outlined in the background documentation.

B. Report of the External Auditors - Results of the 2013 Audit

The Board received and reviewed background information pertaining to the *Report of the External Auditors - Memorial University of Newfoundland Audit Results, March 31, 2013*. Mr. Belanger noted that at a meeting held on July 3, 2013, the Audit and Risk Committee received a presentation from Ms. Lynn Healey and Mr. Jason Riddle of Ernst & Young who provided the results of the audit for fiscal year ended March 31, 2013.

The Board was advised that Ernst & Young LLP have audited the consolidated financial statements of Memorial University of Newfoundland. The scope and manner of the audit is outlined in the 2013 Audit Service Plan, which was approved by the Board of Regents on October 18, 2012.

This Audit Report briefly summarized the major aspects of the audit of the consolidated financial statements for the period ending March 31, 2013. It is a companion document to the Consolidated Financial Statements, as the audited statements alone would not necessarily identify all matters that may be of interest to the Audit and Risk Committee in fulfilling its responsibilities. The Audit Report states that the auditors have substantially completed the audit and subject to the clearance of minor outstanding items, expect to be in a position to sign an unqualified report.

Report of the External Auditors - Results of the 2013 Audit (cont'd)

The following represent the key findings of the audit:

- The auditors had no disagreements with management on financial accounting and reporting matters or auditing procedures;
- The auditors did not identify any evidence of:
 - misstatements resulting from, or evidence of, fraud or suspected fraud;
 - unusual related party transactions which are not in the normal course of operations;
 - other unusual transactions not in the normal course of operations;
 - conflicts of interest or illegal, or possibly illegal acts;
 - non-compliance with regulatory requirements;
 - material weakness in the systems of internal control.
- The auditors are satisfied that the University's disclosure of employee future benefits within its financial statements is compliant with Generally Accepted Accounting Principles (GAAP);
- The auditors are satisfied that the financial statements comply with the Public Sector Accounting Standards;
- The auditors have reviewed the University's significant accounting policies and disclosures and conclude that the University's financial statements are in accordance with GAAP;
- The auditors are satisfied that there have been no significant, unusual non-routine transactions that lack economic justification.

Mr. Belanger then acknowledged and noted with thanks, the contributions of Mr. Kent Decker, Vice-President (Administration and Finance) and Ms. Debbie Collis, Director of Financial and Administrative Services, in the preparation of the report.

Following a discussion, the resolution outlined below was passed:

RESOLVED:

That the Board of Regents approve the Report of the External Auditors - Results of the 2013 Audit and as outlined in the background documentation.

C. Policy Revision - Accommodations for Students with Disabilities

The Board received and reviewed background documentation pertaining to the proposed revisions to the policy "Accommodations for Students with Disabilities".

Policy Revision - Accommodations for Students with Disabilities (cont'd)

Dr. Wardlaw advised that in 2006, the Board of Regents adopted a policy on Academic Accommodations for Students with Disabilities. Since that time, the Human Rights Code of Newfoundland and Labrador was replaced by the provincial Human Rights Act, SNL 2010 and the case law in the area has evolved to provide a more comprehensive and increasingly articulated standard on the duty to accommodate students with disabilities. Therefore, the 2006 policy has been revised and updated, the most significant change of which is the broadening of the policy's focus by striking "Academic" from its title and providing for a policy on Accommodations for Students with Disabilities, both academic and non-academic accommodations.

Dr. Wardlaw noted that the development of the Policy followed the University's Policy Framework Process. He further noted that included in the background information were the following documents:

1. Proposal for New or Revised Policy
2. Policy Development Report
3. Proposed revised Accommodations for Students with Disabilities Policy and Procedure

After a discussion, the resolution outlined below was passed:

RESOLVED:

That the Board of Regents approve the revised "Accommodations for Students with Disabilities" policy to come into effect immediately and as outlined in the background documentation.

Mr. Roche and Ms. Stone left the meeting at 5:00 p.m.

6008. FINANCE COMMITTEE

- A. Annual Audited Financial Statements for Memorial University of Newfoundland and the Annual Management Report from the External Auditors for the Fiscal Year ended March 31, 2013

The Board received and reviewed background information pertaining to the annual audited financial statements for Memorial University of Newfoundland and the annual Management Report from the External Auditors for the fiscal year ended March 31, 2013.

Ms. Petten then welcomed to the meeting, Ms. Debbie Collis, Director of Financial and Administrative Services, who provided a presentation on the audited financial statements for Memorial University of Newfoundland and the annual management report as well as the Pension Plan audited financial statements as at March 31, 2011.

Annual Audited Financial Statements for Memorial University of Newfoundland and the Annual Management Report from the External Auditors for the Fiscal Year ended March 31, 2013 (cont'd)

The Board was advised that the report of the external auditors on the annual audited financial statements of the University as at March 31, 2013 has been received and was reviewed by the Board's Audit and Risk Committee on July 3, 2013. The external auditors found the financial statements to present fairly the financial position of the University as at March 31, 2013, the results of the operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles. There were no qualifications in the report of the external auditors.

After a discussion, the resolution outlined below was passed:

RESOLVED:

That the Board of Regents approve the Memorial University audited financial statements for the fiscal year ended March 31, 2013 as outlined in the background documentation.

B. Annual Audited Financial Statements for the Memorial University of Newfoundland Pension Plan for the fiscal year ended March 31, 2013

The Board received and reviewed background information pertaining to the annual audited financial statements for the Memorial University Pension Plan for the fiscal year ended March 31, 2013.

Ms. Collis noted that the external auditors found the financial statements to present fairly the net assets available for benefits of the Pension Plan as at March 31, 2013, and the changes in net assets available for benefits for the year then ended in accordance with Canadian generally accepted accounting principles. There were no qualifications in the report of the external auditors.

Following a discussion, the resolution outlined below was passed:

That the Board of Regent approve the Memorial University Pension Plan audited financial statements for the fiscal year ended March 31, 2013.

C. Increase to the Graduate Students' Union Health and Dental Insurance Plan Fees

The Board received and reviewed background information pertaining to changes in the Graduate Students' Union (GSU) Health and Dental Insurance Plan fees.

Mr. Decker advised members of the Board that in October 2004, the Board of Regents approved permission for the GSU Board of Directors to revise premiums on an annual basis to a maximum increase of the rate of inflation as measured by the industry standards. He noted that the insurer has provided the GSU with the renewal rates for

Increase to the Graduate Students' Union Health and Dental Insurance Plan Fees (cont'd)

the upcoming year, along with the average increase in the rate of inflation of student drug/medical and dental plans. To maintain the current health plan the proposed decrease rate for the drug/medical plan is 16% and for the dental plan a 15% increase for the dental plan. This is an overall annual decrease for all benefits of 6%. A change was made to the existing vision care package benefit to include eye examinations. The addition of this benefit will bring the current cost of the plan to 4% less than present cost. This is within the average inflationary increase combined for health (10-12%) and dental (8-10%).

Following a discussion, the resolution outlined below was passed:

RESOLVED:

That the Board of Regents approve changes to the Graduate Students' Union (GSU) health and dental insurance plans for the Graduate Students' Union for full-time students effective September 1, 2013 as follows:

- Decrease the premium rate of drug and health insurance coverage for single students from \$553.95 to \$426.92 per year (\$5.00 Administrative Fee included).
- Decrease the premium rate of drug and health insurance coverage for couples from \$1,068.85 to \$827.20 per year (\$10.00 Administrative Fee included).
- Decrease the premium rate of drug and health insurance coverage for families from \$1,068.85 to \$833.20 per year (\$10.00 Administrative Fee included).
- Increase the premium rate of dental coverage for single students from \$196.67 to \$271.28 per year (\$5.00 Administrative Fee included).
- Increase the premium rate of dental coverage for couples from \$388.30 to \$542.56 per year to (\$10.00 Administrative Fee included).
- Increase the premium rate of dental coverage for families from \$485.51 to \$677.68 per year (\$10.00 Administrative Fee included).

Further, the Board of Regents requested that the University Administration follow up with the Graduate Students' Union to ensure that in the future the changes proposed are consistent with the referendum conducted in September 2004.

Mr. Mohideen declared a conflict of interest with this item and abstained from voting.

D. Setting of meal plan rates for the St. John's campus for 2013-14

The Board received and reviewed background information pertaining to the setting of meal plan rates for the St. John's Campus for 2013-14.

Setting of meal plan rates for the St. John's campus for 2013-14 (cont'd)

Mr. Decker advised members of the Board that the recently negotiated food service contract between Aramark Canada Ltd. and Memorial University includes a formula whereby each annual meal plan rate increase is calculated based on the initial daily rates as set in the contract effective May 1, 2013. The formula is the same as in the previous food services contract. The initial daily rates set in the new contract are as proposed in the Request for Proposal for Food Services and as proposed in the Aramark response to the RFP. The rate charged to students each semester will be established by multiplying the set daily rate by the number of feeding days per semester. The initial daily rates are:

Freedom/Unlimited Plan	\$20.85 per day including \$125 flex per semester
19 Meals per Week Plan	\$20.85 per day including \$200 flex per semester
14 Meals per Week Plan	\$20.00 per day including \$250 flex per semester

Students living in Burtons Pond may purchase one of the above plans or a Flexi Plan which is \$995 for 100 entries to the dining hall throughout the specified semester.

It was noted that future annual increases will continue to take into account increases in the Consumer Price Index for the province of Newfoundland and Labrador for the preceding calendar year, increases in negotiated salary costs and an increase in materials and supplies other than food. This increase will be presented to the Board for approval each spring.

In comparison, for the 2012-13 academic year the meal plan options did not include an unlimited option and none of the plans included flex dollars. The new contract offers more flexible choices to students than in previous years and the new contract also offers increased hours of operations for food services for students to avail of the meal plans. For reference, the meal plan rates for 2012-13 were as follows.

10 meal plan - \$ 1926/semester
14 meal plan - \$ 2081/semester
19 meal plan - \$ 2171/semester

Following a discussion, the resolution outlined below was passed:

RESOLVED:

That the Board of Regents approve the meal plan rates for the 2013-14 year as follows based on the daily rates as noted in the background documentation:

	Fall	Winter
Freedom/Unlimited Plan includes \$125 flex	\$2260	\$2200
19 meals per Week Plan includes \$200 flex	\$2260	\$2200
14 meals per Week Plan includes \$250 flex	\$2160	\$2100
Flexi Plan	\$995	\$995

E. Update on Budget Discussions

Dr. Kachanoski provided an update with regard to recent budget discussions with officials from the provincial government with respect to funding of the Core Sciences facility. He noted that if a proposal is received from government it may be necessary to hold a special meeting of the Board prior to the next meeting tentatively scheduled for September 5, 2013.

6009. HUMAN RELATIONS COMMITTEE

A. External Report Review of the Structure and Function and portfolio of the Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies

The Board received and reviewed background documentation pertaining to the "External Report Review of the Structure and Function of the Portfolio of the Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies".

Dr. Wardlaw noted that at a meeting held on July 3, 2013, the Audit and Risk Committee received a presentation from Dr. Cecilia Reynolds, Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies who provided an overview with respect to the Executive Summary and External Review Report along with a letter dated 02 July 2013 to the Memorial Community from him regarding the Executive Summary and External Review Report.

Dr. Kachanoski further noted that it is anticipated that the final report will be considered by the Board at an upcoming meeting scheduled for the fall. He also reported that the Audit and Risk Committee agreed that the University Administration should continue to work through various aspects of the report the details of which would require approval by the Board before the restructuring can be implemented.

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

6010. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE

A. Naming of the HMDC Offshore Operations Simulator Facility

The Board received and reviewed background information pertaining to the naming of the HMDC Offshore Operations Simulator Facility.

Mr. Blackwood advised that the Hibernia Management Development Company Ltd. (HMDC), on behalf of the Hibernia Project, will provide \$4.4M toward an upcoming capital expansion of the Marine Institute in the form of a donation. The donation will create a new offshore operations simulator facility at the Fisheries and Marine Institute (MI). In addition to these funds, Memorial University will receive \$750,000 from the Atlantic Canada Opportunities Agency and Memorial has agreed to allocate \$750,000 to the MI for this project.

Naming of the HMDC Offshore Operations Simulator Facility (cont'd)

It was further noted that included in the proposal was the potential naming opportunity for the new research and development facility after HMDC. The title proposed is the *HMDC Offshore Operations Simulator Facility*. In accordance with Memorial's naming policy, a time limit of 20 years has been negotiated with HMDC on this naming.

Following a discussion, the resolution outlined below was passed:

RESOLVED:

That the Board of Regents approve the recommendation to name the new research and development facility in the Fisheries and Marine Institute the *HMDC Offshore Operations Simulator Facility* with the time limitation on the naming to be 20 years from the date of approval and as outlined in the background information.

6011. ANY OTHER BUSINESS

1. Date of Next Meeting

The next meeting of the Board of Regents is tentatively scheduled to be held on September 5, 2013.

ADJOURNMENT

The meeting adjourned at 5:50 p.m.

CHAIR

SECRETARY

DATE