

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Thursday, July 7, 2022 at 1:00 p.m. in the Emera Innovation Exchange Conference Centre, Signal Hill Campus and via webex.

**PRESENT:**

Ms. Cathy Duke, Acting Chair  
Dr. Vianne Timmons, President and Vice-Chancellor  
Dr. Margaret Steele, Interim Provost and Vice-President (Academic)  
Chancellor Susan Dyer Knight  
Ms. Michelle Baikie  
Mr. Glenn Barnes  
Dr. Bud Davidge  
Mr. Jorge Campos  
Dr. Rex Gibbons  
Ms. Ann Marie Hann  
Ms. Karen McCarthy  
Ms. Andrea Stack  
Ms. Eleanor Swanson  
Ms. Tina Scott, Secretary to the Board

**APOLOGIES:**

Apologies were received from Mr. Joe Dunford, Ms. Kerri Neil.

**PRESENT BY INVITATION:**

Ms. Catharyn Andersen, Vice-President (Indigenous), Dr. Neil Bose, Vice-President (Research) via webex, Ms. Lisa Browne, Vice-President (Advancement and External Affairs), Mr. Steve Greene, Interim Vice-President (Administration and Finance), Dr. Rob Shea, Vice-President (Marine Institute), Ms. Michelle Snow, Executive Director, Office of the Board of Regents, Dr. Ian Sutherland, Vice-President (Grenfell Campus) *Pro Tempore*, Mr. Scott Worsfold, General Counsel.

**6916. MEETING CALLED TO ORDER**

The meeting was called to order at 1:00 p.m. by Ms. Cathy Duke, Acting Chair. In doing so, she acknowledged and welcomed all members to the meeting.

**6917. APPROVAL OF THE AGENDA/CONFLICT OF INTEREST**

Following the call for the approval of the agenda, Ms. Duke 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.

At the request of Ms. Hann, it was agreed to move Agenda Item 7.3 “Update on the Auditor General Review” to the Closed Discussion Agenda.

Dr. Timmons, Dr. Steele and all members of the Administration declared a conflict with Agenda Item 10.1 “Actuarial valuation of the Memorial University Pension Plan as at December 31, 2021”.

The agenda as amended was approved by the Board.

**6918. MINUTES**

The Minutes of the meeting of the Board of Regents held on May 18, 2022 were approved by the Board.

**6919. CHAIR’S REPORT**

A. Meeting of the Executive Committee – June 15, 2022

The Acting Chair noted that the Executive Committee met on June 15, 2022 to finalize and fine tune the agenda for today’s meeting of the Board.

B. Last regular meeting for Chancellor Susan Dyer Knight

Ms. Duke noted that on July 31, 2022, Dr. Susan Dyer Knight will conclude her appointment as Chancellor of Memorial University of Newfoundland and Labrador. Dr. Knight, who is the seventh Chancellor of Memorial University, was appointed to the role on September 26, 2012. Dr. Knight has been involved with this University in various capacities over many years and in addition is an honorary degree recipient and alumna of Memorial University. She was also named the University’s Alumna of the Year in 2000 and is involved in music education at the University and beyond. In addition, Dr. Dyer Knight has convocated over 30 thousand students.

Ms. Duke, on behalf of the Board, thanked Dr. Dyer Knight for her outstanding contribution to the University during her term as Chancellor from 2012 to 2022. In this regard, Ms. Duke proposed and the Board unanimously agreed to the adoption of the following resolution:

Last regular meeting for Chancellor Susan Dyer Knight (cont'd)

**RESOLVED:**

That the Board of Regents of Memorial University of Newfoundland and Labrador acknowledges with sincere gratitude and appreciation the outstanding contribution rendered to the University by Dr. Susan Dyer Knight during her term as Chancellor from September 2012 to July 2022.

**6920. PRESIDENT'S REPORT**

A. President's Update of Activities

Dr. Timmons provided the Board with a written summary of her activities and University events for period from May 14, 2002 – July 4, 2022, and provided the Board more detail and context on several of these activities and events.

In doing so, she noted that this document is an update on the strategic objectives for the 2021-2022 academic year. In addition to this update, the President included the following appendices, copies of which were provided in the background documentation:

- Appendix "A" Summary of highlights of achievements by faculty, staff and students, as well as general matters of interest to the Board for the period
- Appendix "B" Report on the President's Academic Research
- Appendix "C" Key Institutional Messages"

B. Registration and Enrolments Progress Report for Spring 2022 Semester

The Board received and reviewed an enrolments and registration progress report for the Spring 2022 Semester.

**OPEN SESSION - CONSENT AGENDA**

It was moved by Dr. Timmons, seconded by Dr. Steele, and carried that the consent agenda, as recommended by the appropriate Board Committee and comprising the resolutions listed in 6921, be approved as outlined below.

**6921. SENATE MATTERS**

A. Approval of Calendar Changes arising from the Senate meeting of May 10, 2022

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on May 10, 2022 and approved the Calendar changes as outlined in the background documentation.

B. Approval of New Program “Marine Studies (Aquaculture) Graduate Diploma” arising from the Senate meeting of May 10, 2022

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on May 10, 2022 and approved the new program “Marine Studies (Aquaculture) Graduate Diploma” as outlined in the background documentation.

C. Approval of Calendar Changes arising from the Executive Committee of Senate meeting of May 26, 2022

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Executive Committee of Senate meeting held on May 26, 2022 and approved the Calendar changes as outlined in the background documentation.

**CLOSED SESSION – CONSENT AGENDA**

Ms. Duke 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.

The Chair also noted that the items were dealt with in detail in meetings of the appropriate committees. It was then moved by Dr. Gibbons, seconded by Mr. Barnes and carried that the consent agenda, comprising the resolutions listed in 6922 through 6925 below be approved as follows:

**6922. AUDIT AND RISK COMMITTEE**

A. Report of the External Auditors – Results of the 2022 Audit

The Board received background information and approved the Report of the External Auditors “Results of the 2022 Audit. In doing so, it was noted that a detailed presentation of the Report was made to the Audit and Risk Committee by Ernst and Young at a meeting of the Committee held on July 5, 2022. Ernst & Young LLP have audited the consolidated financial statements of Memorial University of Newfoundland and the financial statements of the Memorial University of Newfoundland Pension Plan. The scope and manner of the audit is outlined in the 2022 Audit Plan, which was approved by the Audit and Risk Committee and the Board of Regents in September 2021. A copy of the 2022 Audit Report, outlining the results of the 2022 audit, was provided in the background documentation.

Report of the External Auditors – Results of the 2022 Audit (cont'd)

The Audit Report briefly summarizes the major aspects of the audit of the consolidated financial statements and of the pension plan for the period ending March 31, 2022. It is a companion document to the consolidated financial statements and the pension plan 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 several outstanding items, expect to be in a position to issue an unqualified opinion on the consolidated financial statements and on the pension plan financial statements.

The following represent the key findings of the audit:

- The auditors concluded that the university's analysis for significant accounting matters is appropriate and that reasonable judgements have been used by management to account for critical accounting estimates.
- Test of controls were performed in respect of areas as outlined in the Audit Plan (i.e. revenue recognition and sales commitments; post-employment benefits, including presentation of the Memorial University of Newfoundland pension liability; capital additions; investments; and risk of management override of controls).
- The auditors concur with the currently proposed presentation and note disclosures in the consolidated financial statements and the financial statements of the pension plan. They noted that management applied judgement to balance the need to provide certain detailed disclosures with reference to the usability of the overall financial statements. They noted no items, individually or in aggregate, that required adjustment to the financial statements.
- Throughout the planning and execution of the audit, outstanding cooperation and communication occurred between the University and the auditors.
- No fraud or illegal acts relating to management override of controls, or involving personnel, have been identified by the university or by the auditors.

B. Office of the Chief Risk Officer 2021 Annual Report

The Board received for information the Office of the Chief Risk Officer 2021 Annual Report. The Office of the Chief Risk Officer (OCRO) has prepared its annual report for the 2021 calendar year. The annual report highlights the OCRO's work relating to the response to the COVID-19 pandemic, Core Science Facility, program advancements, project updates, and other significant accomplishments from within the OCRO. A copy of the 2021 annual report was provided in the background documentation.

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

C. Policy Submission - University Centres: Establishment, Operation and Termination Policy

The Board received background information and approved the "University Centres: Establishment, Operation and Termination" Policy and as outlined in the background documentation.

D. Status of Internal Audit Activity – as at June 10, 2022

The Board received for information the status of Internal Audit Activity as at June 10, 2022. The Internal Auditor provided the Internal Audit Status Report which includes information on the status of internal audit activity. It was noted that there are currently three projects are underway.

1. Asset Compliance, is in the concluding phase with a report being drafted;
2. Space Management, is at execution phase; and
3. Website review, is in the scoping phase.

In addition, further information on the status of Internal Audit activities were provided in the status, a copy of which was included in the background documentation. As each internal audit project is completed, an executive summary of the results will be presented in a separate memo.

**6923. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

A. Update on Capital Projects

The Board was advised that the following major capital projects are currently ongoing at varying stages:

<b>PROJECTS IN PROGRESS</b>	
<b>St. John's Campus</b>	
1	Animal Resource Centre
2	Harsh Environment Research Facility
<b>Marine Institute</b>	
1	Holyrood Marine Base Phase IIB
<b>Grenfell Campus</b>	
1	Regional Aquatics and Recreation Centre

<b>PROJECTS IN PLANNING STAGES</b>	
<b>St. John's Campus</b>	
1	University Buildings Strategy
2	Ocean Frontier Institute (OFI) Fit Up
3	Electric Boilers – Utilities Annex
4	Canada Games Upgrades – Aquarena & Field House

<b>PROJECTS IN EARLY STAGES</b>	
1	School of Pharmacy Expansion
2	Labrador Campus

<b>PROJECTS ON HOLD</b>	
1	Indigenous Centre
2	Signal Hill Campus Phase II
3	Transit Terminal
4	Faculty of Medicine Redevelopment of Existing Space
5	Reid Theatre Redevelopment

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. Campus Renewal Fee - Marine Institute 2022/2023 – also on the Finance Committee agenda

The Board received background information pertaining to the Campus Renewal Fee for the Marine Institute 2022/23 and approved the allocation of \$258,000 of the Campus Renewal Fee – Marine Institute and as outlined in the background documentation.

**6924. HUMAN RELATIONS COMMITTEE**

A. Senior Leadership Position Vacancies and upcoming renewals

The Board received for information a regular status update regarding senior leadership position vacancies and their associated recruitment status and senior leadership positions held by academic administrators which may be renewed, following a five-year term, subject to review.

B. Appointments Reports

The Board received for information the Report on Academic Appointments for the St. John's and Grenfell Campuses for actions taken since May 18, 2022, noting that the actions have been taken under delegated authority as provided for in the Terms of Reference for the Human Relations Committee.

C. Appointment of the University Registrar

The Board received background information and approved the appointment of Dr. Lee Ann McKivior as the University Registrar effective August 15, 2022 and as outlined in the background documentation.

D. Extension of appointment of the Interim Associate Vice-President (Academic) and Dean, School of Graduate Studies

The Board received background information and approved the extension of Dr. Amy Warren as Interim Associate Vice-President (Academic) and Dean, School of Graduate Studies effective September 1, 2022 and ending August 31, 2023 and as outlined in the background documentation.

E. Title Changes for Associate Vice-President (Academic) Students and Associate Vice-Provost (EDI)

The Board received background information pertaining to the title changes for the Associate Vice-President (Academic) Students and Associate Vice-Provost (Equity, Diversity and Inclusion (EDI)) and as outlined in the background documentation. It was noted that the Provost and Vice-President (Academic) portfolio recently modified the titles for two key positions: Associate Vice-President (Academic) Students and Vice-Provost (EDI) in order to accurately reflect the importance and key functional roles and responsibilities of these positions.

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

F. Extension of Interim Dean, Humanities and Social Sciences

The Board received background information and approved the extension of Dr. Ailsa Craig as Interim Dean, Faculty of Humanities and Social Sciences effective July 1, 2022 and ending August 31, 2022, and as outlined in the background documentation.



G. Conversion of the Associate Vice-President (Teaching and Learning) and Director of CITL non-academic position to Associate Vice-President (Academic), Teaching and Learning and Director of CITL and Associate Professor in the Faculty of Education

The Board received background information and approved the conversion of the position of Associate Vice-President (Teaching and Learning) from non-academic to academic and the appointment of Dr. Gavan Watson as the Associate Vice-President (Academic) Teaching and Learning and Director of the Centre for Innovation in Teaching and Learning, and Associate Professor in the Faculty of Education effective August 31, 2022 and as outlined in the background documentation.

H. Extension of the Interim University Registrar

The Board received background information and approved the extension of Ms. Jennifer Porter as Interim University Registrar effective July 5, 2022 and ending August 14, 2022 and as outlined in the background documentation.

I. Amendment to Delegation of Authority

The Board received background information and approved the amendment to the Terms of Reference for the Human Relations Committee regarding the delegation of authority to the President as outlined in the background documentation and as follows:

“E. Delegation of Authority

5. The Board has delegated to the President, the authority to make appointments of Associate Vice-Presidents, Deans whom will hold interim, acting, and pro tempore positions for terms that are not greater than 12 months and within the approved salary scale. Additionally, the Board delegates to the President the authority to extend such appointments for a period of not greater than 6 months.”

J. Appointment of the Associate Vice-President (Marine Institute) Academic and Student Affairs

The Board received background information and approved the appointment of Dr. Angela Clarke as Associate Vice-President (Marine Institute) Academic and Student Affairs effective August 1, 2022 and as outlined in the background documentation.

K. Appointment of Interim Dean, Faculty of Science

The Board received background information and approved the appointment of Dr. Travis Fridgen as Interim Dean of the Faculty of Science effective August 15, 2022, and ending August 14, 2023, or upon completion of a successful search for a permanent dean, whichever occurs first and as outlined in the background documentation.

**6925. FINANCE COMMITTEE**

A. Update on the Auditor General Review – also on the Audit and Risk Committee agenda

This item was considered under the report of the Audit and Risk Committee as outlined in the Minute 6926.A below.

B. Actuarial valuation of the Memorial University Pension Plan as at December 31, 2021

The Board received background information and approved the actuarial valuation of the Memorial University Pension Plan performed as at December 31, 2021 and as outlined in the background documentation.

C. Renewal of Marine Institute Students' Union Health and Dental Fees for the 2022-23 Academic Year

The Board received background information and approved the renewal of Marine Institute Student's Union health and dental fees for the 2022-23 academic Year as outlined in the background documentation and as follows:

- An increase in the health fee charged for Marine Institute students from \$86.68 per semester (\$260.04 per academic year) to \$88.48 per semester (\$265.44 per academic year)
- A decrease in the dental fee charged for Marine Institute students from \$56.64 per semester (\$169.92 per academic year) to \$47.40 per semester (\$142.20 per academic year).

D. Campus Renewal Fee - Marine Institute 2022/2023 – also on the Campus Planning and Development Committee agenda

This item was considered under the report of the Campus Planning and Development Committee as outlined in the Minute 6923.B above.

E. Removal of Laptop Fee for the Marine Engineering Systems Design (MESD) Program

The Board received background information and approved pertaining to the removal of the laptop fee for the marine Engineering Systems Design (MESD) Program.

Board members were advised that the Marine Institute is proposing to remove the current laptop program and associated fees from the Marine Engineering Systems Design (MESD) program and replace the laptop program with the Virtual Desktop Infrastructure (VDI) system used in other MI programs. The lab fees for current MESD students totals \$2,320 for their program; the removal of the Laptop Program would reduce lab fees to \$70 for MESD students.

The Marine Institute is proposing the removal of the current Laptop Program from MESD program and replace it with the Institute's VDI system. The VDI system allows students to run all required programs using their own device. VDI is currently implemented in the Ocean Mapping program and provides consistent desktop software configurations for all MI networked computers and supports Electronics programming.

The current laptop program was established before the widespread use of personal tablets, laptops and highspeed internet. It provided offline access to required software and served the students of the MESD program well for many years. However, exit interviews conducted with graduating students of the program in 2019 and 2020 indicated that the laptop program needed to be reviewed. Students stated that the laptops should be either upgraded or removed, and they questioned the economics of the program. They also stated that, if kept, the program should be optional.

Considering the recent increases in tuition fees, and in an effort to reduce the financial burden on students, it is recommended that the laptop program be removed and replaced with the VDI program. Current Lab fees for the MESD program total \$2,320. Lab fees for the Ocean Mapping program, which uses the Institute's VDI platform, are \$70. This proposal would see the lab fee structure for MESD program changed to emulate that of the Ocean Mapping program, \$30 for the first semester followed by \$5 for each subsequent semester, as outlined in the table below:

Removal of Laptop Fee for the Marine Engineering Systems Design (MESD) Program (cont'd)

	<b>2021 Cohort Fall 2022 Lab Fees (Current)</b>	<b>2021 Cohort Fall 2022 Lab Fees (Proposed)</b>	<b>2022 and Subsequent Cohorts (Proposed)</b>
Term 1	\$30.00	\$30.00	\$30.00
Term 2	\$5.00	\$5.00	\$5.00
Tech Session 1	\$5.00	\$5.00	\$5.00
Term 3	\$455.00	\$5.00	\$5.00
Term 4	\$455.00	\$5.00	\$5.00
Tech Session 2	\$230.00	\$5.00	\$5.00
Term 5	\$455.00	\$5.00	\$5.00
Term 6	\$455.00	\$5.00	\$5.00
Tech Session 3	\$230.00	\$5.00	\$5.00

The proposed changes to the lab fees would be implemented beginning with the 2021 cohort (Term 3) and continuing for subsequent cohorts. There would be no change to the fee structure for the 2020 cohort. The fee collection process and distribution will be unchanged.

The removal of this fee will have no impact on overall revenue, as the laptop fee was used to purchase laptops for the students and this equipment will no longer be required. The MESD students will avail of the Marine Institute's current VDI environment, and there are no financial risks associated with adding the MESD students to this environment. The change is supported by both program faculty and the Institute's Information and Communications Technology department, and was approved by internal committees at the Marine Institute and the Tuition and Fees Committee of the President's Advisory Team.

After a discussion, it was agreed to forward the recommendation below to the Board for consideration:

That the Board of Regents approve the removal of the laptop program and associated fees for the Marine Institute's Marine Engineering Systems Design program, effective for the Fall 2022 semester and as outlined in the background documentation.

**CLOSED SESSION – DISCUSSION AGENDA**

**6926. AUDIT AND RISK COMMITTEE**

A. Update on the Auditor General Review – also on the Finance Committee Agenda

The Board received and reviewed background documentation pertaining to an update on the Auditor General Review.

Board members were advised that as part of the ongoing work to update the Memorial University Act, the Provincial Government has formally requested a full and comprehensive review of operations and spending at Memorial University by the Office of the Auditor General. The Auditor General has agreed to provide government with a report, which will inform the final amendments that will be introduced in the House of Assembly. The review was announced on April 4, 2022.

In November 2021 the Provincial Government brought forward a new Auditor General Act, 2021, that expanded the Office of the Auditor General's access to information and to audit the use of government funds. These amendments included the repeal of Section 38(1) of the *Memorial University Act* to allow the Auditor General to determine if significant investments are being managed with due regard to the economy, efficiency and effectiveness.

The Auditor General advised the President that audit planning would commence on May 24, 2022 with the team arriving on site. The Office of the Auditor General team (AG team) has been provided with office space, and equipment in the Arts and Administration Building.

The University has assigned a liaison team including the Office of the Vice-President (Administration & Finance), the University Auditor, and a lead, to coordinate the information requests and responses for the AG team. Requests to date have been responded to in a timely manner and are documented through email, a document manager application, and tracking spreadsheet. The AG team is in planning mode and has been reviewing Memorial's website including policies and Board minutes. They have requested information on budget, financial records, internal audits, and Board submissions to the Finance and Audit and Risk Committees.

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

**6927. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

A. Update on Canada Games 2025

The Board received and reviewed background information pertaining to an update on the Canada Games 2025.

Board members were advised that in April 2021, the City of St. John's was named the official host of the 2025 Canada Summer Games. As the country's marquee multi-sport event for amateur sport, the Canada Games attracts thousands of athletes. During the games, Memorial University will provide accommodations for the athletes and the Aquarena and the Field House will be the sites for some competition. The University was approached last fall by the City of St. John's, and is currently engaged in discussions about the potential use of University property, to build critical infrastructure for the Canada Games 2025. Discussions involve the City of St. John's, Provincial government, Memorial University and the Canada Games committee.

The City of St. John's has requested to build on two parcels of land owned by the University. The first is on the side of the Aquarena (in the proximity of the former track). The second location is behind the Aquarena (includes the land where Alumni House is located on Lambe's Lane). There is a third piece of land that they require which is adjacent to our property on K-12/United Church-owned land. These three pieces of land will provide space for a track, throwing area, and soccer field inside the track footprint, as well as a support building.

Further discussions are required on long-term ownership/management of the facilities after the games are completed. Discussions are happening at a rapid pace due to the compressed timeline to build infrastructure to meet the Canada Games timeline. A recommendation will be brought forward to the Board of Regents to approve the construction of the Canada Games Facilities on the Memorial University St. John's Campus subject to the negotiation of governance/partnership agreements that are acceptable to the Board and confirmation of the approval of the Lieutenant Governor in Council for the construction.

Upgrades are currently underway to infrastructure systems at the Aquarena in preparation for the Games and the Memorial University Recreation Complex (MURC) has been engaged.

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

**6928. HUMAN RELATIONS COMMITTEE**

A. National Day for Truth and Reconciliation observation as a University Holiday

The Board received and reviewed background information pertaining to the National Day for Truth and Reconciliation observation as a University holiday.

Board members were advised that over the last several years, Memorial has held learning and reflection activities on September 30<sup>th</sup> to commemorate Orange Shirt Day as a way of increasing awareness about the residential school system and our collective responsibility to live up to the Truth and Reconciliation Calls to Action. In 2021, September 30<sup>th</sup> was deemed a federal statutory holiday through legislative amendments made by Parliament. At a special meeting held on August 30, 2021, the Board of Regents approved the observation of September 30, 2021 as a University holiday for Fall 2021. It was noted that Senate has approved the changes for the University Calendar and September 30, 2022, is noted in the University Diary as National Day for Truth and Reconciliation, no lectures.

In Transforming our Horizons, our Commitment to Communities includes focusing on the calls to action of the Truth and Reconciliation Commission. The first National Day for Truth and Reconciliation in Canada was September 30, 2021. The day honors the lost children and survivors of residential schools, their families and communities. Other universities across Canada have been adopting this day into their university holiday schedule, a sampling of which was provided in the background documentation.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the observance of National Truth and Reconciliation Day on September 30, 2022 and annually herein, as a university holiday for reflection by closing campuses and providing a paid day off for employees who are normally entitled to provincial and federal holidays. If September 30<sup>th</sup> falls on a weekend, the day is recommended to be observed on the nearest Monday.

B. Update on Collective Bargaining (MUNFA and NAPE)

The Board received and reviewed background information pertaining to the Memorial University of Newfoundland Faculty Association (MUNFA) Bargaining Update.

At this point, the Chair invited Dr. Steele and Mr. Greene to provide a presentation with regard to the Collective Bargaining update. She then welcomed Mr. Geoff Williams, Director of Faculty Relations who was available to assist with the presentation and respond to questions.

Update on Collective Bargaining (MUNFA and NAPE) (cont'd)

Board members were advised that the parties exchanged opening proposals on January 27, 2022, and have continued to meet twice a month for two day consecutive blocks with the most recent meeting on June 8, 2022. A summary of MUNFA's proposals was provided in the background documentation.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the the Memorial University of Newfoundland Faculty Association (MUNFA) bargaining positions as outlined in the background documentation. Further, the Board approved that Clauses "E", "F" and "G" in Position 2 also be incorporated into Position 1.

In addition, it was agreed that the final negotiated agreement will come back to the Board for final approval.

At this point, the Board moved into an in-camera session. Ms. Andersen, Dr. Bose, Ms. Browne, Mr. Greene, Dr. Shea, Dr. Sutherland and Mr. Worsfold left the meeting during this session.

The Regular Meeting reconvened at 3:50 p.m.

**6929. EXECUTIVE COMMITTEE**

A. Board of Regents Meeting Dates 2023

The Board received and reviewed background information pertaining to the Board of Regents meeting dates for 2023.

Board members were advised that as per the Board Bylaws, Clause F.35 "Regular Meetings" states:

*"The Board shall hold regular meetings ("Regular Meetings") in accordance with its schedule. 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".*

The Executive Committee of the Board of Regents reviewed the proposed dates for regular meetings of the Board of Regents for 2023 and agreed to recommend the following schedule of meetings:



Board of Regents Meeting Dates 2023 (cont'd)

March 9, 2023, St. John's  
May 17, 2023, Corner Brook *(to coincide with Corner Brook Spring Convocation taking place May 18, 2022)*  
July 6, 2023, St. John's  
October 5, 2023, St. John's  
December 7, 2023, St. John's

The above-noted dates follow from a major review of Board meeting dates which was conducted in 2015 and was further modified in 2018 when the Board agreed to cancel the February meetings of the Board. With the discontinuation of Fall Convocation in Corner Brook (effective fall 2019), the Board agreed that the annual Board meeting to be held in Corner Brook be moved to the spring to coincide with annual Spring Convocation in Corner Brook as noted above.

The dates of the regular meetings of the Board of Regents for the remainder of 2022 are as follows:

July 7, 2022, St. John's  
October 6, 2022, St. John's  
December 1, 2022, St. John's

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board approve the proposed Board meeting schedule for 2023 and as outlined in the background documentation.

- B. Approval of the awarding of the Title Professor Emerita/Emeritus to retired members of the faculty arising from the Senate meeting of May 10, 2022

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting of May 10, 2022.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the awarding of the title of Professor Emeritus/Emerita to the following retired members of the faculty and as outlined in the background documentation:

Dr. Julie Brittain, Faculty of Humanities and Social Sciences  
Dr. William Montevicchi, Faculty of Science

C. Update on Transforming Our Horizons Strategic Plan and Key Performance Indicators

The Board received and reviewed background information pertaining to an update on Transforming our Horizons Strategic Plan and Key Performance Indicators.

At this point, Ms. Duke welcomed to the meeting Mr. Keith Matthews, Director of the Centre for Institutional Analysis and Planning. Mr. Matthews then provided a presentation entitled “Transforming our Horizons – Memorial University’s Strategic Plan 2021-2026”.

Board members were advised that at its December 2, 2021 meeting, the Board of Regents approved the proposed Key Performance Indicators for the University’s strategic plan, Transforming Our Horizons with the expectation that senior administration will submit a report on progress to the Board at its July 2022 meeting. A working group on Key Performance Indicators was struck in March 2022 to prepare the first report to the Board of Regents. The working group was tasked with developing data definitions and methodologies for each KPI, developing and conducting a consultation process for defining and collecting appropriate data, and setting a work plan and timetable to ensure critical deadlines are met.

The working group on Key Performance Indicators organized consultations with key stakeholders groups in the following categories:

- Indigenous Affairs and Labrador Campus
- Equity, Diversity, and Inclusion
- Teaching and Learning
- Registrar’s Offices and School of Graduate Studies
- Research Portfolio
- Student Portfolio
- Internationalization

Status of development: In cases where the data responding to a KPI is not available for the July meeting of the Board of Regents, a report on the status is provided for the year 1 scorecard. This involves development of data definitions and methods of collection and ongoing development of products such as strategies or plans. For these key performance indicators, a status update is provided in year 1 and data will be made available for year 2 and beyond. In cases where the data responding to a KPI is readily available, it is presented in the scorecard. Data is presented as either numeric or narrative, and captures a timeframe for either academic, fiscal, or calendar year. A benchmark year for the data is provided where possible.

Update on Transforming Our Horizons Strategic Plan and Key Performance Indicators (cont'd)

Provided in the background documentation were the following two complementary documents:

Scorecard on Key Performance Indicators: This document lists each key performance indicator under its respective Strategic Priority and Goal, along with the year 1 update, data capture date or period, and benchmark information if applicable. A status of either *on-track*, *requires attention*, *requires intervention*, or *complete* is also provided for each KPI.

Supplementary Document: A background document has also been developed to provide background information for the scorecard. This document provides information on each KPI, including the method of collection where applicable.

Following a discussion, Ms. Duke thanked Mr. Matthews for the informative presentation and he left the meeting.

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

D. Reappointment of the Vice-President (Research)

At this point, Ms. Andersen, Dr. Bose, Ms. Browne, Mr. Greene, Dr. Shea, Dr. Sutherland and Mr. Worsfold declared a conflict with this item and recused themselves from the meeting.

The Board received and reviewed background information pertaining to the reappointment of the Vice-President (Research).

Board members were advised that Dr. Neil Bose was appointed as Vice-President (Research) effective November 1, 2017. The appointment and employment contract which were approved by the Board of Regents on August 17, 2017, provided that the initial term of the appointment was for five (5) years with an option to renew for an additional term of up to five (5) years by agreement between Dr. Bose, the President and the Board of Regents of Memorial University. In the latter part of 2021, Dr. Bose indicated his willingness to be renewed for an additional term and in accordance with procedures governing the appointment, review, promotion and tenure of academic administrators, a review of his performance was initiated.

A committee to review Dr. Bose's performance as Vice-President (Research) was struck in accordance with the above noted procedures. The committee was chaired by the President and comprised of students, faculty and staff. The Committee recommended the renewal of Dr. Bose's contract for a two-year term with a provision that this renewal may be extended to a further three years (for a total of five years) following another review prior to the end of the two-year extensions. It was noted that the recommendation of the Committee was accepted by the President.

Reappointment of the Vice-President (Research) (cont'd)

It was also noted that renewals for academic administrators may range up to five years. There have been instances in the past wherein extensions of periods less than five years have been recommended and approved. The renewal of Dr. Bose's contract concurs with normal practice for Vice-Presidents who also hold an academic position. The recommended salary is in alignment with the new scales approved by the Board at its meeting on May 18, 2022.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the reappointment of Dr. Neil Bose as Vice-President (Research) for a two year term commencing November 1, 2022, in accordance with the terms and conditions set out in Schedule "2" and as outlined in the background documentation.

**6930. FINANCE COMMITTEE**

At this point, Ms. Andersen, Dr. Bose, Ms. Browne, Mr. Greene, Dr. Shea, Dr. Sutherland and Mr. Worsfold returned to the meeting.

- A. Annual audited consolidated financial statements for Memorial University of Newfoundland and the annual audit report from the external auditors for the fiscal year ended March 31, 2022

The Board received and reviewed background information pertaining to the annual audited consolidated financial statements for Memorial University of Newfoundland and the annual audit report from the external auditors for the fiscal year ended March 31, 2022.

Ms. Duke then welcomed to the meeting Ms. Debbie Collis, Director of Financial and Administrative Services who provided a presentation on the audited consolidated financial statements for Memorial University for the fiscal year ended March 31, 2022.

Board members were advised that the report of the external auditors on the annual audited consolidated financial statements of the University as at March 31, 2022 has been received and submitted to the Audit and Risk Committee. The external auditors found the consolidated financial statements to present fairly the financial position of the University as at March 31, 2022, the results of the operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards. There were no qualifications in the report of the external auditors.

Annual audited consolidated financial statements for Memorial University of Newfoundland and the annual audit report from the external auditors for the fiscal year ended March 31, 2022 (cont'd)

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the audited Memorial University of Newfoundland consolidated financial statements for the fiscal year ended March 31, 2022 and 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, 2022

The Board received and reviewed background information pertaining to the annual audited financial statements for the Memorial University of Newfoundland Pension Plan for the fiscal year ended March 31, 2022.

Ms. Collis then continued and provided a presentation with regard to the annual audited financial statements for the Memorial University of Newfoundland Pension Plan.

Board members were advised that the external auditors found the financial statements to present fairly the net assets available for benefits of the Pension Plan as of March 31, 2022, 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. A copy of the audited Pension Plan financial statements were provided in the background documentation.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the Memorial University of Newfoundland Pension Plan audited financial statements for the fiscal year ended March 31, 2022.

Ms. Duke then thanked Ms. Collis for her informative presentation and she left the meeting.

C. University Budget 2022-23

The Board received and reviewed background information pertaining to the University Budget 2022-23.

At this point, Ms. Duke invited Mr. Steve Greene, Interim Vice-President (Administration and Finance) to provide a presentation entitled “Confidential Policy Advice – University Budget 2022-23”.

Board members were advised the University’s revenue includes the Operating Grant, Tuition Revenue, Research Support Fund, and other income. The total of these amounts determine the Operating Budget. On April 7, 2022, the University received confirmation of its operating grant from the Department of Education for the Fiscal Year 2022-23. The grant net decrease is \$274,900. The tuition and student fees revenue budget has increased by \$20,870,330. This increase is based on increased enrollment achieved in 2021-22, forecasted increase in revenue due to the undergraduate tuition fee increase effective fall 2022, adjustments to the student services fee and campus renewal fee revenue, and a change in the reporting for application fees, late fees, distance education fees, and the student development fund. Provided in the background documentation was the University budget (excluding the Faculty of Medicine) for 2022-23.

The Faculty of Medicine also received confirmation of its operating grant from the Department of Health and Community Services for the Fiscal Year 2022-23 on April 7, 2022. The Faculty of Medicine is currently working on the budget for 2022-23. It was noted that this will be presented at the October meeting of the Board of Regents.

In order to achieve a balanced budget, \$6.3 million in budget reductions are required in 2022-23. This will be achieved through a 2.2% base budget reduction to all portfolios. This reduction does not include the \$2.95 million general government grant reduction which is being held pending a response from government on the request by the University to reverse the general grant reduction.

The incremental cost associated with the tentative collective agreement extensions with CUPE Local 1615; NAPE Local 7801; NAPE Local 7804/1809; NAPE Local 7803/1804; NAPE Local 7850 and NAPE Local 7405 have been factored into the budget for 2022-23. The adjustment to the government grant from the Department of Education included \$7.4 million for the collective agreement salary and benefit increases.

The government grant included \$3.0 million for the first year of the expansion of the Faculty of Nursing by 72 seats. The satellite sites will be located in Gander, Grand Falls, and Happy Valley-Goose Bay (Labrador Campus).

University Budget 2022-23 (cont'd)

The tuition offset grant has been reduced by \$13.68 million. The forecasted tuition revenue increase due to the increased undergraduate rates effective fall 2022 have been budgeted at \$13.68 million.

Upon approval of the University budget, the administration will prepare portfolio budget 2022-23 allocations. The portfolio leaders will communicate the base budget allocations along with the incremental budget decisions to the units. The units will be responsible for allocating their budget and providing regular financial updates. The financial updates will be communicated as part of the 2022-23 financial update to the Board.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the 2022-23 budget for the University (excluding the Faculty of Medicine) and as outlined in the background documentation.

**6931. ANY OTHER BUSINESS**

A. Date of Next Meeting

The Chair advised that the next regular meeting of the Board of Regents is scheduled to be held on Thursday, October 6, 2022.

**ADJOURNMENT**

The meeting adjourned at 6:00 p.m.

\_\_\_\_\_  
**CHAIR**

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

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