

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Thursday, March 17, 2011, at 2:00 p.m., in the Board Room of the University, Room A-2029.

PRESENT:

Mr. Robert E. Simmonds, Chair
Dr. Gary Kachanoski, President and Vice-Chancellor
Dr. Evan Simpson, Vice-President (Academic) and Pro Vice-Chancellor, *Pro Tempore*
Ms. Sheila Ashton
Mr. Roger Bill, via teleconference
Ms. Julie Browne
Mr. Richard Chislett
Ms. Pat Coish-Snow, via teleconference
Ms. Mary Cormier
Mr. Brian Dalton, via teleconference
Ms. Michelle Daye, via teleconference
Ms. Jennifer Guy
Mr. Jim Keating
Ms. Sarah-Ann King
Mr. Ken Marshall
Dr. Vinod Patel
Ms. Kathleen Roul, via teleconference
Ms. Donna Stone
Ms. Eleanor Swanson
Ms. Tina Pardy, Secretary

APOLOGIES: Chancellor Rick Hillier, Mr. Gilbert Bennett, Mr. Jerry Byrne, Mr. Rex Gibbons, Mr. Bill Matthews, Mr. Tony Roche, Mr. Auburn Warren.

PRESENT BY INVITATION:

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

5761. MEETING CALLED TO ORDER

The meeting was called to order at 2:00 p.m. by Mr. Simmonds, Chair.

5762. APPROVAL OF THE AGENDA

The agenda for the meeting was approved, as amended.

5763. **MINUTES**

The Minutes of the regular meeting of the Board of Regents held on February 3, 2011, and the Special Meeting held on February 11, 2011 were approved by the Board. The Minutes of the joint meeting of the Executive and Executive Compensation Committees held on February 9, 2011 were received for information.

5764. **CHAIR'S REPORT**

1. **Date and Location of May and July meetings**

Mr. Simmonds noted that due to scheduling difficulties, the May Board meeting will now take place on May 19th and will be held in St. John's. He noted that the Honorable Joan Burke has been invited to that meeting to provide her with an opportunity to become reacquainted with members of the Board after resuming her portfolio in the Department of Education.

Mr. Simmonds further noted that the July 7th Board meeting will now be held in Corner Brook. An invitation will be extended to the Honorable Joan Burke as well as to members of the Harlow Board of Trustees (who will be visiting Newfoundland at that time) to a community dinner that evening to join the Board and representatives of the Community in welcoming Dr. Mary Bluechardt as she commences her role as the Vice-President (Grenfell Campus) on July 1.

2. **Timing of Board Meeting**

As noted at the February meeting, Mr. Simmonds recommended to the Board that in order to make more effective use of time for meetings of Committees and the Board itself, that the start time of Board meetings be changed from 2:00 p.m. to 4:00 p.m.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve that the start time of Board meetings be changed from 2:00 p.m. to 4:00 p.m.

3. **Memorial University of Newfoundland Students' Union Nomination**

The Board received and reviewed a recommendation from the Memorial University of Newfoundland Students' Union for the appointment of Michael Walsh as its representative on the Board of Regents.

Memorial University of Newfoundland Students' Union Nomination (cont'd)

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents accept the nomination of Michael Walsh as requested by the Memorial University of Newfoundland Students' Union as its representative on the Board of Regents and recommend his appointment to the Lieutenant Governor in Council for a term of two years effective March 17, 2011.

4. Vacancies on the Standing Committees of the Board of Regents

Mr. Simmonds advised members that due to the recent expiry of term of Mr. Adam Daniels, there is one vacancy on each of the Campus Planning and Development Committee and the Finance Committee. Ms. Stone volunteered to serve on the Campus Planning and Development Committee. The Chair thanked Ms. Stone for volunteering and suggested that Mr. Michael Walsh would be invited to consider serving on the Finance Committee.

5765. PRESIDENT'S REPORT

1. Presentation - "Consolidation of Nursing Education: The Story ..."

Dr. Kachanoski welcomed to the meeting, Dr. Judith McFetridge-Durdle, Director, School of Nursing who then provided the Board with a presentation entitled "Consolidation of Nursing Education: The Story...".

Following a question and answer period, Dr. Kachanoski, on behalf of the Board, thanked Dr. McFedtridge-Durdle for her very informative presentation and she left the meeting.

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

Dr. Kachanoski noted that following the appointment by the Board of Dr. Mary Bluehardt as Vice-President (Grenfell Campus) effective July 1, 2011, he is pleased to report that his senior executive team will soon be in place. He also reported that the search for the Associate Vice-President (Administration and Finance), Grenfell Campus, is about to commence.

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

Reports on the activities of the President and Vice-Chancellor, during the period February 4, 2011 to March 8, 2011 with emphasis to activities relating to the University's Strategic Plan were provided.

4. Interim Report on Board Staffing and Committees

Dr. Kachanoski advised that his office is working on a review of the Board office staffing and the Board Committee structure. He noted that he anticipates a report on the latter will be considered at a meeting of the ad hoc Committee to Strengthen Governance in April 2011 following which it will be forwarded to the Board for consideration.

5. Appointment to the MUN (UK) Board of Directors

Dr. Kachanoski advised the Board that at a meeting held on March 2, 2011, the Board of Directors of the MUN (UK), and in accordance with the Articles of Association, appointed Mr. Jim Andrews as a Director of the MUN (UK). Dr. Kachanoski noted that Mr. Andrews will replace Mr. John Vinney who resigned in early February 2011.

6. Request for name change Distance Education and Learning Technologies (DELTA) to Distance Education, Learning and Teaching Support (DELTS)

The Board received and reviewed background information pertaining to the request for the name change of Distance Education and Learning Technologies (DELTA) to Distance Education, Learning and Teaching Support (DELTS).

The Board was advised that DELTA was created in 2001 as a result of a reorganization of the School of Continuing Education. Since that time, DELTA has evolved to provide support to over 450 distance education courses offered in over 200 communities of this province and teaching and learning support to all faculties and schools at Memorial. Between 2008 and 2010, the unit consulted with 1700 individuals both internal and external to Memorial University. Through that consultation process, a new plan was created for the unit. A key component of that plan is a name change for the unit to reflect its broader mandate to support teaching and learning. This name change replacing "Learning Technologies" with "Learning and Teaching Support" would elevate the profile of the important and wider function that the unit provides to the University community. Keeping Distance Education in the unit's name is important in recognizing a unique and international strength of Memorial as well as symbolically acknowledging the important role of the university in regards to providing access to post secondary education to the citizens of this Province, irrespective of where they live.

Following discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the name change of Distance Education and Learning Technologies (DELTA) to "Distance Education, Learning and Teaching Support (DELTS)".

CONSENT AGENDA

At the request of Ms. Eleanor Swanson, and with the consent of the Board, Item 6.d. was removed from the consent agenda.

Noting that the items were dealt with in detail in meetings of the appropriate committees, it was moved by Ms. Browne, seconded by Mr. Keating and carried that the consent agenda, comprising the resolutions listed in 5766 through 5774 below be approved as follows:

5766. FINANCE COMMITTEE MEETING

At a meeting held on March 17, 2011, the Finance Committee passed the following resolutions with respect to the items requiring specific approval of the Board:

Item 3209 - Conversion of Contractual Positions to Permanent within the University Position Complement

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

STA-013 - Project Coordinator, University Centre - BL 7 - \$41,536 - \$58,246
MED-255 - Intermediate Secretary - BL 4 - \$34,187 - \$47,942
PRD-044 - Events Assistant - BL 6 - \$38,975 - \$54,655

Item 3210 - Delegation of rates of pay for Gardiner Centre Facilitators

The Board received background information and agreed to delegate the setting of facilitator rates for the Gardiner Centre to the Dean of the Faculty of Business Administration.

Item 3211 - Administrative budget for the Memorial University Pension Plan for 2011 - 2012

The Board received background information and agreed to the proposed budget, as outlined in the Board submission, for the internal administrative expenditures of the Memorial University Pension Plan for the fiscal year April 1, 2011 to March 31, 2012.

Item 3213 - Change in Pension Fund Manager Allocations for Real Estate Investments

The Board received background information and agreed to the recommendation that 1.6% of the Memorial University Pension Fund, formerly allocated to Roycom Inc. for Real Estate Investment, be re-allocated to Greiner Pacaud Management for investment in GPM(12), subject to the early termination of the Subscription Agreement with Roycom, otherwise due to expire on March 31, 2011.

Item 3214 - Renewal of the University's Group Benefit plans for the Policy Year beginning April 1, 2011

The Board received background information and agreed to the renewal of the University's Group Benefit Plans for the policy year beginning April 1, 2011, as follows:

- Basic life insurance plan at a 31.3% rate increase;
- Dependent life insurance plan at a 16.7% rate increase;
- Optional life insurance plan at a 10% rate reduction;
- Optional spousal and dependent child life insurance plans at the existing rates;
- Basic and optional accidental death and dismemberment plans at a 6.7% rate reduction;
- Voluntary accidental death and dismemberment plan at an 11.1% rate reduction for single coverage and a 9.7% rate reduction for family coverage;
- Long term disability plan at a 20% rate reduction;
- Supplementary health plan at a 5% rate reduction;
- Travel health insurance plan at the existing rates;
- Dental plan at an 18.0% rate increase.

Further the Board approved the recommendations that:

- Dental claims be insured at the Newfoundland Dental Society Fee Guide for 2010 (at an additional rate increase of 6% funded in part by utilization of surplus);
- Patient lifters be added to health plan and funded by utilization of surplus;
- Athletic Therapy be added as a paramedical benefit at no additional cost;
- A cost and benchmarking analysis be performed for vision care benefits for presentation to the Board at its next meeting with a view to increasing the maximum reimbursement from \$250 to \$300 every 24 months.

Item 3215 - Extension of Medical Practice Associates (MPA) Pension option to Professional Medical Corporations (PMC)

The Board received background information and agreed to the recommendation that the MPA pension option be extended to clinical faculty who have opted out of the Memorial University Pension Plan and have entered into Professional Medical Corporation Agreements with the Dean of Medicine.

Item 3216 - Increase Membership Fees for the Canadian Federation of Students for the Memorial University of Newfoundland Students' Union, Marine Institute Students' Union and Graduate Students' Union and the Memorial University of Newfoundland Students' Union membership fee as per the annual Consumer Price Index Increase

The Board received background information and agreed to:

1. an increase in the Memorial University of Newfoundland Students' Union (MUNSU), Marine Institute Students' Union (MISU) and Graduate Students' Union (GSU) Canadian Federation of Students Fees from \$8.02 to \$8.16 for full and part-time students for the Fall and Winter semesters only, effective September 1, 2011. This fee will be divided equally with \$4.08 per semester going to the Canadian Federation of Students and \$4.08 per semester going to the Canadian Federation of Students - Newfoundland and Labrador. This amount reflects the change in the National Consumer Price Index.
2. an increase in the MUNSU membership fee from \$39.10 to \$40.04 for full-time students and \$16.76 to \$17.16 for part-time students effective September 1, 2011.

Item 3217 - Increases in Meal Plan Fees for the St. John's campus for 2011-12

The Board received background information and agreed to an increase in meal plans of approximately 3.8% for the St. John's Campus effective September 1, 2011 as follows:

10 meal plan from \$1788 to \$1856/semester
14 meal plan from \$1932 to \$2005/semester
19 meal plan from \$2015 to \$2092/semester

Item 3218 - Deadline for option out of/in to Graduate Students' Union Drug and Health, and Dental Insurance Plans

The Board received background information and agreed that the deadline to opt out or opt in to the Graduate Students' Union (GSU) drug and health and dental insurance plans be introduced and be the same as the last day to withdraw from a graduate program, i.e. three weeks after the start of classes and that the University Calendar be amended accordingly.

Item 3219 - Tuition for Doctoral Students in Cotutelle Agreements

The Board received background information and agreed to a waiver of tuition for doctoral students in cotutelle agreements whose "home institution" is not Memorial. The University Calendar will be amended as follows:

On Page 54 of the 2010-2011 University Calendar, under "Fees and Charges - 2.3.3 Graduate Students", insert after "9." (and renumber subsequent entries):

Item 3219 - Tuition for Doctoral Students in Cotutelle Agreements (cont'd)

“10. Any doctoral student engaged in a double degree program through a cotutelle agreement will be required to register at both Memorial University and the cooperating institution for the duration of his/her program. Tuition fees are payable at only the “home institution”, i.e., the institution to which the doctoral student was initially admitted, as specified in the cotutelle agreement.”

Item 3220 - Proposed changes to the Organizational Structure of the Office of Research Services; conversion of contractual Positions to permanent within the University position complement; and Title change

The Board received background information and agreed to the following (note: BL salary rates listed below are those currently in place effective April 1, 2010):

1. the proposed changes to the organizational structure of the Office of Research Services.
2. Reclassification of the position of Assistant Director (Contracts) to Associate Director, which will recognize additional duties including the day to day management of the Office of Research Staff and institutional signing authority.

OOR-011 - Associate Director at the salary recommended by the Finance Committee and as outlined in the Board submission

3. Conversion of the following positions from contractual to permanent:

OOR-016 - Manager, Grants - BL 9 \$47,049 - \$65,979

OOR-017 - Manager, Contracts - BL 9 \$47,049 - \$65,979

OOR-108 - Grants Facilitation Officer - BL 8 \$44,240 - \$62,036

OOR-019 - Administrative Staff Specialist II (G) - BL 7 \$41,536 - \$58,246

OOR-020 - Administrative Staff Specialist II (C) - BL 7 \$41,536 - \$58,246

OOR-021 - Administrative Staff Specialist I - BL 6 \$38,975 - \$54,655

OOR-022 - Intermediate Secretary - BL 4 \$34,187 - \$47,942

5767. AUDIT AND RISK MANAGEMENT COMMITTEE

1. Internal Audit Status Report - March 2011

The Board received and reviewed background information pertaining to the Internal Audit Status Report - March 2011. The Board was reminded that the Internal Audit Plan for the fiscal year 2010-11 was approved by the Board of Regents at its meeting held on March 25, 2011. This item was received for information only and did not require a resolution of the Board.

5768. APPOINTMENTS COMMITTEE

1. Academic Appointments Report

The Board agreed to accept the Reports of Action of the Appointments Committee dated March 17, 2011 for approval or information as appropriate.

5769. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE

1. Update on Progress of Capital Projects

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

St. John's Campus

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

Grenfell Campus

- Academic Building
- New Residence

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

2. Recommendation of Consultant for Functional Space Planning Study for the Faculty of Business Administration Expansion

The Board received background information and approved the selection of AE Consultants Limited as the preferred consultant to provide a functional space planning study for the Faculty of Business Administration.

3. Consultation Selection for the design of new Environmental Laboratories at Grenfell Campus

The Board received background information and agreed to provide the Campus Planning and Development Committee authorization to appoint the successful proponent for the detailed engineering design for new environmental laboratories at Grenfell Campus.

5770. POLICY OVERSIGHT COMMITTEE

The Board received background information and agreed to the revised policy *Appropriate use of Computing Facilities*, to be effective immediately. The Board further approved the recommendation that the policy be renamed to *Appropriate use of Computing Resources*.

5771. SENATE MATTERS

The Board received reports of items of business considered by Senate at its regular meetings held on January 11, 2011 and February 8, 2011. Approval was given to the following items requiring Board approval under Section 56(h) (course of study) and 56(s) (making or altering a rule or regulation) of the Act:

1. January 11, 2011

Item 47 Report of the Senate Committee on Undergraduate Studies
(No. 47.1 - 47.4)

Item 48 Report of the Academic Council of the School of Graduate Studies
(No. 48.1)

2. February 8, 2011

Item 57 Report of the Senate Committee on Undergraduate Studies
(No. 57.1 - 57.29)

Item 58 Report of the Academic Council of the School of Graduate Studies
(No. 58.1 - 58.10)

Item 59 Report of the Senate Committee on Undergraduate Studies
(No. 59.1 - 59.3)

Item 60 Report of the Academic Council of the School of Graduate Studies
(No. 60.3)

Item 61 Postgraduate Medical Training Programs

5772. SEPARATELY INCORPORATED ENTITIES COMMITTEE

1. Appointment to the C-CORE Board of Directors

The Board received background information pertaining to the appointment of Mr. John Eidsnes, Engineering Director (Norway) with Subsea 7 Forus to the C-CORE Board of Directors for a term commencing February 16, 2011 and ending November 30, 2014 noting that the President and Vice-Chancellor of the University has approved the appointment.

DISCUSSION AGENDA

5773. FINANCE COMMITTEE

Item 3212 - Actuarial Valuation Report on the Memorial University Pension Plan, as at March 31, 2010 and associated funding recommendation

The Board received and reviewed background information pertaining to the actuarial valuation report on the Memorial University Pension Plan as at March 31, 2010 and the associated funding recommendations.

Mr. Decker advised the Board that since 2006 the University has been preparing annual actuarial valuations of the Memorial University Pension Plan (the Plan) as a condition of being granted a solvency funding exemption to December 31, 2010 under the *Pension Benefits Act, 1997 (the PBA)*. In addition, as a requirement under the *Income Tax Act*, valuations must be filed with the federal government at least triennially. The last such valuation was filed as at March 31, 2008 and set the funding requirements for Plan. While annual valuations would normally be filed with the provincial Office of the Superintendent of Pensions as noted above, the University received notice on November 17, 2010 that it had been exempted from filing the March 31, 2009 valuation. This exemption followed from discussions with government concerning the results of the 2009 valuation which showed that the funded position of the Plan had deteriorated significantly due, in large part, to poor investment performance brought on by the global financial crisis of 2008-2009. Authority was also received to continue funding the Plan in accordance with the March 31, 2008 valuation until March 31, 2010. As required by the Superintendent of Pensions, the University has filed the March 31, 2010 valuation of the Plan with government. The Superintendent directed that this valuation be prepared in comparison to the March 31, 2008 valuation and that the funding requirements take into consideration changes in the Plan's financial position since 2008. As a result of the funding recommendation the valuation is also being filed with the federal government.

Mr. Decker further advised that the March 31, 2010 valuation disclosed a going-concern deficit of \$292,491,000 and a solvency deficiency of \$275,084,000. Approximately \$73,914,000 of the going-concern deficit relates to past service costs associated with the introduction of indexing in July 2004. A financing arrangement is in place to amortize these costs over a remaining period of 34.25 years. The remaining \$218,577,000 must be liquidated by the University, over a period not exceeding 15 years, in accordance with the PBA. The University has begun discussions with government on the related funding requirements. With respect to the solvency deficiency, the Plan was exempt from the solvency funding provisions of the PBA until December 31, 2010. An extension of this exemption has been requested. The valuation also revealed that a contribution rate increase of 0.1% is necessary for both employees and the university.

Item 3212 - Actuarial Valuation Report on the Memorial University Pension Plan, as at March 31, 2010 and associated funding recommendation (cont'd)

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the implementation of the funding recommendations contained in the March 31, 2010 valuation of the Memorial University Pension Plan with the contribution rate increase of 0.1% for both employees and the University to take effect April 1, 2011.

Item 3221 - Update on the University's Financial Position

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

A review of actual revenue and expenditures has been completed. At this time, total operating expenditures for 2010-11 are projected to be under budget by approximately \$8,983,059 million due to four specific areas where funds are flowing more quickly than they can be spent. The areas are as follows:

- Grenfell Campus Renewed Governance
- Faculty of Medicine expansion
- Strategic Initiatives
- Research Start-up Funds

Tuition Revenue is forecasted to be \$1,567,502 above budget based on actual tuition revenue for the spring and fall semesters and a projection for the winter semester. The Tuition Revenue surplus has been included in the projected year end results.

Other revenue sources are projected to be on budget.

5774. ANY OTHER BUSINESS

1. Date of Next Meeting

The date of the next regularly scheduled meeting of the Board of Regents is May 19, 2011.

ADJOURNMENT

The meeting adjourned at 3:30 p.m.

CHAIR

SECRETARY

DATE