

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Thursday, March 16, 2017 at 3:00 p.m. in the Junior Common Room, R. Gushue Hall and via teleconference.

PRESENT:

Ms. Iris Petten, Chair
Dr. Gary Kachanoski, President and Vice-Chancellor
Dr. Noreen Golfman, Provost and Vice-President (Academic)
Dr. Susan Dyer Knight, Chancellor
Mr. Steve Belanger, via teleconference
Mr. Robert Bishop
Mr. Mark Bradbury
Ms. Colleen Galgay-Johnston
Mr. Jaime Giraldo
Ms. Katharine Hickey
Mr. John Hogan
Ms. Kim Keating
Mr. Denis Mahoney
Mr. Max Rice, via teleconference
Ms. Tina Scott, Secretary to the Board

APOLOGIES:

Apologies were received from Mr. Zachary Green, Mr. Trevor Stagg, Ms. Rebecca Stuckey, Mr. George Tucker, Dr. Mary Bluechart.

PRESENT BY INVITATION:

Mr. Kent Decker, Vice-President (Administration and Finance), Dr. Ray Gosine, Vice-President (Research) *pro tempore*, Mr. Glenn Blackwood, Vice-President (Marine Institute), Mr. Glenn Collins, Interim Executive Director, Office of the Board of Regents, Mr. Morgan Cooper, General Counsel.

6396. MEETING CALLED TO ORDER

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

At this point, the Chair welcomed Ms. Harriet Lewis, Reviewer, who was visiting Memorial University during the week of March 13th – 17th, 2017. She noted that Ms. Lewis had been invited to attend meetings of the Board and its Committees in order to observe the proceedings.

The Chair then advised that following consultation with the Executive Committee of the Board, it was agreed to permit a number of individuals to attend the open session of the Board meeting as visitors.

6397. APPROVAL OF THE AGENDA

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.

At the request of Mr. Denis Mahoney, Chair of the Campus Planning and Development Committee, it was agreed to:

- move Agenda Item 8.2 “Core Science Facility Status (CSF) Update” to the Closed Discussion agenda.
- combine Agenda Items 12.1 and 13.1 “Universal Transit Pass (UPASS)” as one discussion item.

At the request of Mr. Steve Belanger, Chair of the Finance Committee, it was agreed to move Agenda Item 9.6 “Update on Pension Matters” to the Closed Discussion Agenda.

6398. MINUTES

The Minutes of the regular meeting of the Board of Regents held on February 2, 2017 and the minutes of the email poll conducted February 1-2, 2017 were approved by the Board.

6399. CHAIR’S REPORT

A. Report of the Executive Committee

The Chair noted that the Executive Committee met on February 27, 2017 to finalize and fine tune the agenda for today’s meeting

6400. PRESIDENT’S REPORT

A. President’s Update of Activities

Dr. Kachanoski provided the Board with a written summary of his activities and events since the February 2017 Board meeting and he provided the Board more detail and context on several of these activities and events.

OPEN SESSION - CONSENT AGENDA

It was moved by Ms. Hickey, seconded by Mr. Bishop and carried that the consent agenda, as recommended by the appropriate Board Committee and comprising the resolutions listed in 6401 below be approved as follows:

6401. EXECUTIVE COMMITTEE: SENATE MATTERS

- A. Senate Matters with implications for the Board of Regents (January 10, 2017): Approval of Calendar Changes

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on January 10, 2017 and approved the Calendar changes as outlined in the background documentation.

- B. Senate Matters with implications for the Board of Regents (February 28, 2017): Approval of Five New Degree Programs

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on February 28, 2017 and approved the five new degree programs as outlined in the background documentation and as follows:

- Joint Degrees in Bachelor of Arts and Bachelor of Science;
- International Bachelor of Arts;
- Master of Science in Fisheries Science (Fisheries Science and Technology);
- Master of Science in Fisheries Science (Stock Assessment); and
- Doctor of Philosophy in Fisheries Science.

At this point, visitors who were permitted to attend the open session of the Board left the meeting.

CLOSED SESSION – CONSENT 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.

Dr. Kachanoski, Dr. Golfman and all other employees of the University in attendance declared a conflict with Agenda Item 9.5 “Renewal of the University’s Group Benefit Plans for the Policy Year beginning April 1, 2017” and Item 9.6 “Update on Pension Matters”.

Mr. Bradbury declared a conflict with Agenda Item 9.5 “Renewal of the University’s Group Benefit Plans for the Policy Year beginning April 1, 2017” and Item 9.6 “Update on Pension Matters”.

Ms. Keating and Ms. Hickey declared a conflict with Agenda Item 8.2 “Core Science Facility Status (CSF)”.

Ms. Galgay-Johnston declared a conflict with Agenda Item 12.1 and 13.1 “Universal Transit Pass (UPASS) for Memorial University”

It was moved by Ms. Galgay-Johnston, seconded by Mr. Mahoney and carried that the consent agenda, as recommended by the appropriate Board Committee and comprising the resolutions listed in 6402 through 6405 below be approved as follows:

6402. AUDIT AND RISK COMMITTEE

A. Policy Submission – Flags Policy (revised)

The Board received background information pertaining to the revised Flags Policy and was advised that at a meeting held earlier in the day, the Audit and Risk Committee agreed to recommend to the Board that consideration of this item be deferred until further study is undertaken by the Working Group with regard to the appropriate recognition of the Union Jack/flag of Great Britain at Memorial University. The Board agreed with the recommendation of its Audit and Risk Committee that once further study has taken place as noted above, that the item be considered at future meetings of the Audit and Risk Committee and the Board.

B. Internal Audit Policy (new)

The Board received background information pertaining to the proposed Internal Audit Policy (new). The Board was advised that in order to ensure the terminology contained in the proposed Internal Audit Policy is consistent with the Enterprise Risk Management Framework, the Audit and Risk Committee agreed to recommend to the Board that consideration of this item be deferred. The Board agreed that once appropriate consultation has taken place that both items be considered at the same meetings of the Audit and Risk Committee and the Board.

C. Internal Audit Status Report

The Board received for information the Internal Audit Status Report. The Internal Audit Status report summarizes the audit work completed during the current period. For the fiscal year to date, six projects have been completed, five are in progress and one is deferred until next fiscal year. It was noted that as each audit is completed, an executive summary of the results will be presented in a separate memo.

D. Human Resource Management System Improvement Project Update – also on the Human Relations Committee agenda

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

E. Core Science Facility (CSF) Audit Update: Heat Map

The Board received for information the Core Science Facility Audit Update – Heat Map. At the February 2, 2017 meeting of the Board of Regents the third post-audit Heat Map was provided. The Heat Map is in relation to the Core Science Facility Audit which had been received by the Board at its March 2016 meeting. An updated Core Science Facility (CSF) Audit heat map (milestone schedule) was provided in the background documentation.

6403. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE

A. Update on Capital Projects

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

Projects in Progress

St. John's Campus

1. Aboriginal Centre
2. Core Science Facility
3. Battery Property
4. West Pedway over Prince Phillip Drive
5. Animal Resource Centre

Marine Institute

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

Projects in Planning Stages

St. John's Campus

1. Faculty of Engineering and Applied Science – Mechanical Engineering High Bay Laboratory
2. Faculty of Engineering and Applied Science – Petroleum Engineering Building
3. Faculty of Humanities and Social Sciences Research Archival Facility
4. Redevelopment of Reid Theatre

Update on Capital Projects (cont'd)

Marine Institute

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

Projects in Early Stages

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

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

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

B. Naming of Theatre in the Faculty of Engineering and Applied Sciences

The Board received background information and agreed to the naming of the Theatre in the Faculty of Engineering and Applied Sciences and as outlined in the background documentation. It is understood that the naming will remain confidential until a donor recognition event is arranged.

6404. HUMAN RELATIONS COMMITTEE

A. Senior Leadership Position vacancies and upcoming renewals

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

B. Report on Academic Appointments

The Board received for information the Report on Academic Appointments for the St. John's and Grenfell Campuses for actions taken since February 2, 2017 noting that the actions have been taken under delegated authority as provided for in the Terms of Reference for the Human Relations Committee.

C. Human Resource Management System Improvement Project Update – also on the Audit and Risk Committee agenda

This item was considered under the report of the Audit and Risk Committee as outlined in the Minute 6402.D. above.

D. Review of the External Relations Portfolio within the President's envelope and implementation of recommendations related to re-alignment of the Office of Alumni Affairs and Development and the Office of Public Engagement

The Board received background information pertaining to the review of the External Relations Portfolio within the President's envelope and the implementation of recommendations related to re-alignment of the Office of Alumni Affairs and Development and the Office of Public Engagement. The Board endorsed the realignment within the President's portfolio effective April 1, 2017 as outlined in the background documentation and as follows:

- the transition of the Alumni Affairs unit to the Office of Public Engagement;
- renaming the Office of Alumni Affairs and Development to the Office of Development; and,
- retitling the position of Executive Director, Alumni Affairs and Development, to Executive Director, Development.

E. Renewal of the University's Group Benefit Plans for the Policy Year beginning April 1, 2017 – also on the Finance Committee agenda

The Board received background information and approved the renewal of the University's group benefit plans for the Policy Year beginning April 1, 2017 as outlined in the background documentation and as follows:

- Basic life insurance plan at a 9.9% rate reduction;
- Dependent life insurance plan at a 9.9% rate reduction;
- Optional life insurance plan at the existing rate;
- Optional spousal and dependent child life insurance plans at the existing rates;
- Basic and optional accidental death and dismemberment plans at the existing rates;
- Voluntary accidental death and dismemberment plan at the existing rates;
- Long term disability plan at a 16.6% rate increase;
- Supplementary health plan at a 5.5% rate increase;
- Travel health insurance plan at a 15.0% rate increase; and,
- Dental plan at existing rates.

F. Administrative Budget for the Memorial University Pension Plan for 2017 – 2018 – also on the Finance Committee agenda

The Board received background information and agreed to the proposed budget for the internal administrative expenditures of the Memorial University Pension Plan for the fiscal year April 1, 2017 to March 31, 2018, and as outlined in the background documentation.

6405. FINANCE COMMITTEE

- A. Renewal of the University's Group Benefit Plans for the Policy year beginning April 1, 2017 – also on the Human Relations Committee agenda

This item was considered under the report of the Human Relations Committee as outlined in the Minute 6404.E. above.

- B. Administrative Budget for the Memorial University Pension Plan for 2017 – 2018 – also on the Human Relations Committee agenda

This item was considered under the report of the Human Relations Committee as outlined in the Minute 6404.F. above.

- C. Update on the University's 2016-17 Financial Position

The Board received for information an update on the University's 2016-17 financial position. On May 19, 2016, the Board of Regents approved the budget estimates for the fiscal year 2016-17. A review of actual revenue and expenditures has been completed as of January 31, 2017. At this time, total operating expenditures for 2016-17 are projected to be over budget by approximately \$2,023,177 (as provided in Table 1 of the background documentation). The majority of this projected deficit is due to a \$2,020,170 current year deficit projection for the Faculty of Medicine and a \$696,139 current year deficit projection for the Grenfell Campus.

Budget 2016-17 included a \$3.0 million permanent reduction for Attrition. The full \$3.0 million is expected to be identified by year end.

At this time, a \$6.0 million surplus in Strategic Initiatives/Committed Funding is being projected. This \$6.0 million surplus is mainly comprised of: a \$4.2 cumulative surplus in faculty and staff turnover, and a \$1.4 million surplus for MUNFA professional development (PDTER), and \$0.4 million for committed academic department projects.

Tuition Revenue - At this time, this source of operating revenue is forecasted to be \$74,450 over budget. This forecast is based on actual tuition revenue for the spring and fall semesters and a projection for the winter semester.

Indirect Cost of Research Grant – This source of revenue has been increased by \$219,841. The additional revenue has been allocated in support of research.

CLOSED SESSION – DISCUSSION AGENDA

6406. FINANCE COMMITTEE

A. Increase in Student Union Membership Fees

The Board received and reviewed background information pertaining to an increase in the student union membership fees.

Board members were advised that the Memorial University of Newfoundland Students' Union (MUNSU), Graduate Students' Union (GSU) and Marine Institute Students' Union (MISU) are members of the Canadian Federation of Students (CFS). Students who are members of MUNSU, GSU and MISU therefore pay a national and provincial levy to CFS.

In accordance with the by-laws of the CFS national and provincial membership fees are adjusted each academic year by the rate of change in the National Consumer Price Index during the previous calendar year.

The CFS fee for 2016-2017 was \$8.86 per semester for both full and part time students. A fee increase of 1.4287% relative to the National Consumer Price Index is proposed. This translates into a charge of \$8.98 per semester for students. The revenues from the fee increase will be divided equally between the Canadian Federation of Students and the Canadian Federation of Students – Newfoundland and Labrador.

Additionally, membership fees for MUNSU are adjusted annually in accordance with the CPI Increase for St. John's (as opposed to the National Consumer Price Index). The current Memorial University of Newfoundland Students' Union membership fee for full-time students is \$44.34 and \$19.00 for part-time students. MUNSU is requesting that the amount be increased to incorporate the CPI increase for St. John's of 4.1% for the 2017-2018 academic year. The MUNSU membership fee for full-time students will increase from \$44.34 to \$46.16, and the membership fee for part-time students will increase from \$19.00 to \$19.78.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve an increase in the student union membership fees as outlined in the background documentation and as follows:

Increase in Student Union Membership Fees (cont'd)

1. An increase in the CFS Fee for MUNSU, GSU and MISU from \$8.86 to \$8.98 for full and part-time students for the Fall and Winter semesters only, effective September 1, 2017. This fee will be divided equally with \$4.49 per semester going to the Canadian Federation of Students and \$4.49 per semester going to the Canadian Federation of Students – Newfoundland and Labrador.
2. An increase in the MUNSU membership fee from \$44.34 to \$46.16 for full-time students and from \$19.00 to \$19.78 for part-time students effective September 1, 2017.

B. Amendment to Traffic and Parking Regulations to increase fines for expired Meters and create alignment in Pay Per Use Fines

The Board received and reviewed background information pertaining to the amendment to the Traffic and Parking Regulations to increase fines for expired meters and create alignment in Pay Per Use fines.

Board members were advised that Pay Per Use parking is a term used to describe temporary parking options, including meters and Pay and Display (P&D) spaces. All Pay Per Use parking on the St. John's campus has a rate of \$1.50 per hour, per space. Enforcement of Pay Per Use parking currently falls under two different regulation sections of the Traffic and Parking regulations, with fines for an expired or unpaid P&D space issued at \$20, while expired meters are fined at \$15.

The current fine schedule, as per the Traffic and Parking regulations, results in customers receiving varying fine amounts depending on the form of Pay Per Use parking utilized. This has created customer confusion, as the hourly rate to park is the same for both meter and P&D spaces. The intent is to align Pay Per Use fines, thus the expired meters fine would be increased to \$20. Memorial has the lowest fines for metered parking violations among a group of nine Canadian Universities, and two nearby cities (as noted in Appendix "A" of the background documentation). This change is in alignment with the current Memorial University Act, and would generate a projected increase in revenue of \$26,272.50 (calculations were provided in Appendix "C" of the background documentation).

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the amendments to Memorial University's Traffic and Parking Regulations schedule which provides for an increase in fines for expired meters to \$20 and as outlined in the background documentation.

C. Annual Increase in Residence Meal Plan Fees to St. John's Campus for 2017-18

The Board received and reviewed background information pertaining to the annual increase in residence meal plan fees to the St. John's Campus for 2017-18.

Board members were advised that the current agreement between Memorial University and Aramark outlines a prescribed formula for the calculation of an annual meal plan fee increase (as provided in Schedule A of the background documentation). Based on the prescribed formula, the increase proposed for 2017-18 academic year is 2.73% (as provided in Schedule B of the background documentation).

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the annual increase in residence meal plan fees for the St. John's campus for 2017-2018 as outlined in "Schedule A" of the background documentation.

D. Universal Transit Pass (UPASS) for Memorial University Update – 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 6407.A. below.

E. Update on Pension Matters – also on the Human Relations Committee agenda

The Board received and reviewed background information pertaining to an update on Pension matters.

Board members were advised that by special provision of the Pension Benefits Act, 1997 (PBA), the Memorial University Pension Plan (Plan) was exempt from the solvency funding provisions for the fiscal year 2015/16. This was an extension of previous exemptions dating back to as early as 2002. In addition, a deferral of the going concern special payment required for fiscal 2015/16 was granted by Government in 2016.

In June 2016, Minister Gerry Byrne wrote the University to address the issues of special payments, funding and joint sponsorship. In his letter, Minister Byrne referred to the 2015/16 special payment deferral and stated that Government was not prepared to grant a further unconditional exemption from going concern funding. He indicated that Government would, if requested, exempt the University

Update on Pension Matters (cont'd)

from the requirement to make the 2016/17 going concern special payment and additionally grant a permanent solvency funding exemption, provided the University and Plan stakeholders move to establish joint sponsorship of the Plan and develop a funding policy to guide its future sustainability.

In response to Minister Byrne's letter, an ad hoc Sub-Committee of the University Pensions Committee was struck and to date has made substantive progress toward these objectives. On March 8, 2017, the University Pensions Committee met and received an update on the work of the Sub-Committee and discussed a deferral of the 2016/17 special payment and the solvency exemption. The Committee was unanimous in its support of deferral of the 2016/17 special payment based upon the principle of the University assuming responsibility for the Plan's non-indexing unfunded liability upon conversion to joint sponsorship. This liability was estimated to be approximately \$182 million at December 31, 2016, based on market value of assets. The actual unfunded liability will be determined once the December 31, 2016 valuation of the Plan is complete, expected to be late Spring 2017.

Board members were then advised that with regard to associated costs, if the Plan were subject to the PBA funding for 2016/17, the special payments required would be \$28.3 million for going concern and in excess of \$100 million for solvency. In addition, as the University is required to top up the solvency deficit on commuted value transfers, additional pension plan payments could be required in the vicinity of \$2 to \$3 million annually depending upon the size and volume of Plan transfers in any particular year.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the recommendation that a request be made to the Provincial Government for the pension funding exemptions as outlined in the background documentation and as follows:

- An exemption from the requirement to make a going concern special payment under section 12(3)(c) of the PBA Regulations in respect of the period April 1, 2016 to March 31, 2017 provided the University and Plan stakeholders move to establish joint sponsorship of the Plan and develop a funding policy to guide its future sustainability;

Update on Pension Matters (cont'd)

- A permanent exemption from the solvency funding requirements of Section 12(3)(d) of the PBA Regulations; and
- A permanent exemption from Section 15 of the PBA Regulations requiring a plan administrator to remit to the pension fund the solvency deficiency on individual commuted value transfers.

F. Budget 2017-18 Planning Document: Comparison of Memorial University and Dalhousie University Budget

The Board received for information a comparison of Memorial University and Dalhousie University budget. Board members were advised that a comparison between Memorial University and Dalhousie University budget and tuition revenue has been conducted. As provided in the background documentation, the charts illustrate the comparison and include:

1. Comparison of Budget 2016-17 (including revenue obtained through Government grants, tuition and other sources)
2. Comparison of Budget 2016-17 -Without Medicine (including the same revenue sources as Chart 1 but excluding the Faculty of Medicine)
3. 2016-17 Undergraduate International Tuition Revenue by Major – Memorial actual tuition and Memorial's registrations represented at Dalhousie tuition rates.
4. 2016-17 Undergraduate Domestic Tuition Revenue by Major – Memorial actual tuition and Memorial's registrations represented at Dalhousie tuition rates.

Following discussion, it was agreed to receive this item for information.

6407. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE

A. Universal Transit Pass (UPass) for Memorial University Update – also on the Finance Committee

Ms. Galgay-Johnston declared a conflict of interest with respect to Agenda Item "Universal Transit Pass (UPASS) for Memorial University Update" and recused herself from this portion of the meeting.

The Board received and reviewed background information pertaining to the Universal Transit Pass (UPASS) for Memorial University.

Universal Transit Pass (UPass) for Memorial University Update (cont'd)

At this point, the Chair welcomed to the meeting Ms. Ann Browne, Associate Vice-President (Facilities) and Mr. Jordan Wright, Coordinator, Office of the Associate Vice-President (Facilities) who provided a presentation on the “Universal Transit Pass (UPASS) for Memorial University”.

Board members were advised that Memorial University adopted its current Mission, Vision and Values in 2013 and included sustainability as one of its twelve values defining it as “acting in a manner that is environmentally, economically and socially sustainable in administration, academic and research programs”. This commitment followed from the earlier Memorial University Sustainability Declaration which was adopted by the Board of Regents in 2009 and initially committed the University to sustainability in all of its activities.

The Administration has been working with the City of St. John’s transit system (Metrobus) to establish a rider program under the name UPass. This program presents the opportunity for the University to implement its commitment to sustainability that will fulfill the values for the University community, but also influence the metro region in which the St. John’s and Marine Institute campuses are located.

At the December 2016 Board of Regents meeting a presentation was made regarding a potential UPass program for Memorial University. Thereafter, the Board had authorized the University Administration to pursue negotiation of an agreement with Metrobus, and it was requested that key elements of the framework agreement be brought back for further consideration and approval prior to implementation.

Work Completed Since December 2016 Board Meeting

Since the December 2016 Board of Regents Meeting a number of initiatives and efforts have occurred to further refine and consult regarding a potential UPass program for Memorial University. Chief among these was the re-engagement of the UPass Sub-Committee of the MUN Parking and Transit Solutions Committee. This Sub-Committee’s membership was expanded to now include representatives of the Memorial University of Newfoundland Students’ Union (MUNSU), the Marine Institute Students’ Union (MISU), the Graduate Students’ Union (GSU), City of St. John’s, Metrobus Transit, Memorial University Sustainability Office, Memorial University Department of Facilities Management and Memorial University of Newfoundland Faculty Association (MUNFA). This group met three times over the course of January to March 2017 and further discussed the potential UPass program and program details including the proposed level of service, potential opt-out policies, bus shelter locations and preferred scheduling and on-campus stop locations. Based on this feedback as well as Fall 2016 enrolment data, Metrobus has refined its UPass options and price points to provide further basis for negotiation of a program.

Universal Transit Pass (UPass) for Memorial University Update (cont'd)

In addition to the work of the Sub-Committee, a review of UPass programs nation-wide was completed to identify common themes and lessons learned from UPass implementations. Some emerging themes from this review included:

- Some instances where University Administration contribute financially to subsidize the program
- All UPass programs included participation of full-time students, while some included part-time students or part-time opt-in, faculty/staff opt-in are being explored in some cases
- All other UPass programs reviewed have been implemented through a student referendum, with generally low voter turnout
- An agreement with the transit provider can take some time to negotiate after approval of the program is received
- Common opt-out clauses include:
 - Student resides outside the transit service area
 - Student has another institutional UPass
 - Student is off-campus for a prolonged period for research or work term
 - Student has a disability whereby they cannot use transit
 - Student is enrolled exclusively in online/distance courses

To gather further feedback and buy-in for the program, a number of presentations and consultation sessions have occurred. Separate presentations were scheduled with:

- MUNSU and its general membership (including an invitation to MISU and GSU)
- GSU Executive
- Surrounding Municipalities (City of Mount Pearl, Town of Torbay, Town of Paradise, Town of Conception Bay South and the Town of Portugal Cove-St. Phillips)

Through these sessions, information was able to be shared about the program and the feedback received has been incorporated into the revised UPass program options. Most notably, the meeting with surrounding municipalities confirmed interest in collaborating on a UPass program and a willingness from municipalities to operate locations for park and ride programs supporting the service.

Finally, funding opportunities have also been explored to further subsidize the program. An opportunity may exist for a Federal Funding application in the coming months, which would need to be submitted from the transit provider. At this time, it may be possible to utilize this funding to further enhance the UPass program service or to help construct a transit terminal, which is required for the program to be successful.

Universal Transit Pass (UPass) for Memorial University Update (cont'd)

Through these efforts, the University Administration has refined the potential UPass options between a \$100 - \$115 price point per semester, assuming participation from full-time undergraduate and graduate students at St. John's Campus and the Marine Institute. These numbers are subject to slight variation based on final opt-out policies; however, it is anticipated the program price is achievable within this range. As a reminder, UPass implementation will take at minimum 12 months following approval as new buses need to be ordered, the contract with the transit provider needs to be negotiated and routes need to be scheduled. At the projected UPass price range, it is expected that six new buses will be required to service the program.

Implementation

At this stage the University Administration is seeking direction from the Board of Regents regarding implementation of a UPass for Memorial University as a solution to the University's overall parking and transit challenges.

Should the Board decide to proceed with a mandatory fee for all registered full-time undergraduate and graduate students at Memorial University St. John's Campus and the Marine Institute, the Administration will continue negotiations in earnest with Metrobus and the various University stakeholders to finalize the program parameters and proceed toward implementation for Fall 2018.

It is worth noting that while the student unions have collaborated and provided input into the refinement of the potential UPass program, all unions are requesting a student referendum on this topic. The Administration notes that under this scenario a separate referendum will need to occur for each student union and that the implementation of a program will be dependent on each of the referendum outcomes, as the number of students participating in the program will impact the level of service improvements available as well as the program pricing.

Should the Board decide to proceed with student union referenda, the Administration will work with the various student unions to provide the necessary information to support this course of action, recognizing student referenda occurrence will remain at the discretion of the individual student unions.

Universal Transit Pass (UPass) for Memorial University Update (cont'd)

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the recommendation that an ad hoc Committee of the Campus Planning and Development Committee be struck with a mandate to meet with the Project Team to review the work completed on the UPASS; evaluate options and scope of this initiative and, present a recommendation to the Campus Planning and Development Committee and the Board at their May 11, 2017 meetings regarding an implementation plan for a regional transit solution for Memorial University and if appropriate, identify options for engaging other potential beneficiaries for this regional transit solution.

At this point, Ms. Galgay-Johnston returned to the meeting.

B. Core Science Facility (CSF) Status Update

At this point, Ms. Keating and Ms. Hickey declared a conflict of interest with respect to Agenda Item “Core Science Facility (CSF) Status Update” and recused themselves from this portion of the meeting.

The Board received and reviewed background information pertaining to the Core Science Facility (CSF) status update.

The Chair then invited Ms. Ann Browne, Associate Vice-President (Facilities) to present the “Core Science Facility Project Update”. Ms. Browne then introduced Mr. Jordan Wright, Office of the Associate Vice-President (Facilities) and Mr. Duncan Broyd, HOK Architects Corporation, who were available to assist with the presentation and respond to questions.

Board members were advised that as was reported at the July 2016 Board of Regents meeting, the CP-3 tender for the Core Science Facility closed on June 23, 2016, with all bids being over budget. Since that time the team has reworked the tender through value engineering sessions. A revised schedule was drafted and a reworked set of drawings and specifications were reviewed and approved by the project team and user groups. The new CP-3 tender (CP-3R) was issued on December 8, 2016 and closed on March 2, 2017. It is anticipated that the project will achieve substantial completion in spring 2020, to be ready for a fall 2020 opening.

Approval Timelines for the CSF were provided in the background documentation as Appendix A and Appendix B. In accordance with the Project Execution Plan, project scorecards were also included in the background documentation (as Appendix C) in order to provide an update on various aspects of the project.

Core Science Facility (CSF) Status Update (cont'd)

Status

CP- (Construction Package) 1 Enabling Works

Contract is complete. Details on the pre-tender estimates and the tender award amount were provided.

CP-1A Foundations

Contract is complete. Details on the pre-tender estimates and the tender award amount were provided.

CP-2 Structural Steel

Approval was received on November 2, 2015 from the Provincial Government to issue a tender for CP-2. This tender was called on December 2, 2015 and was to close on March 1, 2016. It was subsequently cancelled and combined with CP-3. This change enhanced coordination of the work and reduced risk to the project.

CP-3R Main Building (& Structural Steel)

CP-3R includes the scope of the former CP-2 (Structural Steel) and was issued for tender on December 8, 2016 with the tender closing on March 2, 2017. In parallel, the team is working with the Government of Newfoundland and Labrador to obtain approval to award under the 4-stage approval process.

Other Project Updates

The New Building Canada Fund Contribution Agreement has been signed by both parties, confirming the Government of Canada's support of the project. Members of the project team are working with the Government of Canada through a project oversight committee to ensure execution of the funding agreement over the duration of the project.

The project team continues to work with the Office of Internal Audit to close out the recommendations from the March 4, 2016 Detailed Design Phase Audit Report. It was noted that the CSF audit heat map is reported on separately at the Audit and Risk Committee meeting.

Core Science Facility (CSF) Status Update (cont'd)

After an extensive discussion, and upon the recommendation of the Campus Planning and Development Committee, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the awarding of the CP-3R tender which includes the Structural Steel and Main Building, subject to receiving approval of same from the Province and as outlined in the background documentation.

Further, that the Board approve the recommendation that in consideration of the Project Execution Plan providing for a management reserve, the Project Management Team is directed that where reasonably practicable, any efficiencies achieved with the contractor will be first allocated to replenish the management reserve.

At this point, Ms. Keating and Ms. Hickey returned to the meeting.

C. Memorial University Area Traffic Study Update

The Board received background information pertaining to the Memorial University Area Traffic Study Update.

Mr. Mahoney, Chair of the Campus Planning and Development Committee noted that due to time constraints, this item could not be considered at the meeting of the Committee held earlier in the day. It was agreed to recommend to the Board that this item be considered by both the Campus Planning and Development Committee and the Board through an email poll. The Board was in general agreement with this request.

6408. HUMAN RELATIONS COMMITTEE

A. Update on Pension Matters – also on the Finance Committee Agenda

This item was considered under the report of the Finance Committee as outlined in the Minute 6406.E. above.

6409. ANY OTHER BUSINESS

A. Last meeting for Mr. Jaime Giraldo, Grenfell Campus Students' Union

Ms. Petten noted that this is the final meeting for Mr. Jaime Giraldo who is scheduled to graduate this spring. On behalf of the Board, she thanked Mr. Giraldo for his considerable contributions to the work of the Board during his term and wished him well in his future endeavors.

B. Last meeting for Dr. Mary Bluechardt, Vice-President (Grenfell Campus)

The Chair reminded members that Dr. Mary Bluechardt, Vice-President (Grenfell Campus), accepted an appointment as President of Mount Saint Vincent University and that she will finish her appointment as Vice-President (Grenfell Campus) on May 1st. In doing so, she noted that Dr. Bluechardt was appointed as the Vice-President (Grenfell Campus) in July 2011. Over the subsequent six years in this role, her passionate leadership has inspired Grenfell Campus to distinguish itself through the collective actions, accomplishments and successes of faculty, staff, students and alumni. Ms. Petten, on behalf of the Board, thanked Dr. Bluechardt for her leadership, dedication and support.

C. Date of Next Meeting

The Chair advised that the next regular meeting of the Board of Regents is tentatively scheduled to be held on May 11, 2017.

ADJOURNMENT

The meeting adjourned at 5:30 p.m.

CHAIR

SECRETARY

DATE