

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Thursday, March 12, 2020, at 3:00 p.m. in Room B-2007A, Signal Hill Campus, and via teleconference.

PRESENT:

Ms. Iris Petten, Chair
Mr. Denis Mahoney, Vice-Chair
Dr. Gary Kachanoski, President and Vice-Chancellor
Dr. Noreen Golfman, Provost and Vice-President (Academic)
Chancellor Susan Dyer Knight
Ms. Margaret Allan
Mr. Ian Anunda, via teleconference
Ms. Michelle Baikie
Mr. Robert Bishop
Mr. Glenn Barnes
Mr. Mark Bradbury
Dr. Bud Davidge
Ms. Cathy Duke
Mr. John Gibbons, via teleconference
Dr. Rex Gibbons
Ms. Katharine Hickey
Mr. Michael Howse
Mr. Doug Letto
Mr. Amaan Merchant
Ms. Karen McCarthy, via teleconference
Mr. George Saunders
Ms. Eleanor Swanson
Mr. Dennis Waterman
Mr. Andrew Woodland
Ms. Tina Scott, Secretary to the Board

APOLOGIES:

Apologies were received from Mr. Joe Dunford, Mr. Brandon Ellis, Ms. Donna Rideout, Ms. Catherine Rowsell.

PRESENT BY INVITATION:

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

6688. MEETING CALLED TO ORDER

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

Ms. Petten extended a very special welcome to Dr. Vianne Timmons, President Designate, who was attending the meeting as an observer.

6689. APPROVAL OF THE AGENDA/CONFLICT OF INTEREST

Following the call for the approval of the agenda, Ms. Petten provided members and those present by invitation with the opportunity to declare if they were in a conflict of interest position or a potential conflict of interest position with regard to any agenda items.

Mr. Bradbury declared a conflict with Agenda Item 12.2 “Administrative Budget for the Memorial University Pension Plan for 2020/20201”, 12.3 “Rate of interest credited to Employee Pension Plan Contributions” and, 12.5 “Renewal of the University’s group benefit plans for the Policy Year beginning April 1, 2020”.

All members of the Administration declared a conflict with Agenda Item 12.5 "Renewal of the University’s group benefit plans for the policy year beginning April 1, 2020".

The agenda was approved by the Board.

6690. MINUTES

The Minutes of the meetings of the Board of Regents held on December 5, 2019, December 11, 2019 and the email poll conducted January 29, 2020 were approved by the Board.

6691. CHAIR’S REPORT

A. Meeting of the Executive Committee – February 19, 2020

The Chair noted that the Executive Committee met on February 19, 2020 to finalize and fine tune the agenda for today’s meeting of the Board.

6692. PRESIDENT’S REPORT

A. President’s Update of Activities

Dr. Kachanoski provided the Board with a written summary of his activities and University events since the December 2019 meeting of the Board and he provided the Board more detail and context on several of these activities and events.

B. Registration and Enrolments Progress Report for Winter 2020 Semester

The Board received and reviewed an enrolments and registration progress report for the Winter 2020 Semester.

C. Update on the Strategy for Harlow

The Board received for information an update on the Strategy for Harlow. At its meeting on September 17, 2018, the Board of MUN (UK) Ltd. endorsed a strategic plan for Harlow Campus titled “Harlow – the Next 50 Years”. Implementation of the recommendations was adopted shortly after approval (a copy of which was provided in the background documentation in the Executive Summary). The success of these actions has re-energized Harlow Campus by increasing the campus profile and academic credibility.

The following appendices which provides further details on the progress were contained in the background documentation:

- Appendix A: Harlow – the Next 50 Years
- Appendix B: Proposal for a new UK-based Academic Director
- Appendix C: Academic Director Summary of Activities
- Appendix D: Developing Courses at MUN (UK) Harlow Campus -
- Appendix E: Harlow Campus 50th Anniversary Update

OPEN SESSION - CONSENT AGENDA

It was moved by Mr. Letto, seconded by Ms. Duke, and carried that the consent agenda, as recommended by the appropriate Board Committee and comprising the resolutions listed in 6693 through 6695, be approved as outlined below.

6693. SENATE MATTERS

A. Senate matters with implications for the Board of Regents (November 12, 2019) – Approval of Calendar Changes

The Board received and reviewed background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on November 12, 2019 and approved the Calendar changes as outlined in the background documentation.

B. Senate matters with implications for the Board of Regents (December 10, 2019) - Master of Applied Ocean Technology (Ocean Mapping) and Graduate Diploma in Applied Ocean Technology (Ocean Mapping)

The Board received and reviewed background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on December 10, 2019 and approved the new programs “Master of Applied Ocean Technology (Ocean Mapping) and Graduate Diploma in Applied Ocean Technology (Ocean Mapping)” as outlined in the background documentation.

C. Senate matters with implications for the Board of Regents (December 10, 2019): Proposed Changes to Senate Elections Procedures

The Board received and reviewed background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on December 10, 2019 and approved the proposed changes to the Senate Elections Procedures as outlined in the background documentation.

D. Senate matters with implications for the Board of Regents (December 10, 2019) – Approval of Calendar Changes

The Board received and reviewed background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on December 10, 2019 and approved the Calendar changes as outlined in the background documentation.

6694. 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:

PROJECTS IN PROGRESS	
St. John's Campus	
1	Aboriginal Centre
2	Core Science Facility
3	Animal Resource Centre
4	Energy Performance Contract

PROJECTS IN PLANNING STAGES	
St. John's Campus	
1	Mechanical Engineering High Bay Laboratory
2	Reid Theatre Redevelopment
3	University Buildings Strategy
Marine Institute	
1	Holyrood Marine Base Phase IIB

PROJECTS IN EARLY STAGES	
1	Faculty of Medicine Redevelopment of Existing Space
2	School of Pharmacy Expansion
3	Signal Hill Campus Phase II
4	Transit Terminal

PROJECTS ON HOLD	
1	Petroleum Engineering Building
2	Research Archival Facility

Update on Capital Projects (cont'd)

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.

6695. FINANCE COMMITTEE

A. Increase in Student Union Membership Fees for the 2020-21 Academic Year

The Board received background information and approved the increase in student union membership fees for the 2020-2021 academic year as outlined in the background documentation and as follows:

- An increase in the CFS Fee for MUNSU, GSU and MISU from \$9.34 to \$9.52 for full and part-time students for the Fall and Winter semesters only, effective September 1, 2020. This fee will be divided equally with \$4.76 per semester going to the Canadian Federation of Students and \$4.76 per semester going to the Canadian Federation of Students – Newfoundland and Labrador.
- An increase in the MUNSU membership fee from \$47.95 to \$48.43 for full-time students and from \$20.54 to \$20.74 for part-time students effective September 1, 2020.

B. Increase in Canadian Nursing Students' Association (CNSA) Membership

The Board received background information and approved the increase in the Canadian Nursing Students' Association (CNSA) Membership Fee from \$5.00 to \$6.00 for part-time nursing students to cover the cost of the membership fee increase imposed by the CNSA effective September 1, 2020 and as outlined in the background documentation.

C. Amendment to the Terms of Reference for the Investment Sub-Committee (of the Finance Committee) of the Board of Regents – also on the Governance Committee Agenda

The Board received background information and approved the amendments to the Terms of Reference for the Investment Sub-Committee as outlined in the background documentation.

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.

The Chair also noted that the items were dealt with in detail in meetings of the appropriate committees. It was then moved by Ms. Baikie, seconded by Ms. Swanson and carried that the consent agenda, comprising the resolutions listed in 6696 through 6699 below be approved as follows:

6696. AUDIT AND RISK COMMITTEE

A. Appointment to the Campus Childcare Board of Directors

The Board was informed that at a meeting held on March 5, 2020, the Audit and Risk Committee approved the appointment to the Campus Childcare Inc. Board of Directors effective March 12, 2020 for a two year term as outlined in the background documentation and as follows:

- Mr. David Penney, appointed as Parent Representative

B. Appointment to the Canadian Centre for Fisheries Innovation (CCFI) Board of Directors

The Board was informed that at a meeting held on March 5, 2020, the Audit and Risk Committee approved the appointment to the Canadian Centre for Fisheries Innovation (CCFI) Board of Directors effective March 12, 2020 as outlined in the background documentation and as follows:

- Mr. Alberto Wareham, appointed as Chair

C. Appointment to the MUN (UK) Ltd. Board

The Board was informed that at a meeting held on March 5, 2020, the Audit and Risk Committee approved the appointment of Mr. Garret Doyle to the MUN (UK) Ltd. Board effective April 1, 2020 for a three year term and as outlined in the background documentation.

D. Appointment of external auditors for the Memorial University of Newfoundland consolidated financial statements and the Memorial University of Newfoundland Pension Plan financial statements

The Board received background information and approved the appointment of Ernst & Young LLP as auditors for Memorial University of Newfoundland and for the Memorial University of Newfoundland Pension Plan for an initial five-year period (fiscal 2020-21 to 2024-25) with the University having the option to renew for an additional five years subject to annual reappointment at the following fee structure and as outlined in the background documentation:

	Memorial University	Pension Plan
March 2021	\$70,000	\$10,000
March 2022	\$72,100	\$10,300
March 2023	\$74,300	\$10,600
March 2024	\$76,500	\$10,900
March 2025	\$78,800	\$11,200

Further, if renewed after the first five years the Board agreed that the fees will increase at an inflationary rate every year thereafter of 3% (assuming no significant changes in operations).

E. Protected Disclosure Annual Report January – December 2019

The Board received for information the Protected Disclosure Annual Report – 2019. At a meeting held on May 11, 2017, the Board of Regents approved a revised policy governing protected disclosures. Effective with the change in policy the Executive Director of the Office of the Board of Regents was named as the University's Protected Disclosure Coordinator (PDC), the President as Policy Sponsor and the Director, Office of General Counsel, as head of the responsible unit for the Procedures. Prior to May 11, 2017, an outside firm provided the Protected Disclosure services for the University. Previous Protected Disclosure Annual Reports based on calendar years, were issued to the University Auditor by the outside firm, reviewed annually by the University Auditor and summarized in the Annual Internal Audit Summary Report. In keeping with this calendar year practice, an annual report for the calendar year (2019) under the revised policy was provided, a copy of which is given below.

Annual Report – Protected Disclosure Office of the Board of Regents				
Calendar Year	Number of Protected Disclosures Received	Board Office File No.	Established University process used for Investigation	Status of Investigation
2019 (January 1 – December 1)	0		Not applicable	Not applicable

F. University Delegations of Authority

The Board received for information the University Delegations of Authority. During recent audit and advisory activity, opportunities for improvement were noted relating to the delegations of authority processes and the quality of documentation on record. The University Auditor is submitting background information to describe the associated risk and providing a recommendation for remedial action.

G. Internal Audit: University Health and Safety – Executive Summary

The Board received for information the Internal Audit: University Health and Safety – Executive Summary. The Office of Internal Audit has conducted a review of health and safety to determine the effectiveness of operations dedicated to ensuring a healthy, safe and secure environment. The overall rating of high indicates residual risk exposure from an aggregation of eight improvement areas. Recommendations require attention and the development of effective controls to address the risks identified. The detailed report has been circulated to management. An executive summary of the internal audit report was provided for discussion and comment. Administration has reviewed the contents of the Report, has commenced remediation for some issues, and will develop an overall plan including actions and timelines to address the recommendations. Reporting to the Audit and Risk Committee will follow the regular method of reporting by the University Auditor.

6697. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE

A. Core Science Facility (CSF) Status Update

The Board received for information the Core Science Facility (CSF) Status Update. All major construction packages for the CSF have now been awarded. The third and final major construction package, CP-3R, was awarded to Marco Services Limited on April 25, 2017, and is currently being executed. The CSF global project budget remains at \$325M. The Board also received more detail on the status of the CP-3R Main Building (and Structural Steel) contracts as well as other project updates.

B. Land acquisition for the Holyrood Marine Base Storage Building and Laydown Area – Confidential

The Board received background information and approved the acquisition of 4.39 acres of land in the Holyrood Industrial Park for a storage building and laydown area to support the work at the Holyrood Marine Base, subject to approval by the Government of Newfoundland and Labrador as per the Memorial University Act and as outlined in the background documentation.

C. Potential Relocation of the Western Regional School of Nursing (WRSON) to Memorial University, Grenfell Campus

The Board received background information and approved Western Regional Health Authority including Grenfell Campus as a potential site for Western Regional School of Nursing (WRSON) in their procurement documents and as outlined in the background documentation.

6698. 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. Report on Academic Appointments

The Board received for information the Report on Academic Appointments for the St. John's and Grenfell Campuses for actions taken since December 5, 2019, noting that the actions have been taken under delegated authority as provided for in the Terms of Reference for the Human Relations Committee.

C. Establishment of an Associate Vice-President (Indigenous Research) Position – also on the Finance Committee agenda

The Board received background information and approved the establishment of the Associate Vice-President (Indigenous Research) position within the Vice-President (Research) portfolio and as outlined in the background documentation.

D. Appointment of an Acting Dean of the Faculty of Science

The Board received background information and approved the appointment of Dr. Travis Fridgen as Acting Dean of Science effective May 1, 2020 and ending April 30, 2020 or until the permanent Dean, Dr. Mark Abrahams returns to this post whichever occurs first and as outlined in the background documentation.

E. Assumptions for December 31, 2019 actuarial valuation of the Memorial University Pension Plan - also on the Finance Committee agenda

The Board received background information and approved the assumptions for the December 31, 2019 actuarial valuation of the Memorial University Pension Plan and as outlined in the background documentation.

F. Administrative Budget for the Memorial University Pension Plan for 2020/2021 – also on the Finance Committee agenda

The Board received background information and approved the proposed budget for the internal administrative expenditures of the Memorial University Pension Plan for the fiscal year April 1, 2020 to March 31, 2021, and as outlined in the background documentation.

G. Rate of interest credited to Employee Pension Plan contributions – also on the Finance Committee agenda

The Board received background information and agreed that the rate of interest applied to employee contributions under the pension plan be based on the CANSIM Series V122515 rate and that a Policy Directive from the Minister of Finance, Provincial Government, be sought to prescribe the rate as outlined in the background documentation.

H. Results of the benchmarking study of University Group Benefits Plans – also on the Finance Committee agenda

The Board received for information the results of the benchmarking study of University Group Benefits Plans. At a meeting held on March 14, 2019, the Board of Regents deferred a decision to approve a recommendation of the University Benefits Committee to add orthodontic benefits pending the results of a benchmarking exercise to be performed on Memorial's group insurance program.

Through a competitive process, Morneau Shepell, was appointed in November 2019 to benchmark Memorial's group insurance benefits with those offered by other employers in the local, Atlantic and national marketplaces. Comparative information was obtained from employers in the public and private sectors, including a representative sample of Canadian universities. The plans benchmarked included basic and optional life, accidental death and dismemberment, long term disability, health, travel health and dental. The results of the study, as highlighted by the consultant, were provided in the background documentation.

I. Renewal of Group Benefit Plans – 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, 2020 at existing benefit levels as outlined in the background documentation and as follows:

- Basic life insurance plan at the existing rate;
- Dependent life insurance plan at a 4.4% rate increase;
- Optional life insurance plan at the existing rate;
- Optional spousal and dependent child life insurance plans at the existing rates;

Renewal of Group Benefit Plans (cont'd)

- 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 an 12.3% rate reduction;
- Supplementary health plan at a 5.0% rate increase;
- Travel health insurance plan at a 5.0% rate reduction; and
- Dental plan at the existing rate.

Further, the Board approved the recommendation of the Administration that the improvements in i), ii) and iii) as provided in the background documentation not be implemented.

6699. FINANCE COMMITTEE

- A. Establishment of an Associate Vice-President (Indigenous Research) Position – also on the Human Relations Committee agenda

This item was considered under the report of the Human Relations Committee as outlined in the Minutes 6698.C above.

- B. Assumptions for December 31, 2019 actuarial valuation of the Memorial University Pension Plan - also on the Human Relations Committee agenda

This item was considered under the report of the Human Relations Committee as outlined in the Minutes 6698.E above.

- C. Administrative Budget for the Memorial University Pension Plan for 2020/2021 – also on the Human Relations Committee agenda

This item was considered under the report of the Human Relations Committee as outlined in the Minutes 6698.F above.

- D. Rate of interest credited to Employee Pension Plan contributions – also on the Human Relations Committee agenda

This item was considered under the report of the Human Relations Committee as outlined in the Minutes 6698.G above.

- E. Results of the benchmarking study of University Group Benefits Plans – also on the Human Relations Committee agenda

This item was considered under the report of the Human Relations Committee as outlined in the Minutes 6698.H above.

F. Renewal of Group Benefit Plans – also on the Human Relations Committee agenda

This item was considered under the report of the Human Relations Committee as outlined in the Minutes 6698.I above.

G. Partial recovery of endowment/development administrative costs from endowment investment income

The Board received background information and approved that for each calendar year, if the endowed investment pool has met or exceeded its expected rate of return, an amount be allocated to increase fundraising efforts of the Office of Development and as outlined in the background documentation. It is understood that the amount is to be the lesser of:

1. 20 basis points of the endowed pooled fund market value, or
2. \$200,000

CLOSED SESSION – DISCUSSION AGENDA

6700. FINANCE COMMITTEE

A. Update on the University's Financial Position

The Board received and reviewed background information pertaining to an update on the University's Financial Position.

Board members were advised that the University's budget for 2019-20 was approved at the July 2019 meeting of the Board of Regents. Following the approval of the budget, units were provided with their budget allocations and base reduction amounts.

A review of actual revenue and expenditures has been completed as of December 31, 2019 and total operating expenditures for 2019-20 are projected to be under budget by \$487,472 (as provided in the background documentation as Table 1). The surplus is net of a projected year end deficit of \$5.3 million for the Faculty of Medicine. One-time funding from the Department of Health and Community Services is anticipated to cover the 2019-20 operating deficit of the Faculty of Medicine.

At this time, a \$12.2 million surplus in Deferred Revenue/Expenditures is being projected. This is due to \$2.1 million being set aside for future step increases for faculty and staff as per the sustainable turnover model, and \$10.1 million is being transferred to the Infrastructure Fund for approved infrastructure projects.

Tuition Revenue - this source of operating revenue is forecasted to be over budget by \$2.39 million. This forecast is based on actual tuition revenue for spring and fall semesters and a projection for the winter semester.

Update on the University's Financial Position (cont'd)

Research Support Fund (formerly Indirect Costs of Research) - This revenue source is currently projected to be over budget by \$37,918.

Early severance payouts have commenced for bargaining units who have signed collective agreements. To date the University has incurred \$7.4 million. This funding has been requested from the Provincial Government as is reflected in the budget update. The estimate for early severance payouts is \$35 million.

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

B. St. John's Campus Parking Revenue

The Board received and reviewed background information pertaining to the St. John's Campus Parking Revenue.

Board members were advised that at its July 6, 2017 meeting, the Board approved two principles related to parking as follows:

- The University Administration should take steps to address the heavily subsidized parking rates currently charged to faculty, staff and students.
- The University Administration should stop constructing new parking spaces on campus (surface and garage) – until at least such a time as parking provisions adhere to a cost recovery model and/or alternative public transportation modes are put into effect.

In alignment with these principles a fee increase for faculty, staff, and students was approved by the Board of Regents effective May 1, 2019 (as provided in the background documentation as Appendix A). This increase excluded CUPE local 1615 permit holders, as this group's collective agreement limited any rate increase.

Even with this increase, the University continues to subsidize parking (pay per use, enforcement, and permit) on the St. John's campus by approximately \$125 per space, per year. This includes lot maintenance, administration, and operating expenses. The total net subsidy of parking is currently estimated at \$460,000.

Memorial University has the lowest parking permit rates when compared to 16 Canadian universities (as provided in the background documentation as Appendix B). However, there is opportunity to increase parking permit revenue. Section 35.2 of the Traffic and Parking Regulations of the Memorial University Act states that the Board may prescribe fees for the purpose of this act.

St. John's Campus Parking Revenue (cont'd)

CUPE Local 1615 and MUNFA have 608 and 399 members, respectively, identified with permits on the St. John's Campus (as provided in the background documentation as Appendix C). These groups have collective agreements with permit rate provisions, as outlined in Appendix D. The increase permitted in the MUNFA collective agreement was reached with the May 1, 2019 rate increase, while the CUPE agreement limitations will end in March 2020. Therefore, it is being proposed that effective May 1, 2020, permit rates for CUPE increase to align with general Faculty/Staff rates. In addition, it is recommended that rates increase by the amount equivalent to the Consumer Price Index (CPI) of 1.1 per cent, with the exception of MUNFA.

Undergraduate permits were doubled last year to \$24 a semester, while Graduate students pay the same permit rate as non-bargaining staff. It is recommended that Graduate student rates remain aligned with the non-bargaining staff, including the CPI increase, while Undergraduate rates are not increased at this time.

The CUPE increase will result in an estimated additional \$35,000 in permit revenue per year. The CPI increase, excluding MUNFA and Undergraduate students, is estimated to account for an additional \$6,600 yearly. These increased revenues will bring the total subsidy of parking down to \$418,400.

The proposed rates were provided in the background documentation as Appendix E.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the 2020/2021 parking rate increases effective May 1, 2020 and as outlined in the background documentation as Appendix E including signing of the Parking Fees Amendment.

C. Integrated Planning Committee (IPC) – Operating Budget Report

The Board received and reviewed background information pertaining to the Integrated Planning Committee (IPC) report: "What We Recommend: maintaining excellence in a time of reduce public funding".

Board members were advised that the Integrated Planning Committee (IPC) was established by Memorial in 2016 in response to significant budgetary challenges arising from successive cuts to its operating budget. IPC is chaired by the Provost and Vice-President (Academic) and membership includes management, faculty, staff and students. IPC advises the President on operating budget matters. The scope of the report considers the operating budget of the University with the exception of the Faculty of Medicine, which receives its operating grant from the Department of Health and Community Services. As in previous years, the report

Integrated Planning Committee (IPC) – Operating Budget Report (cont'd)

will be published for the entire University community on the website of the Provost and Vice-President (Academic) (a copy of the report was provided in the background documentation).

This year's report builds upon the work of previous years, including University community consultations and considers the current fiscal climate at the University and in the Province. The recommendations in the report are focused on addressing the major strategic issues facing the University, as identified by the IPC: the need to replace lost public funding; the revitalization of the physical and technological infrastructure; and the need to appropriately resource efforts related to indigenization and Equity, Diversity and Inclusion (EDI).

The report reiterates the main recommendations from the 2019 report; namely, that the University must replace lost public funding, primarily through tuition fee increases, to protect academic integrity and the physical and technological infrastructure that supports it. The report again recommends that future options for revenue generation, including tuition increases, should consider progressive student funding models to alleviate concerns with access to post-secondary education for some segments of the student population.

The Committee's report is the culmination of considerable analysis of the feedback and issues discussed through the consultations held in fall 2019, as well as the analysis of Memorial's past and present fiscal environment, institutional priorities and strategic direction. Accompanying the report is the "What We Heard" document, which summarizes the main themes arising from those public consultations.

Following a lengthy and detailed discussion, it was agreed that this item be reconsidered at a special meeting of the Finance Committee, which would be open to all members of the Board, to be scheduled as soon as circumstances permit.

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

6701. PRESENTATION TO THE BOARD

A. Grenfell Campus Strategic Plan 2020-25

The Board received and reviewed background information pertaining to the Grenfell Campus Strategic Plan 2020-25 and at the invitation of the Chair, Dr. Keshen provided a presentation with respect to this Strategic Plan.

Board members were advised that on December 4, 2014 the Board of Regents approved the Grenfell Campus Strategic Plan titled Vision 2020, which expires in 2020. Over the past eighteen months an internal committee chaired by Dr. Michele

Grenfell Campus Strategic Plan 2020-25 (cont'd)

Piercey-Normore, Dean, School of Science and Environment and Dr. Robert Gallant, Associate Professor; Programme Chair – Computational Mathematics led numerous internal and external consultations seeking input that would be used to develop a five-year strategic plan. Input from key stakeholders, including staff, students and faculty was used to develop the following principle goals:

- Respond to the needs of students, faculty and external communities.
- Identify and support success in areas of strength and opportunity.
- Champion learning and expanding student pathways.
- Diversify academic programs and course delivery.
- Improve recruitment, retention and completion through internationalization and Indigenization efforts.
- Build community and expand partnerships.
- Grow research support and opportunities for faculty.
- Advance sustainability and environmental stewardship.
- Strengthen connections with alumni and retirees and increase fundraising success.
- Increase student and employee health and wellness.

In addition, the plan has been endorsed by Grenfell Campus Council and all three School Academic Councils (Arts and Social Science, Science and the Environment, and Fine Arts).

It was noted that the new Grenfell Campus Strategic Plan, entitled Committing to Communities Grenfell Campus Strategic Plan 2020-25 can be accessed here:

https://issuu.com/grenfellcampus/docs/new_stratplan_draft_spreads

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the Grenfell Campus Strategic Plan, entitled “Committing to Communities Grenfell Campus Strategic Plan 2020-25”.

6702. EXECUTIVE COMMITTEE

- A. Senate matters with implications for the Board of Regents (February 11, 2020) – Approval of the awarding of the title Professor Emeritus

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 11, 2020 and approved the awarding of the title of Professor Emeritus to the following retired member of the faculty:

Senate matters with implications for the Board of Regents (February 11, 2020) – Approval of the awarding of the title Professor Emeritus (cont'd)

Dr. Geoff Rayner-Canham, School of Science and Environment,
Chemistry - Grenfell Campus

B. Report of Presidential Transition Team (#2)

The Board received and reviewed background information pertaining to the Report of the Presidential Transition Team (#2).

Board members were advised that at a meeting of the Board of Regents held on December 5, 2019, an Interim Report of the Presidential Transition Team was provided. This is the second report to the Board.

The team meets bi-weekly and additionally communicates in person, by email and through ad hoc meetings frequently.

The transition team continues to meet regularly and is overseeing execution of the plans for both Dr. Kachanoski and Dr. Timmons.

Highlights include planned events on March 11 and March 27 for Dr. Kachanoski's departure, corresponding with stakeholders and donors, finalizing administrative matters and other details.

For Dr. Timmons, preparations are underway for her arrival on April 1, including engaging with every faculty/school and the Research portfolio before May 15; visits to the Marine Institute, Grenfell Campus and Labrador, before mid-June, as well as engaging in the usual business of the University (i.e. Senate, SAAG, Board matters). Additionally, plans for Dr. Timmons' installation and participation in convocation sessions (in Corner Brook and St. John's) are being finalized. Media and communications materials welcoming Dr. Timmons are also being finalized.

Following Dr. Timmons' commencement in the role, the Board will receive regular updates in the President's report at each of its Board meetings, including an update on events, travel, and stakeholder engagement.

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

C. Pandemic Planning - COVID-19

The Board received and reviewed background information pertaining to an update of the Pandemic Planning – COVID-19.

Board members were advised that coronaviruses are a large family of viruses which may cause illness in animals or humans. In humans, several coronaviruses are known to cause respiratory infections ranging from the common cold to more severe diseases such as Middle East Respiratory Syndrome (MERS) and Severe Acute Respiratory Syndrome (SARS). COVID-19 is the infectious disease caused by the most recently discovered coronavirus. This new virus and disease were unknown before the outbreak began in Wuhan, China, in December 2019.

The Public Health Agency of Canada (PHAC) has assessed the public health risk associated with COVID-19 as low for the general population in Canada but this could change rapidly. Public health risk is continually reassessed as new information becomes available.

The risk to Canadian travelers abroad will vary depending on the destination, as well as a person's age and health status. There are some destinations where the Government of Canada recommends avoiding all travel or all non-essential travel. The Public Health Agency of Canada is closely monitoring the spread of COVID-19 in other countries.

Currently there are 103 confirmed cases of COVID-19 in Canada (42 in Ontario, 39 in British Columbia, 14 in Alberta, and 7 in Quebec), and 1 repatriated Canadian. There are no confirmed cases of COVID-19 in Newfoundland and Labrador.

In preparation for the H1N1 Pandemic in 2009, Memorial created a pandemic plan. In light of the current outbreak, Memorial has reestablished its Pandemic Preparedness Committee and several sub-committees to review the plans, update as necessary and ensure the campus community is prepared.

The Committee is directed by the Office of the Chief Risk Officer (OCRO) and chaired by the Director of Human Resources. The purpose of the Pandemic Preparedness Committee is to provide input to the Pandemic Plan and act as a University wide committee for information gathering and dissemination. The OCRO is working with the provincial department of Health and Community Services and has overarching responsibility for managing the University's response to the pandemic.

Pandemic Planning - COVID-19 (cont'd)

The sub-committees are reviewing the department/function specific sub-plans and will provide updated sub-plans for inclusion in the overarching Pandemic Plan. These committees include:

- Continuity Planning;
- Human Resources/Faculty Relations;
- Student Residences and Ancillary Services;
- International Travel;
- Facilities/Security/Environmental Health and Safety;
- Student Wellness/Student Life;
- Information Technology;
- Research; and
- Academic.

These subcommittees are working with the various stakeholders in these areas to prepare for the current and potential impacts of COVID-19.

The initial meeting of the Pandemic Preparedness Committee took place on March 6, 2020.

A Pandemic Planning Oversight Committee which includes the Provost, Vice-President (Administration & Finance), Vice-President (Research), President's Office, and a subset of the Pandemic Planning Committee including the Chair, Chief Risk Officer, Emergency Management, and Communications is meeting today to discuss next steps.

With regard to communications, Memorial issued an initial statement on January 31, 2020, reassuring the University community that the risk was low, that the University was taking preventative measures, and where to find reputable information.

Another statement was issued on February 19, 2020 regarding racism and xenophobia at the University and that it would not be tolerated, especially in relation to COVID-19.

On March 5, 2020, University community was informed that the PPC has been re-established and that a webpage has been launched. The webpage <https://www.mun.ca/main/coronavirus.php> has been created to share accurate and up to date information about COVID-19 and the university's response. The page also includes an overview of the COVID-19 risk, prevention information, and risks to the community. An email address coronavirus@mun.ca has been created for the campus community to contact for any questions relating to COVID-19.

The Pandemic Preparedness Committee will meet bi-weekly and the sub-committees will meet as necessary to complete the sub-plans.

Pandemic Planning - COVID-19 (cont'd)

The Pandemic Preparedness Committee and the sub-committees will review and update the plans and submit drafts to the Office of the Chief Risk Officer by March 27, 2020. It is recognized that these documents will continue to change and require updates beyond the initial deadline as the situation evolves.

All departments/units in the University are expected to have Continuity Plans completed by April 3, 2020.

Following a full discussion, the Board thanked the administration for this report which was received for information.

D. Extension of Employment Agreement to March 31, 2020 for the President and Vice-Chancellor

At this point, Dr. Kachanoski, Dr. Golfman, Mr. Decker, Dr. Bose and Mr. Blackwood declared a conflict with this item and recused themselves from the meeting.

The Board received and reviewed background information pertaining to the extension of Employment Agreement to March 31, 2020 for Dr. Gary Kachanoski, President and Vice-Chancellor.

After a discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the Extension of Employment Agreement to March 31, 2020 for Dr. Gary Kachanoski, President and Vice-Chancellor and as outlined in the background documentation.

6703. ANY OTHER BUSINESS

A. Last meeting for Ms. Margaret Allan, Regent

Ms. Petten noted that the term of office for Ms. Margaret Allan concludes on March 23, 2020. On behalf of the Board, she thanked Ms. Allan for her contributions to the Board and to the University during her time on the board. She acknowledged the leadership roles Ms. Allan carried out which included serving as Chair of the Human Relations Committee as well as being an active member on several Board Committees and on the Board itself.

B. Last meeting for Dr. Gary Kachanoski, President and Vice-Chancellor

The Chair noted that today marks the last regular meeting of the Board of Regents which Dr. Gary Kachanoski would attend. She noted in particular, the event held in his honor on the evening of March 11, 2020 and thanked members for attending. She then thanked Dr. Kachanoski once again for his service to the Board and his immense contributions to the University. The Board responded with a round of applause and standing ovation.

C. Last meeting for Dr. Noreen Golfman, Provost and Vice-President (Academic)

The Chair acknowledged that Dr. Noreen Golfman's term as Provost and Vice-President (Academic) concludes on April 30, 2020 and as a result, today marks the last regular meeting of the Board that Dr. Noreen Golfman would attend. In doing so, she noted that it is anticipated that the University would be planning events to acknowledge Dr. Golfman's contributions to the University.

D. Date of Next Meeting

The Chair advised that the next regular meeting of the Board of Regents is scheduled to be held on Wednesday, May 13, 2020 to coincide with Grenfell Campus Convocation.

ADJOURNMENT

The meeting adjourned at 5:15 p.m.

CHAIR

SECRETARY

DATE