

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Thursday, May 7, 2015 at 3:00 p.m. in Room FC-3024 at Memorial University's Grenfell Campus and via teleconference.

**PRESENT:**

Ms. Iris Petten, Chair  
Dr. Gary Kachanoski, President and Vice-Chancellor  
Dr. Noreen Golfman, Provost and Vice-President (Academic)  
Chancellor Susan Knight  
Mr. Matthew Brockel  
Ms. Pat Coish-Snow  
Ms. Mary Cormier  
Ms. Michelle Daye  
Ms. Patricia Dicker  
Mr. Rick Dillon  
Ms. Colleen Galgay-Johnston  
Ms. Katharine Hickey  
Ms. Kim Keating, via teleconference  
Mr. Denis Mahoney  
Mr. Asan Mohideen  
Mr. Max Rice  
Ms. Kathleen Roul  
Ms. Candace Simms  
Ms. Tina Scott, Secretary to the Board

**APOLOGIES:**

Mr. Steve Belanger, Mr. Robert Bishop, Mr. Mark Bradbury, Mr. John Hogan, Mr. Jim Keating, Mr. Bill Matthews, Dr. Vinod Patel, Mr. Tony Roche, Ms. Samantha St. Croix, Mr. George Tucker.

**PRESENT BY INVITATION:**

Mr. Kent Decker, Vice-President (Administration and Finance), Dr. Richard Marceau, Vice-President (Research) via teleconference, Mr. Glenn Blackwood, Vice-President (Marine Institute), Dr. Mary Bluechardt, Vice-President (Grenfell Campus), Mr. Glenn Collins, Interim Executive Director, Office of the Board of Regents, Mr. Morgan Cooper, General Counsel.

**6208. MEETING CALLED TO ORDER**

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

Ms. Petten then extended a special welcome to Mr. Morgan Cooper, who was recently appointed as General Counsel.

**Board Book Tips**

The Board Chair outlined her Board Book tip for the current meeting. At this point, she reminded Board members of the Board's confidentiality statement and also, the profile form which members have been asked to complete.

**6209. 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 the Audit and Risk Committee, it was agreed to move from the Consent Agenda to the Discussion Agenda, Item 6.4 "Executive Summary of the Internal Audit: Core Science Facility".

**6210. MINUTES**

The Minutes of the regular meeting of the Board of Regents held on March 12, 2015 and the Special Meeting held on March 26, 2015 were approved by the Board.

**6211. CHAIR'S REPORT**

A. **Meeting of the Executive Committee**

The Chair advised that the Executive Committee met on April 23, 2015 to finalize the agenda for today's meeting.

B. **Appointment of the Student Representative from the Memorial University of Newfoundland Students' Union (MUNSU)**

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

Appointment of the Student Representative from the Memorial University of Newfoundland Students' Union (MUNSU) (cont'd)

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents accept the nomination of Ms. Brittany Lennox as requested by the Memorial University of Newfoundland Students' Union, and recommend her appointment to the Lieutenant-Governor in Council for a term effective December 6, 2015 and in accordance with the Act.

Ms. Simms noted that she had served on the Selection Committee for this appointment and she abstained from voting.

C. ad hoc Committee to consider a Student Appeal – January 19, 2015

The Chair noted that at a meeting held on January 19, 2015, the Executive Committee, acting on behalf of the Board of Regents, established an ad hoc Committee to consider an appeal of the decision of the President in respect of a sexual harassment complaint. The ad hoc Committee, comprised of three members of the Board of Regents (Mr. George Tucker, Mr. Asan Mohideen, Ms. Colleen Galgay Johnston), adjudicated the appeal following the rules and procedures established by the Committee. Following extensive discussion and review, the ad hoc Committee found no error that would warrant setting the decision aside or otherwise varying the decision. The Committee further concluded that the sanction imposed was reasonable and proportionate in the circumstances and the appeal was denied. The student and complainant have been advised of the Committee's decision and have further been advised that within the University, no further appeal is possible.

D. ad hoc Committee to consider a Student Appeal – March 12, 2015

The Chair noted that at a meeting held on March 12, 2015, the Executive Committee, acting on behalf of the Board of Regents, established an ad hoc Committee to hear an appeal of the decision of the President in respect of a sexual harassment complaint. The ad hoc Committee, comprised of three members of the Board (Mr. Jim Keating, Ms. Candace Simms and Ms. Pat Coish-Snow), adjudicated the appeal following the rules and procedures established by the Committee. Following extensive discussion and review, the ad hoc Committee found no error that would warrant setting the decision aside or otherwise varying the decision. Both students have been advised of the Committee's decision and have further been advised that within the University, no further appeal is possible.

ad hoc Committee to consider a Student Appeal – March 12, 2015 (cont'd)

The Chair further noted that the Committee was aware during its deliberations, of the current review of the Sexual Harassment Policy and Procedures. Issues arose during the consideration of this Appeal that may be of importance to that review and further steps should be undertaken to increase student awareness and orientation of all aspects of the Sexual Harassment Policy. It was additionally noted that the same would be reported to the President.

**6212. 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 March 2015 Board meeting and he provided the Board more detail and context on many of these activities.

B. Enrolments and Registrations for the Spring 2015 Semester

The Board received and reviewed an enrolments and registration progress report for the Spring 2015 Semester.

C. 2015-16 Budget Estimates

Dr. Kachanoski, President and Vice-Chancellor, provided a presentation entitled "2015-16 Budget Analysis". Following a detailed and extensive question and answer period, Ms. Petten thanked Dr. Kachanoski for his very informative presentation.

**CONSENT AGENDA**

Noting that the items were dealt with in detail in meetings of the appropriate committees, it was moved by Ms. Daye, seconded by Mr. Mahoney and carried that the consent agenda, comprising the resolutions listed in 6213 through 6217 below be approved as follows:

**6213. AUDIT AND RISK COMMITTEE**

A. Reappointments to the Campus Childcare Inc. (CCI) Board of Directors

The Board was informed that at a meeting held earlier in the day, the Audit and Risk Committee of the Board of Regents approved the reappointments to the Campus Childcare Inc. (CCI) Board of Directors as outlined in the background documentation and as follows:

- Ms. Kimberly Blanchard re-appointed as Chair for a two-year term, effective March 14, 2015; and
- Mr. Gary Pike re-appointed for a two-year term effective March 14, 2015.

B. New Policy: Weapons

The Board received background information and agreed to the new “Weapons Policy” as outlined in the background documentation. Further, the Board agreed to the revision to the Student Code of Conduct as follows:

Amend Section 6. Offences, subsection f)5) from:

“Other offences include:

1) ...

5) Possession and use of any type of weapon; ...”

To

“Other offences include:

1) ...

5) Possession and use of weapons other than that outlined in the Weapons policy ...”

C. Annual Internal Audit Plan

The Board received background information and agreed to the Annual Internal Audit Plan for 2015-16 and as outlined in the background documentation.

**6214. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

A. Update on progress of Capital Projects

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

Projects in Progress

St. John’s Campus

- Residence Renovations
- Newfoundland & Labrador Centre for Interdisciplinary Research in Human Genetics and Faculty of Medicine Building Extension, HSC
- Aboriginal Centre
- Core Science Facility
- Battery Property
- Clock Tower Modifications

Marine Institute

- Building Expansion to House New Offshore Operations Simulator

Update on progress of Capital Projects (cont'd)

Grenfell Campus

- Energy Strategy

Projects in Planning Stages

St. John's Campus

- Faculty of Engineering and Applied Science – Mechanical Engineering High Bay Laboratory
- Faculty of Engineering and Applied Science – Petroleum Engineering Building
- Animal Resource Centre
- Faculty of Arts Research Archival Facility
- Redevelopment of Reid Theatre

Marine Institute

- Holyrood Marine Base – Phase IIA Breakwater, Marginal Wharf and Restoration of Existing Wharf
- Holyrood Marine Base – Phase IIB Ocean Research and Training Building

Grenfell Campus

- Child Care Facility

Projects in Early Stages

- Faculty of Medicine – Redevelopment of Existing Space
- Pedways over Prince Philip Parkway – East and West
- Storage Facility, Mount Scio Road

The Board was advised that the projects 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. Approval of a Lease Arrangement for the Southside Marine Base (also on the Finance Committee agenda)

The Board received background information and agreed to the lease arrangement with Irving Oil Ltd. as provided in the Letter of Intent as outlined in the background documentation. Further, the Board agreed to the recommendation that the Administration seek approval from the Province in accordance with the requirements of the MUN Act.

C. Approval of Phase II A of the Marine Institute's Holyrood Marine Base (also on the Finance Committee agenda)

The Board received background information and agreed to proceed with Phase II A of the Marine Institute's Holyrood Marine Base as outlined in the background documentation and as follows:

- approval to proceed with Phase II A marine construction to a maximum of \$12 million for the breakwater and marginal wharf and the reconstruction of the existing wharf and installation of evacuation systems.
- approval for the administration to enter into a \$12 million, twenty year mortgage.

It was further agreed that the Board authorize the administration to seek approval from the Province in accordance with the requirements of the MUN Act.

D. Architectural and Engineering Consultant Commissions for projects with a capital value of less than \$1M awarded in 2014-15

The Board received background information pertaining to the Architectural and Engineering Consultant Commissions for projects with a capital value of less than \$1M awarded in 2014-15.

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

E. Annual Report on Leased Space

The Board received background information pertaining to the Annual Report on Leased Space. The report summarized information on all property lease agreements of Memorial University. The leases cover agreements for external space occupied by the University as well as space Memorial has leased to other organizations.

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

**6215. FINANCE COMMITTEE**

A. Approval of a Lease Arrangement for the Southside Marine Base (also on the Campus Planning and Development Committee agenda)

This item was also considered under the Campus Planning and Development Committee as outlined in the Minute 6214.B. above.

B. Approval of Phase II A of the Marine Institute's Holyrood Marine Base (also on the Campus Planning and Development Committee agenda)

This item was also considered under the Campus Planning and Development Committee as outlined in the Minute 6214.C. above.

C. Policy Deletion: Memorial University Pension Plan Participation by Contractual Employees

The Board received background information and agreed to the deletion of the Memorial University Pension Plan Participation by Contractual Employees policy as outlined in the background documentation.

**6216. HUMAN RELATIONS COMMITTEE**

A. Establish a rate of pay for Sign Language Interpretation

The Board received background information and agreed to the establishment of a rate of pay for Sign Language Interpretation as outlined in the background documentation and as follows:

- Sign Language Interpreter, \$30 - \$55 per hour based on the incumbent's level of skill and experience

B. Establishment of Dean positions at Grenfell Campus

The Board received background information and agreed to the establishment of a decanal structure at Grenfell Campus replacing the four divisions with three schools effective September 2016 and therefore, the establishment of stipendary positions as outlined in the background documentation and as follows:

- Dean of Arts and Social Science
- Dean of Fine Arts
- Dean of Science and the Environment

C. 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.

D. Appointments Reports

The Board received the Appointments Reports for the St. John's and Grenfell Campuses for actions taken since March 12, 2015 noting that the actions have been taken under delegated authority as provided for in the Terms of Reference for the Human Relations Committee.



**6217. SENATE MATTERS**

- A. Senate Matters with implications for the Board of Regents (February 10, 2015): 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 February 10, 2015 and approved the Calendar changes arising from that meeting and as outlined in the background documentation.

- B. Senate Matters with implications for the Board of Regents (March 10, 2015): Approval of Centre for Innovation, Entrepreneurship and Technology Commercialization (CIETC)

The Board received background information pertaining to the Senate matters with implications for the board of Regents arising from the Senate meeting held on March 10, 2015 and agreed to the establishment of the Centre for Innovation, Entrepreneurship and Technology Commercialization (CIETC) and as outlined in the background documentation.

- C. Senate Matters with implications for the Board of Regents (March 10, 2015): Approval of the Establishment of a decanal structure at the Grenfell Campus, replacing the four divisions with three schools, effective September 2016

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on March 10, 2015 and agreed to the establishment of a decanal structure at the Grenfell Campus, replacing the four divisions with three schools, effective September 2016.

- D. Senate Matters with implications for the Board of Regents (March 10, 2015): 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 March 10, 2015 and approved the Calendar changes arising from that meeting and as outlined in the background documentation.

E. Senate Matters with implications for the Board of Regents (April 14, 2015): Approval of the awarding of the title Professor Emeritus to seven retired members of the Faculty

The Board received background information pertaining to the Senate matters with implications for the Board of Regents arising from the Senate meeting held on April 14, 2015 and approved the awarding of the title of Professor Emeritus to the following seven retired members of the faculty:

Dr. Georg Gunther, Grenfell Campus  
Dr. Jeremy Hall, Department of Earth Sciences  
Dr. Penny Hansen, Faculty of Medicine  
Dr. Sandra LeFort, School of Nursing  
Dr. Christopher Sharpe, Department of Geography  
Dr. Shirley Solberg, School of Nursing  
Dr. Paul Wilson, Grenfell Campus

**DISCUSSION AGENDA**

**6218. AUDIT AND RISK COMMITTEE**

A. Executive Summary of the Internal Audit: Core Science Facility

The Board received and reviewed background information pertaining to the Executive Summary of the Internal Audit of the Core Science Facility.

The Chair then welcomed Ms. Jennifer Dove, Acting University Auditor who provided an overview of the Executive Summary. Ms. Dove then advised that following approval of the Core Science Facility project, the administration requested an ongoing internal audit to assess the governance and project management during the project life cycle. The first audit was performed during the conceptual design phase to identify improvements to the internal controls over objectives of the project. The Executive Summary of the results of the Internal Audit on the conceptual design phase of the Core Science Facility Capital Project was also provided to the Board.

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

**6219. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

A. Core Science Facility Status Update; and Approval to Tender for Building Foundations

The Board received and reviewed background information pertaining to the Core Science Facility Status Update and approval to Tender for Building Foundations.

Core Science Facility Status Update; and Approval to Tender for Building Foundations (cont'd)

Board members were reminded that at the March 12, 2015 meeting of the Board of Regents, detailed information around project governance was provided, and this information (as provided in the background documentation) included an Approval Timeline (Appendix A) and a Four-Stage Approval Process Table (Appendix B). In accordance with the timeline, design development of 100% is due early May 2015, which is on schedule.

At the March 12, 2015 meeting of the Board, it was also requested that a Project Execution Plan be provided at the July 9, 2015 Board meeting. This Plan will outline the processes and procedures to be followed for the duration of the Core Science Facility project.

Approval was also granted at the March 12, 2015 meeting of the Board to award the Enabling Work tender, and this was awarded on March 30, 2015. In accordance with the Approval Timeline, the administration is now seeking approval to issue a tender for Building Foundations. It was noted that this work will consist of installation of concrete footings and concrete foundation walls. Provincial Government approval to tender this phase of construction will be issued subsequent to the costing report due during the first week of May.

Ms. Ann Browne, Associate Vice-President (Facilities) then provided the Board with a presentation titled "95% DD Estimate Report Summary".

It was noted that at a meeting held earlier in the day, the Campus Planning and Development Committee agreed that in order to present an overview of the Core Science Facility (CSF) project and the Project Execution Plan, a meeting of the Committee would be arranged in mid-June with members of the CSF project team. It was also agreed to invite members of the Board of Regents to attend this meeting in order to hear the detailed presentations.

After a detailed discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the issuing of a tender for Building Foundations for the Core Science Facility subject to receiving the approval of same from the Province.

- B. Delegation of authority to the Campus Planning and Development Committee to approve the selection of the engineering consultant for the Replacement of Boiler No. 2 in the Central Heating Plant (Utilities Annex)

The Board received and reviewed background information pertaining to the delegation of authority to the Campus Planning and Development Committee to approve the selection of the engineering consultant for the replacement of Boiler No. 2 in the Central Heating Plant (Utilities Annex).

Delegation of authority to the Campus Planning and Development Committee to approve the selection of the engineering consultant for the Replacement of Boiler No. 2 in the Central Heating Plant (Utilities Annex) (cont'd)

Board members were advised that when the original Utilities Annex was constructed in 1975, in conjunction with the Health Sciences Centre (HSC), three boilers were installed to service both the HSC and the Memorial campus. Boiler No. 1 and Boiler No. 3 were replaced in 2008 and 2011, respectively. Boiler No. 2 is leaking through the exterior jacket and has been shut down since the spring of 2014 and is now non-functional. A fourth boiler, Boiler No. 4, which was installed in 1999 with the construction of the Janeway, is functional but has operational and reliability concerns and should be replaced in the near future. The Board received estimated projects costs and assurances from the administration that funding is in place to cover these costs.

A Request for Proposals for design work was issued in April 2015 for the Replacement of Boiler No. 2, and a Selection Advisory Committee will be in a position to make a recommendation in May. The boiler needs to be operational by Fall 2016 and therefore delegation of approval is being requested to meet the timelines. Boilers have approximately an 8-10 month lead time, thus with delegation of approval, delivery may occur in Spring 2016 and installation in Summer 2016.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents agree to delegate authority to the Campus Planning and Development Committee to approve the selection of the engineering consultant for the Replacement of Boiler No. 2 in the Central Heating Plant (Utilities Annex) prior to the next regular meeting of the Board of Regents scheduled for July 9, 2015 and as outlined in the background documentation.

**6220. HUMAN RELATIONS COMMITTEE**

- A. 2015/16 Provincial Budget and the Memorial University Pension Plan (also on the Finance Committee agenda)

The Board received and reviewed background information pertaining to the 2015-16 Provincial Budget and the Memorial University Pension Plan.

Board members were advised that the 2015/16 Provincial Budget resulted in a significant reduction in the funding provided to Memorial to support legislated "Special Payments" to the Memorial University Pension Plan (the Plan). The reduction amounts to \$20.95 million which in the absence of regulatory change will be paid into the Pension Fund from Memorial's operating budget.

2015/16 Provincial Budget and the Memorial University Pension Plan (cont'd)

The Province has indicated that it will provide a one year deferral of the payment if requested and if Memorial undertakes a review of the Plan in consultation with the Province similar to what has been done with other Public Service Pension Plans. The intent of the review would be to propose appropriate changes to funding and benefit levels to ensure long term sustainability.

The Memorial University Pension Plan is managed in consultation with the University Pensions Committee (the Committee). The Objectives of the Committee are as follows:

**Objectives**

The University Pensions Committee shall review the operation of the University Pension Plan with the following objectives:

1. To provide advice and information to the Board on all matters relating to pension plans for employees of the University.
2. Without limiting the generality of the foregoing:
  - a. To ensure that the Plan, as administered by the Department of Human Resources, is conducted in a manner consistent with the provisions of The Memorial University Pensions Act.
  - b. To advise the Board on matters relating to any new plan or on revisions to the existing plan.

The Committee which is comprised of approximately 35 representatives from the various union and employee groups at Memorial, is chaired by a member of the Board of Regents.

The Committee was presented with the information contained in the Budget at an emergency meeting held on May 5, 2015 for information and consultation purposes. Following discussion the Committee requested further information from the University Actuaries regarding the current financial position of the Plan, the impact of the one year deferral, as well as advice from General Counsel with respect to Memorial's legal obligations. The Members also wanted to hold discussions with their respective groups before taking a formal vote. However, all those present expressed their preliminary support for the deferral, subject to the additional information that has been requested. A number of members also indicated their support conditional upon receiving additional information and transparency on the University's 2015-16 budget and expenditures. The Committee will meet again as soon as the requested information can be gathered and the consultation with memberships can occur.

The Pensions Committee will be holding a further meeting in May to provide additional information to members, following which the recommendation of the Committee will be determined.

2015/16 Provincial Budget and the Memorial University Pension Plan (cont'd)

It was noted that planning for this year's budget will need to start immediately in order to be ready for the July 9th Board Meeting. The nature of this budget planning would be significantly different without a deferral of the Special Payment and as such Administration recommends that the Board should authorize the request immediately. A decision could be made later to not avail of the deferral if that was deemed to be in the best interest of the University.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents agree to authorize the University Administration to work with the Provincial Government requesting it to commence the process necessary to allow relief from the 2015/16 special payment and as outlined in the background documentation. It is understood that the Administration will have further consultation with the Pensions Committee prior to seeking formal approval from the Board for the deferral of the special payment.

2015/16 Provincial Budget and the Memorial University Pension Plan (cont'd)

This item was also considered under the Finance Committee as outlined in the Minute 6221.A. below.

**6221. FINANCE COMMITTEE**

- A. 2015/16 Provincial Budget and the Memorial University Pension Plan (also on the Human Relations Committee agenda)

This item was also considered under the Human Relations Committee as outlined in the Minute 6220.A above.

- B. Increase in Graduate Students' Union Membership Fees

The Board received and reviewed background information pertaining to an increase in the Graduate Students' Union membership fees.

Board members were advised that membership fees for the Graduate Students' Union (GSU) are adjusted annually in accordance with the CPI Increase for St. John's (as opposed to the National Consumer Price Index). The GSU has requested that the amount be increased to incorporate the CPI increase for St. John's of 1.9% for the 2015-2016 academic year effective September 1, 2015. The GSU membership fee will increase from \$30.27 to \$30.85.

Increase in Graduate Students' Union Membership Fees (cont'd)

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve an increase in the Graduate Students' Union membership fee from \$30.27 to \$30.85 effective September 1, 2015 and as outlined in the background documentation.

C. Increase in the Grenfell Campus Students' Union Membership Fee

The Board received and reviewed background information pertaining to an increase in the Grenfell Campus Students' Union membership fee.

Board members were advised that the Grenfell Campus Students' Union (GCSU) is a member of the Canadian Federation of Students (CFS). Students who are members of the GCSU therefore pay a national and provincial levy to CFS.

In accordance with bylaws 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 2014-2015 was \$8.60 per semester for both full and part time students. A fee increase of 1.9% relative to the National Consumer Price Index is proposed. This translates into a charge of \$8.76 per semester for students. The revenues from the fee will be divided equally between the Canadian Federation of Students and the Canadian Federation of Students – Newfoundland and Labrador. The membership fees charged by the GCSU remain otherwise unchanged.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve an increase in the Grenfell Campus Students' Union membership fees from \$8.60 to \$8.76 for full and part-time students for the Fall and Winter semesters only, effective September 1, 2015 and as outlined in the background documentation. This fee will be divided equally with \$4.38 per semester going to the Canadian Federation of Students and \$4.38 per semester going to the Canadian Federation of Students – Newfoundland and Labrador. This amount reflects the change in the National Consumer Price Index.

D. Battery Facility – Setting Rates for Graduate Student Accommodations

The Board received and reviewed background information pertaining to the “Battery Facility – Setting rates for Graduate Student Accommodations”.

Board members were advised that since its purchase in 2013, the Battery Facility has been planned to include accommodations for graduate students.

A series of planning activities have since occurred which have brought into focus further details relating to this portion of the project. Renovations began in February 2015 at the facility with the goal of having graduate student accommodations available for occupancy in Fall of 2015. The Office of Public Engagement continues to actively work with Memorial’s Student Residences unit in preparation for first occupancy at the Facility and to support Student Residences’ management of the graduate student accommodations.

Prior to opening the application process for students to live at the Battery Facility (Harbour View Wing and accessible rooms in Main Room Tower) an accommodations rate must be established for residents. The rate is being set in consideration of the Battery Facility’s business model, which requires the facility’s activities and operations to cover its expenses. The recommended rate also reflects current local market rental rates of comparable offsite accommodations, the differences that exist among rooms at the facility (their view) as well as current on-campus residence rates. A separate occupancy model is being developed for the remaining accommodations in the Main Room Tower at the facility, which falls outside of this recommendation.

Ongoing discussions have occurred with Memorial’s Student Residences and Off-Campus Housing groups as well as the Graduate Students’ Union in establishing the proposed rates. The Battery Facility Executive Management Committee also discussed the rate structure at its March 26th and April 10th meetings and was in support of the following recommendation.

The rates provided in the background documentation include utilities and internet access. Additional rates apply for cable television, parking and laundry which are charged separately to students (not applied to the student’s account), similar to existing arrangements at other Memorial on-campus accommodations.

The recommended rates are for the initial intake of students for 2015 occupancy. It is anticipated that the rates will be reviewed on an annual basis and any recommendations for subsequent rate changes will be provided to the Board for approval.



Battery Facility – Setting Rates for Graduate Student Accommodations (cont'd)

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the residence rates at the Battery Facility for Fall 2015 as outlined in the background documentation and as follows:

Room Description	Rate (monthly)
Harbour View Wing (ocean view)	\$675
Harbour View Wing (hillside view)	\$650
Main Room Tower – Accessible Rooms (hillside view)	\$650

**6222. PRESENTATION TO THE BOARD**

A. Student Support and Crisis Management

Ms. Petten welcomed to the meeting Dr. Cecilia Reynolds, Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies who provided the Board with a presentation entitled “Student Support and Crisis Management”. Dr. Reynolds then provided an overview of the Student Support and Crisis Management (SSCM) unit and in doing so, covered the following topics:

- Student Support and Crisis Management (SSCM) Unit
- Short Term Goal
- Decision Trees
- Processes in the SSCM unit
- Student Code of Conduct
- Non-academic Appeals
- Next Steps

Following a question and answer period, Ms. Petten, on behalf of the Board, thanked Dr. Reynolds for her informative presentation (a copy of which is located in the Board files).

**6223. ANY OTHER BUSINESS**

A. Date of Next Meeting

The Chair advised that the next regular meeting of the Board of Regents is tentatively scheduled to be held on July 9, 2015.

**ADJOURNMENT**

The meeting adjourned at 5:40 p.m.

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**CHAIR**

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

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