

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Tuesday, March 25, 2008, at 2:00 p.m. in Grenfell Room A of the Glynmill Inn in Corner Brook.

PRESENT:

Ms. Mary Broderick, Vice-Chair
Dr. Eddy Campbell, Acting President
Dr. Michael Collins, Acting Vice-President (Academic)
Ms. Gaylene Buckle
Ms. Ruth Canning
Ms. Deanne Fleet
Mr. Martin Gould
Mr. Earl Ludlow
Ms. Meghan Mitchell
Mr. Tony Roche
Ms. Melissa Squarey
Ms. Eleanor Swanson
Ms. Kathie Thoms
Ms. Eleanor Bennett, Secretary

APOLOGIES: Mr. Gil Dalton, Chair, Ms. Pat Coish-Snow, Mr. Brian Dalton, Mr. Jim Igloliorte, Mr. Jim Keating, Ms. Jeannette Lundrigan, Mr. Douglas Moores, Mr. Darek Moreau, Dr. Vinod Patel, Ms. Rosellen Sullivan, Ms. Sherina Wall, and Ms. Judy White,

PRESENT BY INVITATION:

Mr. Kent Decker, Vice-President (Administration and Finance) and Ms. Lisa Hollett, Director of Human Resources.

1. ABSENCE OF A CHAIR

Due to the absence of Mr. Gil Dalton, Chair of the Board of Regents, Ms. Broderick, Vice-Chair, acted as Chair.

2. MEETING CALLED TO ORDER

The meeting was called to order at 2:00 p.m. by Ms. Broderick, Acting Chair.

3. PRESENTATION ON SIR WILFRED GRENFELL COLLEGE

Ms. Broderick welcomed to the meeting the following members of Sir Wilfred Grenfell College: Dr. Holly Pike, Acting Principal, Dr. Tom Daniels, Acting Vice-Principal, Dr. Wade Bowers, Vice-Principal (Research), Mr. Dennis Waterman, Director of Finance and Administration.

Dr. Pike provided an overview of the strategic plan for Sir Wilfred Grenfell College.

Following a question and answer period, Ms. Broderick thanked Dr. Pike and her colleagues for their very informative presentation and she and her colleagues from the College left the meeting.

4. APPROVAL OF THE AGENDA

The agenda for the meeting was approved as amended.

5. MINUTES

The Minutes of the regular meeting of the Board of Regents held on February 7, 2008, a copy of which was circulated, were approved by the Board.

6. ACTING CHAIR'S REPORT

1. Welcome to Ms. Squarey

The Acting Chair welcomed Ms. Squarey who was attending her first Board meeting since being appointed. Ms. Squarey was appointed for a two year term ending January 13, 2010 and is the student member representing the Grenfell College Students' Union.

2. Official notification of Reappointment

The Board was advised that official notification had been received from the Minister of Education reappointing Ms. Broderick for a further three-year term, ending January 13, 2011. The Board congratulated her on her reappointment and wished her another successful term.

3. Update on Presidential Search

Dr. Campbell and Mr. Decker left the meeting during the discussion of this item.

Ms. Broderick updated the Board on this matter and advised that the search process is continuing.

4. Proceedings Report of the Stakeholders Advisory Committee on the

Implementation of the Kelly-Davies Report

The Board received and reviewed the Proceedings Report of the Stakeholders Advisory Committee on the Sir Wilfred Grenfell College Governance Review dated March 2008, which was presented for information by Dr. Campbell.

The Board was advised that the work of this committee has now concluded and the final Proceedings Report was released to committee members by the Provincial Government on March 5, 2008.

5. Report of the Ad Hoc Committee of Senate on the Future Structure, Duties and Powers and all related matters concerning the Senate(s) of Memorial University of Newfoundland

The Board was reminded that at its meeting of February 7, 2008, it received the "Report of the Ad Hoc Committee of Senate to make Recommendations to Senate on the future Structure, Composition, Duties and Powers and all related matters concerning the Senate(s) of Memorial University of Newfoundland." The Board resolved to request Senate to write a similar report allowing for the operation of two Senates with two Boards of Regents. The Board also asked Senate to provide the report before the end of February.

The Board received and reviewed a response from Senate dated February 29, 2008 advising that Senate had received the second report of the Ad Hoc Committee and following discussion of the report, approved the following motion:

"That Senate

- (I) receive the second report of the Ad Hoc Committee of Senate to make Recommendations to Senate on the future Structure, Composition, Duties and Powers and all related matters concerning the Senate(s) of Memorial University of Newfoundland; and
- (ii) forward the report to the Board of Regents in response to its memorandum of February 12, 2008."

The Board was advised that it was a brief response for reasons articulated therein. Ultimately, Senate determined that a detailed response was impossible without further information on the relationship envisaged between the two universities.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves a recommendation that the Board convey the Report of the Ad Hoc Committee of Senate to make Recommendations to Senate on the Future Structure, Composition, Duties and Powers and all related matters concerning the Senate(s) of Memorial University of Newfoundland to the Stakeholders Advisory Committee on the Implementation of the Kelly-Davies Report.

6. Reappointment of Mr. Moreau

The Board received and reviewed a recommendation from the Graduate Students' Union for the reappointment of Mr. Darek Moreau as their representative on the Board of Regents for a further one-year period, effective March 16, 2008. The appointment is subject to the approval of the Lieutenant-Governor in Council.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents recommends to the Lieutenant-Governor in Council the reappointment of Mr. Darek Moreau as a student member on the Board of Regents representing the Graduate Students' Union, for a term of one year, effective March 16, 2008.

7. Appointment of MISU Representative

The Board received and reviewed a recommendation from the Marine Institute Students' Union for the appointment of Mr. Lee Parsons as their representative on the Board of Regents. Mr. Parsons replaces Mr. Stephen Winsor, whose term was completed.

The Board was advised that Mr. Parsons meets the requirements as set out in the *Memorial University Act*. The appointment is subject to the approval of the Lieutenant-Governor in Council.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents recommends to the Lieutenant-Governor in Council the appointment of Mr. Lee Parsons as a student member on the Board of Regents representing the Marine Institute Students' Union, for a term of one year, effective immediately.

7. PRESIDENT'S REPORT

1. Activity Report

Dr. Campbell advised the Board of a number of activities in which he had been involved and a number of events in which he had attended since the last meeting of the Board.

2. Registration Report

The Board received a verbal report on the registration number for the fall semester 2008 and was advised that enrollments are stable with an increase in first year numbers. The Board was advised that the University is building on ways to improve the retention of students.

3. Appointment to Edutech Board of Directors

The Board received and reviewed background information pertaining to a recommendation for the appointment of Mr. Paul Dubé to the Board of Directors of Edutech, effective immediately.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the appointment of Mr. Paul Dubé to the Board of Directors of Edutech, effective immediately, for a term of two years.

4. Update on Communications from Government regarding Computer Security and Protection of Sensitive Data

The Board received and reviewed background information pertaining to this matter. The Board was advised that on January 16, 2008, Government proclaimed the Access to Information and Protection of Privacy Act.

This Act places a legal responsibility on public institutions, such as Memorial University, to actively safeguard information that could identify individuals.

The Board was advised that over the last three months, there have been three significant instances of loss or theft of personal information from public bodies. The provincial government has issued guidelines to its departments and agencies regarding security. The University has taken steps to immediately implement all of the Government's guidelines that they can implement in their environment (the differences between

Government's "closed" network and Memorial's "open" network mean that some of the guidelines could not work at Memorial). Where Government guidelines are not suitable for Memorial, they have modified them as little as possible in order to make them work.

Information and training sessions have been held on campus in order to discuss these changes, and technical solutions which enforce the guidelines are also being implemented.

Memorial's Information Technology Security staff are in contact with the Office of the Chief Information Officer in order to ensure that they understand and agree with the areas where the University have differed from their guidelines.

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

5. Appointment to Board of Directors of Western Sports and Entertainment Centre Inc.

The Board received and reviewed background information pertaining to a recommendation for the reappointment of Mr. Richard Dennis to the Board of Directors of the Western Sports and Entertainment Inc. (The Pepsi Centre) and for his appointment as Chair of the Board.

The Board was advised that Mr. Jamie Schwartz resigned his position as Chair of the Board of Directors on January 1, 2008.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the reappointment of Mr. Richard Dennis to the Board of Directors of the Western Sports and Entertainment Inc. (The Pepsi Centre), effective May 1, 2008, for a further term of two-years, and approves his appointment as Chair of the Board of Directors, effective immediately.

8. FINANCE COMMITTEE MEETING

The Board received a verbal report of the Finance Committee meeting held on March 25, 2008, which was presented by Ms. Broderick and Mr. Decker. On the recommendation of the Finance Committee, the following resolutions were passed with respect to the items requiring specific approval of the Board:

Item A - Update on the University's 2007-08 Financial Position

The Board received and reviewed background information pertaining to the University's 2007-08 financial position. The Board was reminded that at its meeting on May 24, 2007, it approved the budget estimates for the fiscal year 2007-08, based on a projected balanced budget. A review of actual revenue and expenditures to February 29, 2008 was completed.

The Board was advised that tuition revenue calculations for 2007-08 indicate a decrease over 2006-07.

The projected shortfall in Tuition Revenue will be monitored and offset by reserve and carryover account balances and by expenditure reductions should it become necessary.

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

Item B - Increase in CFS Membership Fees for MUNSU, GSU, and MISU

The Board received and reviewed background information pertaining to a recommendation for an increase in the Canadian Federation of Students (CFS) membership fee for the Memorial University of Newfoundland Student Union (MUNSU), Marine Institute Student Union (MISU) and Graduate Students' Union (GSU).

The Board was advised that MUNSU, MISU and GSU have provisions in their by-laws to provide for an annual increase in the CFS membership fee equal to the increase in the National Consumer Price Index. The CFS fee for 2007/08 was \$7.64 per semester. The change for the past year for the National Consumer Price Index is 2.2%, which would translate into a new fee of \$7.80 per semester. The revenues from the fee increase will be divided equally between the CFS and the CFS (Newfoundland and Labrador).

After discussion the following resolution was passed:

RESOLVED:

That the Board of Regents approves an increase in the Memorial University of Newfoundland Students' Union, the Marine Institute Students' Union and the Graduate Students' Union, Canadian Federation of Students Fees from \$7.64 to \$7.80 for full and part-time students for the Fall and Winter semesters only, effective September 1, 2008.

Further, the Board approves the allocation of the fees in equal proportions of \$3.90 to the Canadian Federation of Students and the Canadian Federation of Students – Newfoundland and Labrador.

Item C - Revision to Rates of Pay for Archaeological Field Assistants

The Board received and reviewed background information pertaining to a recommendation for revision to rates of pay for Archaeological Field Assistants I, II and III.

The Board was advised that there are no financial implications as these positions are funded solely from external sources.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves a revision to the weekly rate of pay for Archaeological Field Assistants.

Item D - Transfer of Permanent Positions Within University Position Complement

The Board received and reviewed background information pertaining to the transfer of permanent positions within the University position complement.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the transfer of the following permanent positions within the University position complement from the Department of Earth Sciences to the Core Research Equipment and Instrument Training Network (CREAIT):

CRE-006 - Analytical Facilities Coordinator – \$56,482

CRE-007 - Research Assistant II

Item E - Establishment of Position - Associate Director of Division of Co-operative Education

The Board received and reviewed background information pertaining to a recommendation for the establishment of the position of Associate

Director of the Division of Co-operative Education.

The Board was advised that the Associate Director will be a Co-operative Education Co-ordinator (CEC), with administrative responsibilities in addition to a regular appointment as a CEC. The current budget for the Division of Cooperative Education will cover all incremental costs associated with making this appointment.

After discussion the following resolution was passed:

RESOLVED:

That the Board of Regents approves the establishment of a new position of Associate Director in the Division of Co-operative Education, with an administrative stipend in addition to a regular appointment as a Co-operative Education Co-ordinator.

Item F - Establishment of Permanent Position - Associate Director (Education and Training) in the Labrador Institute

The Board received and reviewed background information pertaining to the establishment of a permanent position of Associate Director (Education and Training) in the Labrador Institute.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the establishment of the following permanent staff position within the Labrador Institute:

INS-006 - Associate Director (Education and Training)

Item G - Conversion of Contractual Positions to Permanent Within the University Position Complement

The Board received and reviewed background information pertaining to a recommendation to convert contractual positions to permanent within the University position complement.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the transfer of the following permanent positions within the University position complement:

The Leslie Harris Centre

LHC-002 -Manager of Knowledge Mobilization

LHC-003 -Manager of Operations and Strategic Projects

Department of Facilities Management

UWA-102 - Custodian Supervisor

Faculty of Medicine

MED-218 - Archivist – Health Science Library

MED-219 - Senior Instructional Design Specialist

MED-220 - Instructional Design Assistant

Item H - MBA (Executive Option in Petroleum)

The Board received and reviewed background information pertaining to a recommendation for the commencement in January 2009 of the Master of Business Administration (Executive Option in Petroleum) program and for authorization of a special program fee.

The Board was advised that Senate approved the Faculty of Business Administration's proposal to establish a Master of Business Administration (Executive Option in Petroleum). The program is a collaboration with the Oil & Gas Development Partnership at Memorial and represents the integration of elements of the existing MBA (Executive Option) and Master of Oil and Gas Studies (MOGS).

The proposed fee is higher than the current EMBA program fee (\$28,000) and the MOGS program fee (\$31,500) and reflects both market demand and increased delivery costs.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the commencement in January 2009 of the Master of Business Administration (Executive Option in Petroleum) program.

Further the Board approves a special program fee of \$34,000 in addition to the standard tuition fee (Plan A or B) for a master's degree (the total program fee to be paid over 4 semesters).

Item I - Renewal of University's Group Benefit Plans for 2008/09 Policy Year

The Board received and reviewed background information pertaining to recommendations from the Employee Benefits Committee for the renewal of the University's Group Benefit Plans for the policy year beginning April 1, 2008.

The Board was provided with a further explanation of the cost implications of the renewal and the position of the University Administration to concur with these recommendations.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the recommendation of the Employee Benefits Committee to renew the University's group benefit plans for the Policy year beginning April 1, 2008, at existing benefit levels, as follows:

- Basic life insurance plan at the existing rate;
- Dependent life insurance plan at the existing rate;
- Optional life insurance plan at a 10.8% rate reduction;
- Optional spousal and dependent child life insurance plans at the existing rates;
- Basic, optional, and voluntary accidental death and dismemberment plans at the existing rates;
- Long term disability plan at a 5.0% rate reduction;
- Supplementary health plan at a 6.4% rate increase;
- WorldWide travel assistance plan at a 19.3% rate increase for single coverage and a 17.8% rate increase for family coverage; and,
- Dental plan at a 11.4% rate increase.

Further, the Board approves the following improvements in the Group Benefit Plans for the policy year beginning April 1, 2008:

- (i) Vision care to provide 80% reimbursement to a maximum of \$250 per 24 month period, to be applied toward the cost of either frames and lenses or laser surgery (funded 50/50 using health plan surplus and a 2.55% rate increase);
- (ii) Dental claims to be insured at the Newfoundland Dental Society Fee Guide for 2007, (funded 50/50 using dental plan surplus and a 5.3% rate increase);

- (iii) Orthopedic shoe benefits to provide 80% reimbursement to a maximum of \$200 per calendar year, subject to the recommendation of a physician.(funded 50/50 using health plan surplus and a 0.2% rate increase); and,
- (iv) Nursing benefits to be changed to a managed approach to include personal care benefits at no additional cost.

Further, the item regarding the major restorative services under the dental plan to provide 70% reimbursement to a maximum of \$1,000 per year (funded by 18% rate increase) be deferred to the May 2008 meeting of the Board pending approval of the 2008-09 University's budget request from government.

Item J - Adoption of Pension Plan Valuation Assumption for March 31, 2008 Actuarial Valuation

The Board received and reviewed background information pertaining to a recommendation from the University Pensions Committee regarding the adoption of the Pension Plan Valuation assumption for March 31, 2008 actuarial valuation.

The Board was advised that the *Pension Benefits Act, 1997* requires that an actuarial valuation of the Memorial University Pension Plan (the "Plan") be performed at least every three years. Since 2005, however, valuations have occurred annually at the request of the Provincial Office of the Superintendent of Pensions, as a condition of granting a solvency funding exemption to December 31, 2010. The March 31, 2008 valuation will be conducted on the Plan's triennial cycle and will be filed with both federal and provincial regulatory authorities. The purpose of the valuation is twofold; first to determine the funded position of the Plan on going-concern and solvency bases and, second, to develop the recommended contribution rates applicable during the period leading up to the next valuation.

The Board was advised that the University Pensions Committee met with the actuary, Peter Hayes of Eckler Limited, on February 18, 2008 to consider the various economic and demographic going-concern assumptions recommended by him. The Committee agreed with the proposed assumptions.

The outcome of the March 31, 2008 valuation of the Plan, including associated costs for the University will not be known until late May 2008.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the valuation assumptions for the March 31, 2008 actuarial valuation of the Memorial University Pension Plan as presented.

Item K - Appointment of Investment Managers for Real Estate and Mortgage Funds - Memorial University Pension Fund

The Board received and reviewed background information pertaining to a recommendation from the University Pensions Committee for the appointment of Investment Managers for Real Estate and Mortgage Funds.

The Board was reminded that at its meeting on July 19, 2007, it approved a recommendation of the University Pensions Committee that the Statement of Investment Policy and Objectives be amended to provide for investment in real estate and mortgages (8% to each asset class). The Performance Review Subcommittee subsequently met with the University's actuary and investment consultant, Eckler Limited, to review Eckler's recommendations with respect to an implementation strategy for these asset classes. This included a short list of investment managers to be interviewed. The University Pensions Committee was apprised of the work of the Subcommittee following which investment manager interviews were conducted by the main Committee, with the assistance of Eckler Limited. Presentations were received from four firms. Upon consideration of the merits of each of the firms, and with the concurrence of Eckler, the University Pensions Committee made the recommendation.

The Board was advised that there were no cost implications as fees associated with pension fund investments are paid from the fund in accordance with the *Memorial University Pensions Act*.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the recommendation of the University Pensions Committee for the appointment of Roycom and Greiner Pacaud Management Associates to each invest 1.6% of the Memorial University Pension Fund in their respective closed end pooled real estate funds.

Further the Board approves the recommendation of the University Pensions Committee that the current mandate of Greystone Managed Investments be expanded to include

investment of 4.8% of the Fund in an open end pooled real estate fund.

Item L - Survivor Benefits for Pre-1997 Beneficiaries

The Board received and reviewed background information pertaining to a recommendation from the University Pensions Committee for an increase in survivor benefits from 55% to 60% for pre-1997 survivors.

The Board was reminded that at its meeting on March 23, 2006, it denied a recommendation from the University Pensions Committee requesting that the Provincial Government amend the *Memorial University Pensions Act* to increase survivor benefits from 55% to 60% for pre-1997 survivors. The Board referred the matter back to the University Pensions Committee for exploration of other possible options.

The Board's decision was discussed at a meeting of the University Pensions Committee on January 18, 2007 where it was decided that representatives from the various employee groups would meet separately to discuss potential solutions to be brought back to the Committee. The results of the meeting of the employee groups did not get returned to the University Pensions Committee for its consideration. The employees instead wrote the Board directly on March 6, 2007 with their own resolution requesting that the Board pay the survivor benefit improvement from University operating funds, effective April 1, 2007. Following receipt of this letter, the Administration wrote Government on March 21, 2007 to seek their comment on acceding to the employees' request. Government's unfavorable reply of July 12, 2007 was circulated to the Committee on February 18, 2008. Upon expressing their dissatisfaction with the University's consultation with Government and their subsequent response, the Committee passed a motion to request that the Board re-consider its position on the matter. In addition, the President of MUNFA wrote the Board directly on February 18, 2008 to express disappointment and to urge the Board to explore other avenues to address the pre-1997 survivor benefit issue.

The University Pensions Committee recommended that the Board of Regents re-consider its position with respect to paying the 5% survivor benefit improvement for pre-1997 survivor beneficiaries from University operating funds. The recommendation was made pursuant to the Committee having reviewed the unfavorable response from Government. The Committee added that such a discretionary expenditure would fulfill the Board's ethical responsibility toward University retirees and survivor beneficiaries. The Finance Committee also recommended that the Board accept the University Pensions Committee recommendation.

The Board received and reviewed a letter from the President of the MUN Pensioners Association in support of the University Pensions Committee recommendation.

The Board was advised that as at March 31, 2007, there were 69 pre-1997 survivor beneficiaries with an average age of 75.

The actuarial cost of increasing their benefits from 55% to 60% of their former spouses' pensions has been estimated to be \$503,000. The current annual cash flow requirement to pay the extra pension is approximately \$57,000 and this cost would decline over time.

The Board was advised that the position of the Administration was that the matter of increasing pre-1997 survivor benefits from 55% to 60% not be pursued further due to cost and public sector policy considerations. The pension plan is projected to be in a deficit position following the March 31, 2008 actuarial valuation, requiring additional special payments from the University, over and above its current service cost obligation. In addition, government has indicated that it is not in favor of the University increasing pre-1997 survivor benefits, as such an improvement would be contrary to public sector pension policy and, if implemented, would create added pressure on other public sector plans to do the same, at a much greater cost.

The Administration is sympathetic to pre-1997 survivors and the desire of the University Pensions Committee to raise the level of benefits to 60%, however, it also recognized that like most other retirees and survivors, these individuals are already receiving pension indexing benefits that are over and above the initial pension promise, and to which they did not contribute.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents not approve the recommendation of the University Pension Committee to reconsider its position with respect to paying the 5% survivor benefit improvement for pre-1997 survivor beneficiaries from University operating funds.

Item M - Revised Infrastructure Plans for SWGC Academic Building

The Board received a verbal report of the revised infrastructure plans for the Academic Building on the Sir Wilfred Grenfell College campus.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves a recommendation from the Campus Planning and Development Committee to seek the necessary additional funding from Government from the Centre for Environmental Excellence to expand the scope of the Academic Building at Sir Wilfred Grenfell College.

Item N - Revised Policy - Tuition

The Board received and reviewed background information pertaining to a recommendation for revisions to the current Undergraduate Tuition Refund Regulation (Regulation 1.3.1.5, pg 43 of the 2007-08 University Calendar).

The Board was reminded that in accordance with the "*Development, Approval and Administration of University Policies*", which it approved in September 2007, the proposed revisions to the Regulation followed the new policy framework process which requires widespread consultation. Consultation with the University community, including Senate, has taken place. The Board was advised that there will be financial implications associated with the imposition of this policy. Tuition revenues will decrease. The decreased revenues will be apportioned across the university.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the revisions to the Undergraduate Tuition Refund Regulation, effective the 2008-09 academic year

9. EMPLOYEE BENEFITS COMMITTEE MATTER

1. Renewal of University's Group Benefit Plans for 2008-09 Policy Year

This item was dealt with under the Finance Committee meeting.

10. UNIVERSITY PENSIONS COMMITTEE MATTERS

The following items were dealt with under the Finance Committee meeting:

1. Adoption of Pension Plan Valuation Assumption for March 31, 2008 Actuarial Valuation
2. Appointment of Investment Management Firms to Invest a Portion of Pension Fund in Real Estate and Mortgages
3. Survivor Benefits for Pre-1997 Beneficiaries

11. AUDIT AND RISK MANAGEMENT COMMITTEE MEETING

A verbal report of the meeting of the Audit and Risk Management Committee of March 20, 2008 was presented by Ms. Swanson and the following resolution was passed with respect to the item requiring specific approval of the Board:

Restructure of the Internal Audit Function

The Board received and reviewed background information pertaining to a proposal to restructure the Internal Audit Function within the Department of Enterprise Risk Management (ERM).

It is proposed that this restructuring will be budget neutral, as the current funds would be redirected to cover the additional salary costs. Workspace for the additional two (2) employees will be accommodated at 208 Elizabeth Avenue (Butler Property).

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the restructuring of the Internal Audit Function within the Department of Enterprise Risk Management, to include the adoption of a co-sourced model of internal audit, and the addition of the following two positions:

- (i) Auditor
- (ii) Junior Auditor (work term student)

12. APPOINTMENTS COMMITTEE MEETING

The Board received and reviewed the report of the Appointments Committee meeting held on March 25, 2008, along with addendum, which was presented by Ms. Broderick, Chair of the Committee, Dr. Collins, and approved by the Board.

The Board also received and reviewed the Appointments Committee Annual Activity Report for 2007, which was presented by Dr. Campbell for information.

The following resolution was passed with respect to the item requiring specific approval of the Board:

RESOLVED:

That the Board of Regents approves the appointment of Mr. Morgan Cooper as the Director of Faculty Relations, effective April 14, 2008.

13. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE MEETING

The Board received a verbal report of the meeting of the Campus Planning Development Committee held on March 25, 2008, which was presented by Mr. Decker for review.

1. Update on Progress of Capital Projects

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

St. John's Campus

- Energy Performance Contract
- Faculty of Arts Offices Relocation/VP Academic Office Relocation
- New Residences
- Residence Renovations

Marine Institute

- Holyrood Marine Base

Sir Wilfred Grenfell College

- Corner Brook Curling Club Facilities (Rec Plex)
- New Residence

The Board was advised that these projects are on time and on budget and there were no safety related incidents reported by contractors since the last meeting.

2. Revised Infrastructure Plans for SWGC Academic Building

This item was dealt with under the Finance Committee Meeting.

14. LABOUR RELATIONS COMMITTEE MATTERS

1. LUMUN Update

The Board received a verbal update on negotiations with the Lecturer Associations Union, which was presented by Dr. Campbell.

15. SEPARATELY INCORPORATED ENTITIES COMMITTEE MEETING

1. Update on MURC Expansion

Ms. Canning, Chair of the Committee, provided a verbal report of a meeting of the SIE Committee held on March 20, 2008 with members of the Board of Directors of the Memorial University Recreation Complex (MURC) and Management Staff of "The Works".

This meeting included a tour of the facilities in the Field House, the Aquarena, and the Physical Education Building.

Ms. Canning reported on a presentation to the Committee for a proposal to expand the facilities after which the University was requested to:

- Approve the building of a Student Only Fitness Centre in the Field House;
- Provide funding to cover the cost of a Student Only Fitness Centre, estimated at \$1.5 million;
- Approve renovations and expansion of Aquarena change rooms, funded by MURC;
- Approve Tim Hortons project; funded by MURC.

Mr. Decker advised the Board that the administration are reviewing the options presented to them and will develop a plan for financing the expansion of the MURC facilities.

16. POLICY OVERSIGHT COMMITTEE MEETING

A verbal report of the Policy Oversight Committee meeting on March 4, 2008, was presented by Mr. Roche, Chair of the Committee.

On the recommendation of the Policy Oversight Committee, the following resolutions were passed with respect to the items which required approval of the Board:

1. New Policy - Controlled Goods

The Board received and reviewed background information pertaining to a new policy on Controlled Goods.

The Board was advised that in March 2007, the University purchased a piece of research equipment which is classified as controlled technology and therefore is subject to the *Defense Production Act*. Memorial is

required, under this Act, to establish a policy and outline responsibilities and procedures for the purchase, receipt, registration, storage, security assessment, shipment and use of controlled technology and goods.

The Board was advised that there are minimal costs associated with implementing this policy, mainly for a swipe lock system for the affected laboratories.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the Controlled Goods Policy Statement, effective April 1, 2008.

2. New Policy - Supporting and Accommodating Breastfeeding

The Board received and reviewed background information pertaining to a new policy for supporting and accommodation breastfeeding.

The Board was advised that this policy developed as a University-wide policy as result of a student's request to breastfeed during lectures. Some units within the University had such a policy in place and it was felt that a University-wide policy which applied to both employees and students was an important one to develop. It supports Memorial's recognition of the importance of a family-friendly environment.

The Board was advised that there are minimal costs associated with implementing this policy, mainly with adding a few change tables to existing washrooms and appropriate signage.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the Supporting and Accommodating Breastfeeding Policy Statement, effective June 1, 2008.

3. Revised Policy - Tuition

This item was dealt with under the Finance Committee meeting.

17. SENATE MATTERS

The Board received and reviewed a report of items of business considered by Senate at a special meeting held on January 22, 2008 and its regular

meetings held on February 12, 2008. Approval was given to the following items requiring Board approval under Section 56(h) (course of study) and 56(s) (making or altering a rule or regulation) of the Act:

January 22, 2008 Meeting:

There were no items to report.

February 12, 2008 Meeting:

- Item 62 Report of the Senate Committee on Undergraduate Studies (No. 62.1 to 62.22)
- Item 63 Report of the Academic Council of the School of Graduate Studies (No. 63.1 to 63.9)
- Item 64 Report of the Senate Committee on Undergraduate Studies (No. 64.1 and 64.2)
- Item 65 Report of the Academic Council of the School of Graduate Studies (No. 65.1 to 65.3)

Item 62.15 - Department of Biochemistry

Dr. Campbell agreed to a follow up on a request by Ms. Swanson for the administration to clarify the status of consultations regarding the note "That the Department of Biochemistry does not expect to admit students to Dietetics program in the future".

ADJOURNMENT

The meeting adjourned at 5:45 p.m.