

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Tuesday, 28 May 2002, in the Board Room of the University at 2:30 p.m.

PRESENT:

Edward Roberts, Chair
Dr. Georgina Hedges, Vice-Chair
John Crosbie, Chancellor
Dr. Axel Meisen, President and Vice-Chancellor
Dr. Evan Simpson, Vice President (Academic) and Pro Vice-Chancellor
Alick Andrews
Gail Aylward
Hayward Blake
Calvin Butt
Sam Chaulk
Brett Dawe
Fred Durant
Dorothy George
Ed Kelly
Nancy Kelly
Larry Peckford
Joan Pinsent
Harvey Short
Kathryn Small
Lorelei Stanley-Newton
Susan Wood
Eleanor Bennett, Secretary

APOLOGIES: Lisa Browne, Chris Decker, Sharon Duggan, Dr. Brendan Lewis, Brendan Paddick, Darlene Russell.

PRESENT BY INVITATION: Wayne Thistle, Vice-President (Administration and Finance) and Legal Counsel.

1. MINUTES

The minutes of the regular meeting of the Board of Regents held on 28 March 2002, copies of which were circulated prior to the meeting, were approved by the Board.

2. CHAIR'S REPORT

1. Mr. Paddick Honoured by Faculty of Business Administration

The Board was advised that Mr. Paddick had been honoured by the Faculty of Business Administration by being awarded its Alumnus of the Year in recognition of both his career success and his involvement in the University.

The Secretary was requested to write Mr. Paddick to congratulate him on receiving this award.

2. Name Change Committee Report

Mr. Roberts told members that Dr. June Harris had made a request to him to speak to the Board to elaborate further on her petition with respect to the University's name change. He told her that although this had not been the past practice of the Board he would ask his colleagues on the Board for direction. After discussion, it was agreed that Dr. Harris' request to attend the meeting not be accepted.

Members received and reviewed the final Report of the Ad Hoc Committee on the University Name Change along with copies of further responses on the matter. Members also received a copy of email comments relevant to this matter from Mr. Paddick, who was unable to attend the meeting. Mr. Roberts provided an overview of the committee's progress to date. He reminded members that the final decision whether or not to change the name of the University will ultimately rest with the House of Assembly. A discussion ensued, after which the following resolution was passed:

RESOLVED:

That the Board of Regents, after receipt and review of the final report of the Ad Hoc Committee, **RECOMMEND THAT** the name of the University be changed and that it be changed to "Memorial University".

3. Vacancy on Appointments Committee

The Chair advised of a vacancy on the Appointments Committee as a result of Peter Barnes completing his term as a Regent. He asked members who were interested in serving on this Committee to advise him or the Secretary.

3. PRESIDENT'S REPORT

1. Appointments to the Marine Institute Advisory Committee

The Board received and reviewed background information pertaining to a recommendation for appointments to the Marine Institute Advisory Committee, in accordance with the directions adopted by the Board regarding appointments to University Boards. After discussion the following resolution was passed:

RESOLVED:

That the Board of Regents appoint the following members to the Marine Institute Advisory Committee for the term specified, effective immediately:

- ▶ Iris Petten - for a term of three years
- ▶ Greg Pretty - for a term of two years
- ▶ Margaret Burden - for a term of two years
- ▶ Captain Sidney Hynes - for a term of three years
- ▶ Wayne Follett - for a term of two years

2. Appointment to C-CORE Board of Directors

The President advised that he had accepted the nomination of the C-CORE Board of Directors, as initiated under the old rules for the appointment of Directors which do not stipulate multiple nominations. He advised that he had appointed the following to the C-CORE Board of Directors, with effect from 15 May 2002:

- ▶ Dr. Laurie Schramm,
President of the Saskatchewan Research Council

- ▶ Sam Allen, President, CSO Newfoundland

3. Biodiversity Centre

The Board received and reviewed information pertaining to the recent Provincial Government announcement to locate its Institute for Biodiversity and Ecosystem Science in Corner Brook and the request to have it located on the Sir Wilfred Grenfell College campus. The President pointed out that this facility will strengthen collaborative research between government and university scientists on important environmental issues and encourage new research and teaching activities at Grenfell College. It will provide outstanding new educational and research opportunities for students, faculty and staff of the University. The Institute will also complement work being carried out at the Bonne Bay Marine and Research Centre in Norris Point.

4. Harlow Renovations

Dr. Meisen provided an update on the renovations of the Harlow Campus. He reported that construction commenced on 2 May as scheduled following the awarding of the contract to the lowest bidder and within budget estimates. Since the commencement of the project, several unexpected problems were detected by the main contractor that needed immediate attention. In particular, insufficient load bearing capabilities of the ceilings and walls in the Maltings to carry the weight of the renovations, and an inadequate central heating system which may need replacing. He reported that an estimated cost to correct these deficiencies is \$54,000. Additional renovations to the Market Street apartments and St. John's Cottage were to proceed at a cost of \$70,000. The President reported that if the additional costs of the project cannot be met within the current budget envelope, some of the renovations in Cabot House may have to be postponed. The date for completion of the project is still expected to be 23 July with the official opening of the campus scheduled for 13 September 2002.

5. Enrolment Figures

The President reported that applications for admission and re-admission for the Fall 2002 are up by 5.8% but are down in some areas, in particular, Grenfell College, which is down 9.4%. He reported on major recruitment efforts that have taken place to promote Grenfell, especially through media advertising, high school visits, and efforts in Ontario and New York.

6. 2001-02 Report on Research

The President provided the Board with copies of the 2001-02 Report on Research, which he will be launching in his upcoming addresses to convocation. He noted that it is the

first of what will become an annual report produced by the Vice-President (Research and International Relations). It is intended to heighten awareness of Memorial's major research accomplishments and research activities of faculty, staff and students. The report is also available on the University's website and on CD-ROM.

7. Accreditation - Faculty of Business Administration

The President advised that the Faculty of Business Administration has received full international accreditation by the Association for the Advancement of Collegiate Schools of Business (AACSB-International). He noted that Memorial was the first in Atlantic Canada and one of only eight Schools in Canada to achieve this distinction.

8. Attendance at Meetings

- ▶ The President advised that on 21 - 24 May he attended Team Atlantic Canada meetings in New York where he met with alumni, team members and guidance counsellors.
- ▶ On 6 May he attended a Houston Alumni function with Oceanic.
- ▶ On 26 April he was in Happy Valley - Goose Bay where he attended a meeting of the MUN Melville Alumni Chapter which including a book reading by Kevin Major and a Traditional Auction which raised approximately \$900. He noted that Mr. Kelly had attended this function also.
- ▶ On 24 April he attended the Premier's Advisory Council on Economy and Technology held in St. John's.
- ▶ On 1 May he was in Halifax where he spoke to an NSERC HQP Workshop.

4. FINANCE COMMITTEE MATTERS

A draft of the minutes of the Finance Committee meeting held on 28 May 2002, copies of which were circulated at the meeting, were presented by Mr. Short, Chair of the Committee, and approved by the Board. The following resolutions were passed with respect to the items requiring specific Board approval:

Trudy Pound Curtis, Director of Financial and Administrative Services, joined the meeting and provided assistance in presenting the budget items.

Item A - 2002-2003 Budget Estimates - Memorial University

The Board received and reviewed background information pertaining to the University's budget estimates for the fiscal year 2002-2003. The Board was advised that the Provincial Government had provided an increase in its regular operating and capital grant to the University in the amount of \$8,095,300. This was provided to cover a further 10% reduction in tuition fees, effective 1 September 2002; general salary increases for staff as per the Provincial Government template and annualization costs of MUNFA's prior year increases; and additional funding to cover capital and deferred maintenance needs. The Federal Government also provided a special one-time grant

allocation in the amount of \$3,283,000 to fund the indirect cost of research.

The University is projecting an increase in tuition revenue by a total of \$1,200,000 as a result of an increase in course enrollment for the 2002-03 fiscal year, based on recruitment initiatives and the impact of a change in the provincial Student Aid regulations, which will require students to take a minimum of four courses rather than three to qualify for student aid. After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the Budget Estimates for the fiscal year 2002-2003. The projected estimates for expenditure are \$170,059,000 and the projected estimates for revenue are \$170,816,000, resulting in a projected surplus of \$757,000. The current year's projected surplus will be used to offset the 2001-02 operating deficit of \$757,000.

Item B - 2002-2003 Budget Estimates - Faculty of Medicine

The Board received and reviewed background information pertaining to the budget estimates for the fiscal year 2002-2003 for the Faculty of Medicine. The Board was advised that the Provincial Government had provided an increase in its grant to the Faculty of Medicine in the amount of \$468,900 over the 2001-02 adjusted base of \$19,569,500. The actual amount of the grant approved during 2001-02 was \$19,845,500 but this included one-time capital adjustments of \$276,000 that were not part of the base budget. The increase in the grant was provided to cover the general salary increases for staff as per the Provincial Government template and annualization costs of MUNFA's prior year increases. The projected estimates for expenditure are \$25,342,370 and the projected estimates for revenue are \$24,969,200 resulting in a projected deficit of \$373,170. This deficit is non-recurring resulting from the timing of certain prior year capital expenditures and will be offset by the accumulated surplus of \$474,036 carried forward from 2001-02, leaving a projected surplus of \$100,966 in 2002-03.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the Budget Estimates for the fiscal year 2002-03 for the Faculty of Medicine. The projected estimates for expenditure are \$25,342,370 and the projected estimates for revenue are \$24,969,200 resulting in a projected deficit of \$373,170, which will be offset by the prior year's operating surplus.

Mr. Crosbie left the meeting at 4:15 p.m.

The Chair thanked Ms. Pound-Curtis for her assistance in providing background information on the budget estimates and she left the meeting.

Item C - Tuition Fee Reduction

The Board received and reviewed background information pertaining to this matter. This included correspondence from the Minister of Youth Services and Post Secondary Education requesting the Board to consider a further reduction of 10% in tuition fees for

all domestic undergraduate and graduate programs, effective 1 September 2002, and a further freeze in tuition fees for Marine Institute programs and the Medical School. Government has provided the University with an allotment of \$3.5 million in the 2002-03 budget to implement this reduction. The Board also received a copy of email comments on this matter from Mr. Paddick, who was unable to attend the meeting.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve a 10% reduction in tuition fees, effective 1 September 2002, for Citizens of Canada and Permanent Residents as set out below:

Tuition and Related Fees

1.(c) Undergraduate Students

Fees for Citizens of Canada and Permanent Residents

	<u>FROM</u> \$	<u>TO</u> \$
Fee per credit hour (Courses are three credit hours unless otherwise indicated)	99	89
Co-operative Education work terms	378	340
Technology 4000	1,350	1,215
Maritime Studies 4000	1,350	1,215
Music 141A, 141B, 241A, 241B, 346A, 346B, 446A and 446B (per course)	531	478
Computer Science 3700 (per course)	180	162

3.(b) Graduate Students

Fees Per Semester for Citizens of Canada and Permanent Residents

	<u>FROM</u> \$	<u>TO</u> \$	<u># OF SEMESTERS FEE MUST BE PAID</u>
Masters candidate:			
Plan A	858	772	6
Plan B	569	512	9
Plan C	1,181	1,063	3
Doctor of Philosophy candidate	1,065	959	9
Graduate Diploma candidate	378	340	9

3.(e)The Programme Continuance Fees Per Semester for Citizens of Canada and Permanent Residents are:

	<u>FROM</u> \$	<u>TO</u> \$
Masters candidate	391	352
Doctor of Philosophy candidate	667	600
Graduate Diploma candidate	189	170

Item D - Residence and Meal Plan Rates - 2002-03

The Board received and reviewed background information pertaining to this item and was advised that the increase in residence rates is intended to cover the costs of renovations (apart from the accumulated deferred maintenance items) that are necessary to ensure the health and safety of the residences. The increase in board rates are based on the contract with the catering company.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve a 5% increase in Residence Room Rates and a 3.5% increase in Board Rates for Paton College students, with effect from 1 September 2002, as outlined below:

Paton College - Semester Fees

	<u>2001-2002</u>	<u>Increase</u>	<u>Recommended 2002-2003</u>
<u>Meal Plan:</u>			
10 Meal Plan	\$1,200	\$42 (3.5%)	\$1,242
14 Meal Plan	\$1,297	\$45 (3.5%)	\$1,342
19 Meal Plan	\$1,353	\$47 (3.5%)	\$1,400

Room:

Double Room	\$706	\$35 (5%)	\$741
Single Room	\$872	\$44 (5%)	\$916

Meal and Room Plans:

	<u>2001-2002</u>	<u>Increase</u>	<u>Recommended 2002-2003</u>
10 Meal Plan and Double Room	\$1,906	\$77 (4%)	\$1,983
14 Meal Plan and Double Room	\$2,003	\$80 (4%)	\$2,083
19 Meal Plan and Double Room	\$2,059	\$82 (4%)	\$2,141
10 Meal Plan and Single Room	\$2,072	\$86 (4.1%)	\$2,158

14 Meal Plan and Single Room	\$2,169	\$89 (4.1%)	\$2,258
19 Meal Plan and Single Room	\$2,225	\$91 (4.1%)	\$2,316

Burton's Pond Apartments - Semester Fees

Single Students	\$919	\$46 (5%)	\$965
-----------------	-------	-----------	-------

Baltimore Court - Monthly Fees

Family units	\$575	\$30(5.2%)	\$605
--------------	-------	------------	-------

Item E - MURC Fees

The Board received and reviewed background information pertaining to this item. At its 15 August 2001 meeting the Board approved a mandatory recreation fee of \$40 per semester for students attending classes on the St. John's campus, commencing January 2002. This charge did not apply to students attending intersession and summer session or students enrolled at the Marine Institute.

In a referendum conducted at the Marine Institute, 59.5% of participating MI students supported being charged the mandatory recreation fee of \$40 per semester in return for access to the recreation complex.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve a mandatory recreation fee of \$20 per session for students attending Intersession and/or Summer Session, and a mandatory recreation fee of \$40 per semester for students enrolled in full-semester programs at the Marine Institute.

Item F - Renewal of Employee Assistance Program (EAP) Services

The Board received and reviewed background information pertaining to a recommendation for the renewal of the University's contract with FGI.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the renewal of the University's contract with FGI for the provision of the Employee Assistance Program (EAP) Services for the period commencing 1 June 2002 and ending 31 May 2005, at a cost of \$99,000 per annum.

Glenda Willis, Manager of Benefits and Pensions, joined the meeting and provided assistance in presenting the benefits and pensions items.

Item G - Renewal of University's Health Plan

The Board received and reviewed background information relative to the renewal of the University's Health Plan. The Board also received and reviewed a copy of an email from Ms. Duggan, Chair of the Employee Benefits Committee, expressing her regrets for not being able to attend the meeting along with her comments and input on this item.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the renewal of the University's Health Plan, with no change in existing benefits, on the basis of a 19% increase in premium rate, to be implemented with effect from 1 July 2002. The annual cost to the University of this rate increase is \$486,000. The fiscal cost to the University over the nine month period starting in July will be \$365,000.

The Board further approved a recommendation that the Administration initiate a process under which the feasibility and merit of the various issues raised by the Mercer Report be evaluated prior to next year's Health Plan renewal, and prepare a plan, by the end of this calendar year, to ensure that further escalations in benefit costs are contained on a go-forward basis.

Mr. Crosbie rejoined the meeting at 5:25 p.m.

Item H - Actuarial Valuation of the MUN Pension Plan

The Board received and reviewed background information pertaining to this item. After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the adoption of the "funding" assumptions as recommended by the MUN Pension Plan's actuary (subject to the sensitivity testing of the retirement age assumption and the spread between interest rate and rate of salary increase) for performance of the actuarial valuation at March 31, 2002, as follows (shown in comparison to the December 31, 1999, valuation):

<u>Actuarial Assumptions</u>	<u>March 31, 2002</u>	<u>December 31, 1999</u>
Interest Rate - pre-and-post-retirement	7%	7%
Salary Increase - first year - second year - thereafter	5% 5% 5%	4% 4% 5%
Mortality	Uninsured Pensioners (UP) 1994 (projected to 2010)	Group Annuity Mortality 1983
Terminations	None	None
Retirement Age	50% at earliest age eligible for unreduced pension, 50% at normal retirement age	50% at earliest age eligible for unreduced pension, 50% at normal retirement age
Percent Married	90% of active employees, 80% of retirees	90% of active employees, 80% of retirees
Spousal Age Difference	3 years	3 years

Item I - Policy Governing Contractual Employees Participation in MUN Pension Plan

The Board received and reviewed background information pertaining to recommendations from the Amendments Subcommittee and subsequently the University Pensions Committee regarding this matter. The Board was advised that the associated cost to the University (for matching pension contributions) was estimated at \$300,000 annually in respect of current contractual employees who had previously elected not to participate in the MUN Pension Plan.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents, after review of the Policy Governing Participation of Contractual Employees in the MUN Pension Plan, refer the matter back to the Pensions Committee with a request to review the matter further and to explore other options related to the issue of fairness.

Item K - Matching Pension Contributions - MUNFA Strike

The Board received and reviewed background information pertaining to the issue of employer contributions to the pension fund with reference to MUNFA members' contributions for the period of the Strike 31 October to 12 November 2000. The Board also received a memorandum from the Director of Faculty Relations to the President providing further clarification on this matter.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve a recommendation from the University administration that the University contribute to the pension plan an amount equal to the amount deducted from salaries of MUNFA employees for the period of the strike, adjusted by the performance of the pension fund investments during the period between the end of the strike (12 November 2000) and the present. (That is, if the pension fund investments increased by 3% the University would contribute 103% of the deductions. If the fund investments lost 2%, then 98% of the MUNFA employee deductions would be contributed).

The Board thanked Ms. Willis for her assistance in presenting the pension and benefits items and she left the meeting.

Item L - Financing for Renovation of Space Occupied by Department of Education - Student Aid Division

The Board received and reviewed background information pertaining to a proposal from the Department of Education to finance renovations and general upgrades to space occupied by their Student Aid Division located in Coughlin College in the amount of \$120,000. Renovations will be amortized over a ten-year period through an extension to the current lease agreement and ending 30 November 2012. The lease terms will include an amortization schedule that identifies the leasehold payback required at any point should the lease be terminated prior to November 2012. Interest rates will be based on market rates as determined by the Investment Committee.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the proposal to finance the renovation of space occupied by the Department of Education, Student Aid Division, in the amount of \$120,000 through the Pooled Investment Fund. The loan rate will be based on current market rates for a term not to exceed ten years.

Item M - Program Fee for MBA (Executive Option) Business Administration

The Board received and reviewed background information pertaining to this item which included the rationale for implementing the program fee. The Board also received a copy of email comments in support of this matter from Mr. Paddick, who was unable to attend the meeting.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve a program fee of \$7,000 per semester for four semesters for the Executive Option of the MBA degree in the Faculty of Business Administration, to be implemented in the 2002-03

academic year.

Item N - 2001-2002 Traffic Control and Parking Regulations

The Board received and reviewed correspondence from the Director of Facilities Management outlining the proposed amendments to the current regulations for the Control of Vehicular Traffic and Parking along with an explanation of the amendments.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the amendments to the 2001-2002 Traffic Control and Parking Regulations which are detailed in a memorandum from the Director of Facilities Management dated 23 April 2002.

Item O - Annual Report of Leased Space

The Board received and reviewed a report prepared by the Department of Facilities Management summarizing information on all property lease agreements of Memorial University. These leases cover agreements for external space occupied by the University as well as space Memorial has leased to other organizations. This report was submitted for information.

5. APPOINTMENTS COMMITTEE REPORT

The Board received and reviewed two reports of the Appointments Committee meetings held on 24 April and 28 May 2002, which were presented by Ms. Aylward, Chair of the Committee, and approved by the Board. The Board also received an addendum to the Report of the Appointments Committee meeting held on 28 May 2002, which was approved by the Board.

6. LABOUR RELATIONS MATTERS

The Board received and reviewed a report regarding the status of collective bargaining with CUPE Local 1615. Mr. Thistle reported that while progress has been made in a number of administrative clauses and other, significant areas of mutual interest, a number of important items remain outstanding. Negotiations have recently taken on an element of positional bargaining. Issues of pension indexing, splitting the pension plan and joint trusteeship as well as health insurance and benefit plans remain a high priority for CUPE. The University has indicated their intention not to negotiate benefit and pension issues but to refer them to the University Pensions, the Ad Hoc Pensions and the Employee Benefits Committees as the proper forums.

Dr. Meisen reported on MUNFA negotiations advising that the University is preparing its position on the different sections of the collective agreement which will be re-opened. A further report will be made to the Labour Relations Committee.

7. CAMPUS PLANNING AND DEVELOPMENT REPORT

The Board received and reviewed the minutes of the Campus Planning and Development Committee meeting held on 28 May 2002, which were presented by Mr. Kelly, Chair of the Committee, and approved by the Board. There were no items requiring specific approval of the Board.

8. SENATE MATTERS

The Board received and reviewed two Reports of items considered at Senate meetings held on 12 March and 9 April 2002. Approval was given to the following items requiring Board approval under Section 56(h) (courses of study) and 56(s) (making or altering a rule or regulation) of the Act:

Item 77 -Report of the Senate Committee on Undergraduate Studies
School of Nursing - Calendar Change

Item 85 -Report of the Senate Committee on Undergraduate Studies
Faculty of Education - Calendar Change
School of Human Kinetics and Recreation - Calendar Change

9. CORRESPONDENCE

The Board received and reviewed correspondence from the Chair as follows:

- (a) To Tom Duggan, Vice-President (External) MUNSU, dated 5 April 2002, regarding a petition with respect to the mandatory recreational fee.
- (b) To Edward Smith, Corner Brook, dated 17 April 2002, regarding the matter of the establishment of the Institute of Biodiversity and Ecosystem Science.
- (c) To Dr. June Harris, Faculty of Medicine, dated 2 May 2002, regarding the matter of the University name change.
- (d) To Kirk Wiseman, Past President of MUNSU, dated 22 May 2002, regarding the appointment of a student representative to the Board of Regents.

ADJOURNMENT

The Chair reminded members that the next meeting of the Board of Regents will be held in Terra Nova on 24, 25 and 26 July, 2002. The meeting adjourned at 6:15 p.m.