

**MEMORIAL UNIVERSITY OF NEWFOUNDLAND**

**BOARD OF REGENTS**

A meeting of the Board of Regents was held on Tuesday, May 27, 2003, in the Board Room of the University at 2:30 p.m.

**PRESENT:**

Chris Decker, Chair  
Dr. Georgina Hedges, Vice-Chair  
Dr. Axel Meisen, President and Vice-Chancellor  
Dr. Evan Simpson, Vice President (Academic) and Pro Vice-Chancellor  
Gail Aylward  
Lisa Browne  
Hayward Blake  
Sharon Duggan  
Leslie Galway  
Ed Kelly  
Dr. Brendan Lewis  
Earl Ludlow  
Joan Pinsent  
Darlene Russell  
Harvey Short  
Kathryn Small  
Lorelei Stanley-Newton  
Susan Wood  
Eleanor Bennett, Secretary

**APOLOGIES:** John Crosbie, Chancellor, Leigh Borden, Calvin Butt, Samuel Chaulk, Dorothy George, Nancy Kelly, David Porter and Andrea Quinlan.

**PRESENT BY INVITATION:** Glenn Collins, Acting Vice-President (Administration and Finance).

**1. MINUTES**

The minutes of the regular meeting of the Board of Regents, held on March 27, 2003, copies of which were circulated prior to the meeting, were approved by the Board.

**2. CHAIR'S REMARKS**

**1. New Regents appointed by Lieutenant-Governor in Council**

The Chair welcomed Ms. Galway to her first meeting and wished her a successful term as a Regent. Her term is for the period commencing April 1, 2003 and ending October 21, 2005. Ms. Galway had agreed to

serve on the Finance and Labour Relations Committees.

Mr. David Porter, who was unable to attend this meeting, had also been appointed as a Regents. His term is for the period commencing April 1, 2003 and ending October 14, 2003.

## 2. Tentative Schedule for July Meeting

Distributed at the meeting was a tentative schedule for the Board meeting to be held in St. Anthony from July 23<sup>rd</sup> to 25<sup>th</sup>.

### **3. PRESIDENT'S REPORT**

#### 1. Activity Report

- ▶ March 31<sup>st</sup> - The President met with the Honourable Walter Noel, Minister of Mines and Energy, and the Honourable Robert Mercer, Minister of Environment, Deputy Ministers Brian Maynard and Paul Dean, and Professor Brad de Young concerning joint initiatives between their departments and the university on the subjects of climate change and the Kyoto Accord.
- ▶ April 2<sup>nd</sup> and 3<sup>rd</sup> - The President visited the Harlow Campus. He attended meetings with Business students and faculty from the International University (Germany) and Memorial. He also met with interns in Education.
- ▶ While in the UK, he went to Southampton and met with representatives from the University of Portsmouth, Southampton Oceanography Centre and the University of Southampton for the purpose of developing joint activities.
- ▶ The President and representatives of the senior administration met with the members of the Royal Commission on Renewing and Strengthening our Place in Canada. He noted that the Commissioners were very aware of the importance of Memorial University's role in the social, cultural, scientific and economic development of the Province and Canada.
- ▶ April 22<sup>nd</sup> - Grand Falls-Windsor

The President participated in a sign unveiling ceremony at the College of the North Atlantic campus. The sign was erected to mark the increasing collaboration between the University and CONA and the expanding number of programs being offered in the area.

He spoke at the Chamber of Commerce luncheon meeting which was attended by members of the Grand Falls Chamber of Commerce, Rotary Club and Kiwanis Club.

He visited the Abitibi Mill and met with its General Manager. He noted that 2005 marks the 100<sup>th</sup> anniversary of the Mill and the University will assist by providing information from our library.

He also hosted a lecturer with Dr. Wilf Nichols, Director of the MUN Botanical Gardens, and a reception for alumni and friends.

He thanked Dr. Hedges for her participation and leadership in these events.

- ▶ April 25<sup>th</sup> - The President spoke at St. John's Rotary Club Breakfast at the Fairmont Newfoundland.
- ▶ May 5<sup>th</sup> - The President participated in the Offshore Technology conference held in Houston, Texas, the Premier's luncheon and meetings with petroleum industry representatives to profile the University and build support for oil and gas initiatives.
- ▶ May 8<sup>th</sup> - He visited the Bonne Bay Marine Station. He noted that they are anxious to integrate the research facility with community offerings such as tourist programs and other programs in general.
- ▶ May 9<sup>th</sup> - He attended the convocation ceremony at Sir Wilfred Grenfell College where Ms. Donna Butt received an honorary doctor of laws degree.
- ▶ May 22<sup>nd</sup> - He gave the keynote address to the School Administrators Council at a luncheon held in Terra Nova. He provided an overview of the University and in particular the Faculty of Education's outreach programs.
- ▶ The President noted several ongoing important issues regarding the budget, emphasis on student recruitment, and searches for a Vice-President (Academic) and a Vice-President (Administration and Finance).

## 2. Application Summary Report - Fall 2003

The Board received and reviewed a summary report of Undergraduate Applications for the 2003 Fall Semester. The following observations were noted:

- ▶ An overall increase in total application numbers for all groups (New, Transfer and Re-admission) with minor variations per campus;
- ▶ A slight increase (1.9%) in overall application numbers for the current Newfoundland High School applicant category, however, a decline in the number of these applicants selecting the St. John's campus;

- ▶ A significant increase in applications from Ontario;
- ▶ A modest increase in the number of international applicants.

Dr. Meisen noted that the numbers overall are encouraging.

### 3. Appointments - Board of Memorial University Recreation Complex (MURC)

The Board received and reviewed background information pertaining to appointments to the Board of Directors of the Memorial University Recreation Centre (MURC).

After discussion the following resolution was passed:

#### **RESOLVED:**

That the Board of Regents approve the following appointments to the Board of Directors of the Memorial University Recreation Complex, with effect from May 31, 2003:

1. Ms. Gwyneth Pryse-Phillips, representing the GSU, for a one-year term;
2. Mr. Luke Gaulton, representing MUNSU, for a one-year term;
3. Mr. Joel Harding, representing MISU, for a one-year term;
4. Dr. Wayne Ludlow, for a three year term.

Mr. Ludlow declared a conflict of interest with this item and abstained from voting.

### 4. Revenue Generation within Faculties and Institutes: A Pilot Project

The Board received and reviewed background information pertaining to this item. The Board was advised that academic units of the University are encouraged to engage in revenue generation provided it is consistent with their academic mission and it benefits the University and the community. Certain institutional policies and practices can frustrate this objective and innovation. The challenges have been particularly acute within the P.J. Gardiner Institute for Enterprise and Entrepreneurship. The general difficulty is that the financial and human resources (HR) policies are appropriately predicated upon the benefits of predictability and standardization, whereas successful revenue-generating activity may require novel activities that established practices do not easily accommodate. In order to understand these conflicts better, the Senior Executive Committee has endorsed a pilot project, granting the P.J.

Gardiner Institute exemption from standard financial and HR policies. This pilot project will provide practical research cases for the Standing Committee on Revenue Generation. The committee will evaluate the opportunities and challenges encountered and utilize those findings as it compiles its final report and recommendations to the Senior Executive Committee.

After discussion the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve a pilot project granting the P.J. Gardiner Institute exemption from standard financial and Human Resources (HR) policies for a period of one year from June 2003, within the following parameters:

1. Exemptions will be applied only in situations where standard policies do not allow prompt execution of obligations to outside clients and funding agencies.
2. Exemptions will be allowed only when they are approved by the Director of the P.J. Gardiner Institute and the Dean of the Faculty of Business Administration, and reviewed by the P.J. Gardiner Institute staff accountant to ensure compliance with standard accounting practices and protocols. A staff accountant in the Department of Financial and Administrative Services, and a colleague in the Department of Human Resources will be appointed as consultants to the P.J. Gardiner Institute to offer advice and assistance as requested. Exemptions will be documented and reported quarterly to the Vice-President (Academic).
3. A presentation will be made to the Board of Regents at the conclusion of the pilot project.

**5. Administrative Restructuring - Faculty of Business Administration**

The Board received and reviewed background information concerning an administrative restructuring in the Faculty of Business Administration, in particular regarding Associate Dean positions. The Board was advised that the changes will be essentially cost neutral. After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve an administrative restructuring in the Faculty of Business Administration to replace the current three associate dean positions with an Associate Dean (Research) and an Associate Dean

(Academic).

#### 6. Clarification of the Name, Structure and Permanent Status - Office of Student Recruitment

The Board received and reviewed background information relative to the clarification of the name, structure and permanent status of the Office of Student Recruitment. After discussion, the following resolution was passed:

#### **RESOLVED:**

That the Board of Regents approve the following changes related to undergraduate student recruitment:

1. Recognize the Office of Student Recruitment as a permanent unit reporting to the Associate Vice-President (Academic).
2. Rename the "Office of Student Recruitment and Promotion" to the "Office of Student Recruitment."

#### **4. FINANCE COMMITTEE**

A draft of the Minutes of the Finance Committee meeting held on May 27, 2003, copies of which were circulated at the meeting, was 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:

#### Item A - Budget Estimates 2003-2004

The Board received and reviewed background material pertaining to the budget estimates for the fiscal year 2003-2004. The Board was advised that the University has received its grant allocation for the 2003-04 fiscal year. The Provincial Government has provided an increase in the Government grant in the amount of \$13,100,200. The increase in the grant was provided to cover a further 5% tuition fee reduction, general salary increases for staff, 75% of step increases for faculty and staff plus additional funding to cover deferred maintenance needs. The Federal Government was expected to provide a special grant amounting to approximately \$3,500,000 to fund the indirect cost of research.

The current estimates for expenditure are \$185,523,000 and the estimates for revenue are \$184,359,000 resulting in a potential deficit of \$1,164,000. The administration has the view that the potential deficit can be eliminated by expenditure reductions and increasing revenues, particularly tuition revenues.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the estimates as presented, for the fiscal year 2003-2004, with the proviso that action be taken by the time of the July Board meeting to eliminate the potential budget deficit.

Item B - Estimates 2003-2004 – Faculty of Medicine

The Board received and reviewed background material pertaining to the budget estimates for the fiscal year 2003-2004 for the Faculty of Medicine. The Board was advised that the estimates for revenue and expenditure are \$25,989,131 resulting in a balanced budget for the fiscal year 2003-2004. After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve Faculty of Medicine budget estimates for the fiscal year 2003-2004 as presented.

Item C - Reduction in Tuition Fees

The Board received and reviewed background material pertaining to a request from the Provincial Government to consider a further tuition fee reduction of 5% with effect from September 1, 2003. Government committed to reimburse the university for revenues forfeited by such a reduction.

The Board was advised that tuition fees typically generate about \$41 million annually and are used to cover operating costs, including increases resulting from salary steps and inflation, and new initiatives. While government has provided funding to cover revenues forfeited by tuition reductions since 2001, to date it has not provided funding to cover revenues forfeited from tuition increases that the university likely would have implemented to cover these increasing operating costs. At present Memorial's undergraduate tuition fees (\$2,670 per year) are the lowest in Atlantic Canada and the second lowest in Canada, and, on average, fees in the region have increased an average of 25.8% over the past five years.

The university administration is concerned that continuing tuition reductions without sufficient government funding to fully offset forfeited revenues will have serious negative impacts: deterioration in the range and quality of programs, the educational experiences for students, and competitiveness in salaries and work environment for faculty and staff. Further there is concern that a pattern of reducing fees does not support the university's marketing message that Memorial offers high quality education.

The administration recommended that government be engaged in

discussions to provide supplementary funding to fully cover the cost of salary step increases for 2003-04, and to support some of the new initiatives that were set out in the university's submission to government. The administration is committed to the development of new strategies to communicate tuition fee information that reflects the high quality and value of a Memorial education.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents,

1. Approve a 5% reduction in tuition fees, effective September 1, 2003, in accordance with the scheduled provided by the administration;
2. Communicate this decision and its anticipated negative impact on the university's operations to the Provincial government; and
3. Seek to engage the provincial government in a discussion on strategies to ameliorate these impacts, through the offices of the Chair of the Board of Regents and the President.

**Item D - Residence Room Fees - St. John's Campus 2003-2004**

The Board received and reviewed background information pertaining to an increase in the student residence room fees at the St. John's campus for 2003-2004. The Board was advised that the proposed increase would cover expenditures related to deferred maintenance, purchases of furniture and equipment, and a potential change to purchase lower sulfur fuels for heating the residences. Student representatives from various residence units were consulted and when presented with two options, the majority of students present chose a uniform 5% increase for all students rather than one that would have increased the differential cost between single and double rooms. A 5% increase would generate \$130,000 per annum and balance the anticipated increased expenditures.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve a 5% increase in Residence Room rates for the St. John's campus, effective September 1, 2003.

**Item E - Fee Increase - Dorm Residence - SWGC**

The Board received and reviewed background information pertaining to

a proposed fee increase for dorm residences at Sir Wilfred Grenfell College. The Board was advised that there is a need to expand bandwidth in order to maintain the quality of internet access in the old residences. The Residence Council at the College was consulted and is supportive of a proposed fee increase of \$30 per student per semester to pay for the expanded bandwidth.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve an increase of \$30 per student per semester in the Room and Bachelor Unit fees in the Dorm Residence at Sir Wilfred Grenfell College, with effect from September 2003, to cover the cost of purchasing 2 meg of bandwidth.

**Item F - Fee Increase - Student Health Plan - SWGC**

The Board received and reviewed background information pertaining to a proposed increase in the Health Plan fees at Sir Wilfred Grenfell College to cover the increased costs of the student health plan. The Board was advised that the Grenfell College Students' Union held a referendum proposing a \$4 increase for full-time students effective Fall 2003, which was supported by the majority of students who voted in the referendum. It was noted that each student union administers its own health care plan.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve a \$4 increase in the Student Health Plan at Sir Wilfred Grenfell College, effective September 2003.

**Item G - Rates of Pay - Resident Assistants & Proctors - SWGC**

The Board received and reviewed background information pertaining to a proposed increase in the stipends paid to Resident Assistants and Proctors at Sir Wilfred Grenfell College. The Board was advised that rates of pay for Resident Assistants have not changed at Grenfell since 1995, while duties and responsibilities have expanded to include more programming and floor activities.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the following rates of pay for Resident Assistants and Proctors at Sir Wilfred

Grenfell College, effective September 1, 2003:

1. \$100 per semester increase in the stipends paid to Resident Assistants, raising the stipends to \$400.
2. \$1,500 per semester as the stipend for the Proctorship in the dorm residence.
3. \$1,000 per semester as the stipend for the Proctors in the chalet apartments.

Item H - Adjustment of Tuition Fees - Maritime Studies 4100/4200 and Technology 4100/4200

The Board received and reviewed background information pertaining to a recommendation for an adjustment of tuition fees for Maritime Studies 4100/4200 and Technology 4100/4200. It was noted that adopting the resolution would not change the total cost to students.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve an adjustment to the tuition fee for Maritime Studies 4100 (1 credit hour) and Technology 4100 (1 credit hour) to \$85; and an adjustment to the tuition fee for Maritime Studies 4200 and Technology 4200 to \$1,069, with effect from September 2003.

Item I - Establishment of Fees - Special International Nursing Program

The Board received and reviewed background information pertaining to the establishment of fees for a special international Nursing program. The Board was advised that the School of Nursing and Distance Education and Learning Technologies have negotiated a tentative agreement with American Learning Solutions (ALS) for ALS to act as an agent for recruiting American students into the BN (Post-RN) Program. Up to 70 RNs will be admitted each semester, commencing in the Fall 2003, for six semesters in payment for a tuition fee of \$924 US for each three-credit course in 2003-2004. The fee for Distance Education is built into the per course charge as well as an agent's fee of 20% for ALS. The program will be offered entirely by distance and has been priced to be competitive with similar US programs. At present the BN (Post-RN) program courses are operating at less than 50% capacity.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve a fee of \$924 US per three-credit course in 2003-2004 for US students enrolled

in the BN (Post-RN) Program by distance education.

Item J - Special Program Fees - Memorial University Programs Offered Abroad

The Board received and reviewed background information pertaining to special program fees for Memorial University programs offered at the Harlow campus and other overseas locations. The Board was advised that students pay the regular tuition fee for each course offered and, in addition, pay a special program fee to cover the costs of site visits, field trips, museum and theatre visits, etc. which the instructor (s) deem essential to the overseas program. The special program fees range from \$800 to \$1,500 and vary from semester to semester. By delegating the determination of this fee to the Associate Vice-President (Academic), the Board would facilitate the administration of overseas programs. Building these fees into the formal fee structure for overseas programs would also enable the University to issue T-2002A tax forms to students, allowing the program fee to be a deductible expenses.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents delegate to the Associate Vice-President (Academic) approval of special program fees for Memorial University regular programs that will be offered at overseas sites.

Item K - Delivery Fees - Distance Education Courses

The Board received and reviewed background information pertaining to an increase in distance education fees. The Board was advised that students in distance education courses are assessed a delivery fee of \$12 per credit hour (\$24 for international students). The fee was meant to cover the cost of course materials, postage, invigilation, student services, etc., but it no longer does so. The discrepancy is particularly great for students outside Newfoundland and Labrador because of the higher costs of postage and invigilation. The ability of the Division of Distance Education and Learning Technology (DELT) to provide distance education in a way that is financially viable for the University is further comprised by increasingly frequent requests to defer exams or exchange exam venues for personal reasons. Honouring each such request costs on average \$65 and \$50, respectively.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the following changes to the fee structure for Distance Education students and Distance Education courses, with effect from September

2003:

1. Increase the basic Distance Education administration fee for students in Newfoundland and Labrador from \$12 to \$17 per credit hour.
2. Increase the basic Distance Education administration fee for out-of-province addresses from \$24 to \$34 per credit hour.
3. Implement a deferred exam fee of \$65 per exam.
4. Implement a change of location fee of \$50 per exam.

Item L - Project Budget - INCO Innovation Centre

The Board received and reviewed background information pertaining to the capital budget of the INCO Innovation Centre (IIC). The President agreed to provide an update on this matter at the July Board meeting.

Item M - Reorganization/Restructuring - University Relations

The Board received and reviewed background material regarding a proposal to create a university marketing capacity and to reorganize the Division of University Relations in order to undertake marketing. Estimated annual salary costs associated with the proposed reorganization was included in the submission. The Board was advised that once the establishment of the positions, their operational funding will be addressed in the 2003-2004 budget process. Until the 2003-2004 budget is approved, no additional expenditures are authorized for marketing and communications.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the changes with respect to the creation of a university marketing capacity and the reorganization of the Division of University Relations in order to undertake marketing.

Item N - Deletion of Position - Faculty of Medicine

The Board received and reviewed background information pertaining to the deletion of a position in the Faculty of Medicine.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve the deletion of the

following permanent staff position in the Faculty of Medicine:

MED-063 - Immunology Technologist III

#### **4. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

The Board received and reviewed the Minutes of the Campus Planning and Development Committee meetings held on April 10, 2003 and April 21, 2003. They were presented by Mr. Kelly, Chair of the Committee, and accepted by the Board.

The Board was reminded that at its March 27, 2003 meeting, it delegated authority to the Campus Planning and Development Committee for the selection of the Architectural/Engineering Consulting Services for the Exhibition Centre in Corner Brook. The Board was advised that the Committee, after meetings held on April 10 and April 21, 2003, selected Sheppard Case Architects Inc. as the Prime Consultants for the detailed Architectural/Engineering Consulting Services for the Exhibition Centre in Corner Brook.

The Board also received and reviewed a status report on the progress of the following Capital Projects:

- ▶ INCO Innovation Centre
- ▶ Residence Expansion Feasibility Study - St. John's campus
- ▶ Sir Wilfred Grenfell College Exhibition Centre
- ▶ Sciences Research Building
- ▶ Queen Elizabeth II Library Renovations

#### **5. APPOINTMENTS COMMITTEE**

The Board received and reviewed Reports of meetings of the Appointments Committee held on April 29, 2003 and May 27, 2003. They were presented by Ms. Aylward, Chair of the Committee, and approved by the Board.

During an ensuing discussion, it was noted that several senior management personnel have left the University recently. It was agreed that some time would be designated at the July Board meeting to discuss this matter further.

#### **6. LABOUR RELATIONS MATTER**

Dr. Meisen provided an update on negotiations with MUNFA. He advised that MUNFA has been offered the Government template with regard to compensation matters. The University has combined the compensation offer with non-salaried items such as workload. MUNFA has been asked to review the University's offer as a total package.

## **7. PENSION COMMITTEE MATTER**

The Board received and reviewed a submission from the University Pensions Committee regarding a change in the Integration Schedule of the Memorial University Pension Plan with the Canada Pension Plan (CPP).

After discussion, and on the recommendation of the University Pensions Committee, the following resolution was passed:

### **RESOLVED:**

That the Board of Regents approve the following relative to the integration of Memorial University Pension Plan benefits with the Canada Pension Plan (CPP):

1. That the integration formula be applied to benefits under the Memorial University Pension Plan at age 65 irrespective of whether the retiree chooses to receive CPP benefits at an earlier date, and further, that this provision be effective from November 2002 (following the resolution of the October 2002 meeting of the University Pensions Committee); and
2. That the above-noted provision also be applicable to all retirees currently below the age of 65 (i.e., that those retirees would have the early integration reversed)

Approval of the above is given with the proviso that any reversal of the integration formula for retirees already in receipt of early CPP benefits be made in consultation with and upon consent of individual retirees.

## **9. SENATE MATTERS**

The Board received copies of the minutes of Senate meetings held on April 8, 2003 and May 13, 2003. 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:

### **April 8, 2003 Meeting:**

- |         |   |
|---------|---|
| Item 81 | Report of the Senate Committee on Undergraduate Studies (No. 81.1)          |
| Item 82 | Report of the Academic Council of the School of Graduate Studies (No. 82.1) |

### **May 13, 2003 Meeting:**

Item 93 Report of the Senate Committee on Undergraduate Studies (Item 93.1 and 93.2)

Item 94 Report of the Academic Council of the School of Graduate Studies (Item 94.1 to 94.3)

#### Awarding of Title - Professor Emeritus

The Board received and reviewed background information pertaining to a Senate recommendation that the title of Professor Emeritus be awarded to the following retired members of faculty who have given the University outstanding service within their particular faculties and are scholars of outstanding note.

The following resolution was passed:

#### **RESOLVED:**

That the Board of Regents approve a recommendation from Senate that the title of Professor Emeritus be awarded to the following individuals:

- ▶ Dr. Gerard Bassler
- ▶ Dr. George Fodor
- ▶ Dr. A. Maxwell House
- ▶ Dr. Rasul Khan

### **10. AD HOC BENEFITS COMMITTEE REPORT**

Ms. Duggan, Chair of the Ad Hoc Benefits Committee, provided the Board with a verbal report of the meeting of the Committee held on May 27, 2003. She reported that the Committee had received and reviewed written submissions from CUPE, MUNFA and the Pensioners' Association with respect to the Committee's request for feedback on the preliminary draft report of the Group Benefits Program Review. She noted that the major underlying theme in all three submissions advocated no reduction or change in the current benefits or the cost-sharing formula.

Ms. Duggan noted that the whole issue of employee benefits as well as the alternatives might be a matter on which the Board could have some further discussion at the July Board meeting.

### **11. SEPARATELY INCORPORATED ENTITIES COMMITTEE REPORT**

Dr. Hedges, Chair of the SIE Committee, presented a verbal report of the meeting held on May 26, 2003. She reported that the Committee received and reviewed several documents which the committee had requested Maureen Ryan to draft for its consideration. There still remained some issues with these and Ms. Ryan was asked to provide further revisions. The Committee agreed that Mr. Collins and Brian

Colbourne, Director of Financial and Administrative Services, would contact the SIEs, with the exception of C-CORE, to obtain feedback on the draft documents. She also noted that she and Dr. Meisen are arranging to meet with the Chair of the Board of C-CORE to discuss outstanding issues relative to the University's unique relationship with them.

## **12. OTHER MATTERS**

### **1. Correspondence**

A letter dated May 20, 2003 from Dr. Aboulazm had been circulated at the meeting. The President circulated a draft reply for the Board's review. After discussion, the President was authorized to send the reply on behalf of the Board to Dr. Aboulazm.

### **2. Board Meeting Dates for 2004**

A list of suggested dates for Board meetings for 2004 was circulated for the Board's consideration and approved as follows:

- ▶ Thursday, February 5, 2004 (To be held in Corner Brook)
- ▶ Thursday, March 25, 2004
- ▶ Tuesday, May 25, 2004 (To coincide with Spring Convocation)
- ▶ Wednesday, Thursday and Friday, July 21, 22, 23, 2004 (Summer Meeting/Retreat)
- ▶ Thursday, September 9, 2004
- ▶ Thursday, October 14, 2003 (To coincide with Fall Convocation)
- ▶ Thursday, December 9, 2004

Ms. Stanley-Newton left the meeting at 4:50 p.m.

## **13. PRESENTATION BY DEANS**

Dr. Meisen noted that the academic Deans and Directors group had expressed a wish to address the Board and present important issues relative to their respective areas and the University as a whole. He advised that this will be the first presentation in a series of meetings between the group and the Board of Regents.

The Board welcomed to the meeting Dr. Ian Bowmer, Dean of Medicine, Dr. David Graham, Dean of Arts, Dr. Chet Jablonski, Dean of Graduate Studies, and Dr. Robert Lucas, Dean of Science. They provided a power-point presentation entitled "Increasing Graduate Enrolments, the Need for Institutional Change".

Following the presentation and a question and answer session the Board thanked the Deans for their very informative presentation.

**ADJOURNMENT**

The meeting adjourned at 5:50 p.m.