

**MEMORIAL UNIVERSITY OF NEWFOUNDLAND**

**BOARD OF REGENTS**

The regular meeting of the Board of Regents was held on Thursday, September 14, 2006 in the Port au Port Room of the Holiday Inn in Stephenville at 9:00 a.m.

**PRESENT:**

Dr. Georgina Hedges, Vice-Chair  
Dr. John Crosbie, Chancellor  
Dr. Axel Meisen, President and Vice-Chancellor  
Dr. Eddy Campbell, Vice-President (Academic)  
Ms. Gail Aylward  
Ms. Mary Broderick  
Ms. Ruth Canning  
Dr. Wynanne Downer  
Mr. Earl Ludlow  
Ms. Pat Coish-Snow  
Mr. Anas El-Aneed  
Ms. Deanne Fleet  
Mr. Harvey Short  
Ms. Eleanor Swanson  
Mr. Stephen Winsor  
Ms. Eleanor Bennett, Secretary

**APOLOGIES:** Mr. Steven Cranford, Ms. Sharon Duggan, Ms. Dorothy George, Ms. Ann Marie Hann, Dr. Brendan Lewis, Ms. Meghan Mitchell, Mr. Douglas Moores, Ms. Joan Pinsent, Mr. Dave Porter, and Ms. Darlene Russell.

**ABSENCE OF A CHAIR**

Due to the vacancy in the office of the Chair of the Board of Regents, Dr. Georgina Hedges, Vice-Chair of the Board, acted as Chair.

**PRESENT BY INVITATION:** Mr. Darrell Miles, Acting Vice-President (Administration and Finance) and Ms. Debbie Collis, Acting Director of Financial and Administrative Services.

**1. MINUTES**

The Minutes of the regular meeting of the Board of Regents held on July 20, 2006, copies of which were circulated prior to the meeting, were

approved by the Board.

1. Minute 5273 - Item 2969 - Renewal of International Student Emergency Health Coverage

At the July 20, 2006 meeting of the Board this matter was deferred to the University Administration who was authorized to make the final decision after taking into consideration concerns expressed by Mr. El-Aneed and prior to the expiry date of August 31, 2006.

The Board was advised that the Administration approved the recommended rates for International Student Emergency Health Coverage as recommended. The approval was made after gathering additional information and further consultation with the International Student Health Committee.

The rates approved are as follows:

	<b>CURRENT</b>	<b>RECOMMENDED</b>	
	<b>2004-2006</b>	<b>2006-2007</b>	<b>2007-2008</b>
Single student	\$610	\$675.25	\$711.75
Family (couples)	\$1,210	\$1,350.00	\$1,423.50
Family (couple +1)	\$1,810	\$2,025.75	\$2,135.75

**2. CHAIR'S REPORT**

1. Congratulations to Ms. Hann

The Board offered its congratulations to Ms. Hann on being recently appointed Managing Director of Propane Gas Association of Canada Inc.

2. Outgoing Regents to be Recognized

Dr. Hedges advised the Board that the outgoing Regents would be recognized for their service at a dinner following the next Board meeting on October 19<sup>th</sup>.

3. Inventory of University Policies

The Board received and reviewed background information pertaining to this item. Dr. Hedges advised the Board that in accordance with the

Memorial University Act, the policies and any changes to the policies, which govern the operations of the University Administration in relation to students, faculty, and staff, must be approved by the Board of Regents. In addition, the Board had adopted certain policies which govern its own operations. To date, the documents relating to these policies have not been captured in a single inventory, are not printed annually, and are not comprehensively reviewed. As a consequence, the policies and procedures are written in varying styles, can be difficult to access, may not be fully consistent with each other, and exhibit gaps.

After discussion, the following resolution was passed:

**RESOLVED:**

That, the Board of Regents approves the establishment of two small task forces, under the general direction of the Acting Chair of the Board of Regents and the President to:

1. Assemble and make readily available policies and related procedures which govern the operations of:
  - (a) the Board of Regents (Membership: Acting Chair of the Board of Regents, Secretary of the Board of Regents, University Registrar, support staff)
  - (b) The University (Membership: President and Vice-Chancellor, Vice-President (Administration and Finance), University Registrar, support staff)
2. Evaluate the policies and related procedures with the view of ensuring their clarity, consistency and harmonization.

**3. TRANSPARENCY AND ACCOUNTABILITY ACT**

1. 2005-06 Annual Report to Government

The Board received and reviewed a draft 2005-06 Annual Report to Government. They were advised that under the *Transparency and Accountability Act* of the Province, the University is considered a Category 1 Entity and is required to file an annual report with Government for tabling in the House of Assembly. Under the *Act* the University is required to file a strategic plan every three years and report on progress

towards established goals and objectives on an annual basis.

The Board was advised that the University is in the process of creating a Strategic Plan, which must be submitted to Government by March 31, 2007. Given the disconnect in timing, the University Administration chose to provide a final report on achieving the goals of the Strategic Framework that was adopted by the University for the years 2000 to 2005. It will focus on the major strategic objectives achieved during this period, with particular emphasis on highlights from 2005-06 fiscal year.

The President advised the Board of the process and requested any comments on the report.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the Draft 2005-06 Annual Report to Government and, once finalized, approves that it be filed with the Minister of Education for tabling in the House of Assembly.

**2. 2005-06 Annual Report to Government of the Memorial University Pension Plan**

The Board received and reviewed a Draft 2005-06 Annual Report of the Memorial University Pension Plan. The Board was advised that under the *Transparency and Accountability Act* the Memorial University Pension Plan is considered a Category 3 Entity, and, as such, is required to file an Annual Report with Government for tabling in the House of Assembly. The first filing occurred in September 2005 for the fiscal year 2004-05. The report provides general information on plan administration, investment performance and significant activities during the year. It also includes the latest actuarial valuation results of the plan and the Draft Audited Financial Statements, both prepared as at March 31 2006.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the Draft 2005-06 Annual Report of the Memorial University Pension Plan and, once finalized, approves that it be filed with the Minister of Education for tabling in the House of Assembly.

#### **4. PRESIDENT'S REPORT**

##### 1. Activity Update

Dr. Meisen reported on a number of activities with which he was involved since the last Board meeting.

Aug. 9-10 He travelled to Halifax for the Atlantic Universities Presidents meeting. Also met with the Honourable Monte Solberg, Canadian Minister of Citizenship and Immigration, regarding international student issues.

Aug. 29 He met with Minister Burke and presented her with the University's View Books. In addition, he had a private meeting with her regarding Board of Regents membership, Sir Wilfred Grenfell College Governance and provided a briefing on the Katz Report.

Sept. 2-5 He provided an official welcome to parents at orientation and gave a Memorial welcome to students at the orientation welcoming ceremony. Also attended the orientation for new faculty and gave a power point presentation.

Sept. 11 He attended the Chancellor's dinner and subsequent concert dedicated to the re-opening of the D.F. Cook Recital Hall.

##### 2. Update on Research Integrity

Dr. Meisen advised the Board that Dr. Pencharz has commenced his review of research integrity pertaining to the University. His examination will be in two parts: (1) examine Memorial's policies, processes and initiatives regarding research integrity for the period of the early 1990s to the present, and (2) to make recommendations on measures that should be taken by the University to strengthen research integrity and to make recommendations for action at the national level.

Dr. Meisen reported that he anticipates that the report will be written in such a way that it will be able to go in the public domain. He further noted that he anticipated that the report will be received by the end of the calendar year.

##### 3. Update on Marketing Strategy

Dr. Meisen updated the Board on the Marketing Strategy/Branding issue. He reported that following the July 20, 2006 Board meeting, the Board's

resolution and the preamble was posted to the University's website and communicated to the general public. He reported that the new logo has begun to be used in new publications, on stationery and signage.

#### 4. Update on Doyle House Transformation to Co-Ed Residence

Dr. Meisen informed the Board of the background regarding the recent decision to convert Doyle House from a traditionally all-male residence to co-ed. He reported that while there had been some protests to this initially, there were no problems experienced with welcoming females to Doyle House.

#### 5. Update on Registration

Dr. Campbell provided a verbal update on registration progress for the fall semester and implications for the 2006-07 budget. He advised that registrations for the fall semester 2006 has decreased by 2.2% on the St. John's campus and decreased by 5% at Sir Wilfred Grenfell College, but distance education registrations had increased by 13%. The implications for the 2006-07 budget are covered under Finance matters.

#### 6. Withdrawal of Appointment to MURC Board

The Board was reminded that at its meeting on July 20, 2006, it approved the appointment of Ms. Nancy White as the Marine Institute Students' Union (MISU) representative to the Board of Directors of the Memorial University Recreation Complex (MURC). Following the meeting, the Board received notification that Ms. White had taken up employment at MURC and therefore wished to withdraw her appointment to the MURC Board.

A nomination for a MISU representative to the Board of Directors of MURC will be forthcoming.

#### 7. Update on Legal Matters

Dr. Meisen reported that there had been no new legal matters on which to report. The binder of ongoing legal matters was available for the Board's review at any time and was retained in the Office of the Vice-President (Administration and Finance).

### **5. DR. KATZ REPORT**

Ms. Collis and Mr. Miles left the meeting during the discussion of this item.

The Board received and reviewed a confidential copy of the Report to the President on the Employment Experience of Dr. Deepa Khosla and related matters by Dr. Shirley Katz (the Katz Report), dated August 4, 2006. He noted that only the Board, University's legal counsel, and members of the Senior Executive had received a copy of the full unsevered Report.

Dr. Meisen informed the Board that he had presented a briefing on the findings of the Katz Report at an open meeting attended by members of the University community on September 13, 2006. He provided the Board with the same power point presentation.

Dr. Meisen agreed to provide further updates to the Board and the University community on progress regarding the Katz Report.

Ms. Coish-Snow joined the meeting at 2:00 p.m. and Ms. Broderick joined at 2:45 p.m.

Following the presentation and after a lengthy discussion, the Board concurred with Dr. Meisen's report to the University Community, the key findings, and the actions to be taken to address the twelve recommendations.

The following resolution was passed:

**RESOLVED:**

That the Board of Regents approves that the Administration bring forward a plan of action regarding the twelve recommendations contained in the Katz Report, with clear timelines for the completion of the work.

Ms. Collis and Mr. Miles rejoined the meeting at this point.

**6. DRAFT STRATEGIC PLAN**

Dr. Hedges welcomed to the meeting Mr. Paul Chancey, Director of the Centre for Institutional Analysis and Planning.

The Board received and reviewed a copy of the draft Strategic Plan for information and discussion. The Board was reminded that at its meeting on February 2, 2006, it was advised that the University was commencing a strategic planning process.

The process to date has included the identification of key strategic issues

facing the University, the preparation of position papers, a University forum, and internal and external consultations. The Board was reminded that under the *Transparency and Accountability Act*, Government has required a Strategic Plan and Framework for the University by March 2007.

Dr. Meisen, Dr. Campbell, and Mr. Chancey elaborated further through a presentation which focused on strategies and actions detailed in sections relating to the following areas:

- Students
- Research, Scholarship and Creative Activities
- Needs of the Province
- Conditions for Success
- Institutional Responsibility

Regents were invited to provide feedback and suggestions on the draft which included a revised mission statement for the University. A discussion ensued mainly surrounding the plans and goals to grow the University.

After discussion, the Board concurred with the direction of the Strategic Plan to grow the University.

The Board was advised that after obtaining feedback from Regents, the Administration will seek further input from the internal and external University community.

Dr. Meisen advised that he anticipated that the final report of the Strategic Plan will be presented for approval at the Board's December 14, 2006 meeting.

Dr. Hedges thanked Mr. Chancey for his participation in the presentation and he left the meeting at this point.

## **7. CAMPUS PLANNING & DEVELOPMENT COMMITTEE MEETING**

The Board received and reviewed minutes of the Campus Planning and Development Committee (CPD) meeting held on September 8, 2006, which were presented by Ms. Broderick, Chair of the Committee, and approved by the Board.

The following items were discussed and, on the recommendation of the CPD, the following resolutions were passed with respect to the items which required specific Board approval.

### 1. Annual Safety Report

The Board received and reviewed background information pertaining to the Annual Safety Report 2006. The report provided information pertaining to the safety performance of the University for the past fiscal year, including detailed statistical information as well as an overview of key University safety operations.

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

### 2. Infrastructure Strategy Report

The Board received and reviewed a draft copy of the Infrastructure Strategy Report dated August 25, 2006. The Board was advised that the University has major funding requirements to upgrade existing facilities and to create new facilities which are necessary for the University to maintain an environment suitable for the delivery of current programs, to expand its capability of attracting new students and faculty, and to expand its capabilities in research. The proposed Infrastructure Strategy was developed and is valued at \$175 million. This plan, if implemented will result in major construction activities in both St. John's and Corner Brook.

#### **RESOLVED:**

That the Board of Regents approves the Infrastructure Strategy Report, as presented at the September 14, 2006 meeting.

### 3. Capital Budget for 3<sup>rd</sup> Floor of IIC

The Board received and reviewed background information pertaining to the revised capital budget for the 3<sup>rd</sup> floor of the Inco Innovation Centre (IIC). The Board was reminded that at its May 23, 2006 meeting, it approved a capital budget of \$3.2 million for completing the 3<sup>rd</sup> floor of the IIC.

The Board was advised that the construction tender has closed and the tender has come in at approximately \$400,000 over the pre-tender estimate. The consultant who prepared the pre-tender estimate has advised that the cost overrun is due to on-going cost escalation of construction projects and is very difficult to predict. It was therefore recommended that an additional contingency of \$100,000 be added.

These changes amount to \$500,000, making the project \$3.7 million. Funding for the additional \$500,000 will be provided from internal contingency and carryover funds.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves a revised construction budget of \$3.7 million for the 3<sup>rd</sup> floor of the Inco Innovation Centre.

4. Capital Projects Update

The Board received and reviewed an update of the following capital projects which are currently underway or being planned:

St. John's Campus

- Energy Performance Contract
- Master Plan Update and Traffic and Parking Study
- Inco Innovation Centre - 3<sup>rd</sup> Floor

Marine Institute

- Holyrood Marine Base
- Foxtrap Training Facility - Building Expansion

Sir Wilfred Grenfell College

- Academic Building Expansion Facilities Plan
- Arts and Science Building Expansion
- Long-term Care Facility
- Corner Brook Curling Club Facilities
- Master Plan Update

This item was presented for information only.

5. Revised Naming Policy

The Board received and reviewed background information pertaining to revisions to the current Naming Policy. The Board was advised that a review of this policy indicated that several areas are either out-of-date with current practice or are difficult to interpret and apply. The policy was therefore edited with a view to improving it.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the Revised Naming Policy.

**6. Naming of the Jack Clark Geotechnical Engineering Building**

The Board received and reviewed background information pertaining to a recommendation to name the Geotechnical Engineering Building the Dr. J.I. Clarke Geotechnical Engineering Building.

The Board was advised that in acknowledgment of Dr. Clarke's outstanding contributions to Memorial University and to C-CORE's international geotechnical research capabilities, it is appropriate to recognize him by naming the existing centrifuge building in his honour.

The recommendation was change from Dr. J.I. Clark to Dr. Jack Clark to more accurately reflect the name by which he would be most recognized.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the recommendation to name the Centrifuge Building as "The Dr. Jack Clark Geotechnical Engineering Building", in accordance with the University's Naming Policy.

**7. Selection of Consultant for Function Space Planning - SWGC**

The Board received and reviewed background information pertaining to the selection of consultants for the Functional Space Planning Study at Sir Wilfred Grenfell College.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the selection of the firm Hearn/Fougere Architects as the preferred proponent to conduct a functional space planning study for Sir Wilfred Grenfell College, and authorizes the Administration of the University to commission this study with the preferred proponent.

## 8. Energy Performance Contract

Mr. Ludlow declared a conflict of interest with this item and absented himself from the meeting during its discussion.

The Board received and reviewed background information pertaining to the Energy Performance Contract, which included a Comprehensive Engineering Report prepared by Honeywell. The Board was reminded that at its December 8, 2005 meeting it approved a recommendation from the CPD that the University Administration enter into negotiations with Honeywell for the provision of Energy Performance Contract Services.

Prior to this, Memorial commenced a process that was designed to identify and implement capital projects that would result in energy savings. The financial savings resulting from reduced energy expenditures would be used to amortize the capital costs of the projects. Eight major facilities at the St. John's campus were chosen as having significant potential for energy savings.

A key element of the negotiations process was the preparation by Honeywell of a Comprehensive Engineering Report, to determine whether the projects originally identified were indeed viable and would result in sufficient savings to pay back the project expenditures in a timely fashion. The Board was advised that the report is now completed and confirms significant savings in the order of approximately \$1.5 million per annum. The savings will be guaranteed by Honeywell as part of the energy performance contract. The cumulative cost of the projects within the contract is estimated to be approximately \$14.5 million, thereby giving a simple payback time of approximately 9.5 years.

However, including financing costs at an assumed interest rate of 6%, it will be 13 years. The terms and conditions of the administration of the projects, the payback times, and the guarantees form part of the contract. The circulated document provided the findings of the engineering study, financial information and contract guarantees.

After discussion, the following resolution was passed:

### **RESOLVED:**

That the Board of Regents approves a recommendation that the University Administration execute an energy performance contract with Honeywell in the amount of \$14.5 million.

Mr. Ludlow rejoined the meeting at this point.

## **8. FINANCE COMMITTEE MATTERS**

There was no scheduled meeting of the Finance Committee and matters of a financial nature that would normally have been considered by the Finance Committee were sent directly to the Board for consideration.

### 1. Update on University's 2006-07 Financial Position

The Board received and reviewed background information pertaining to the University's 2006-07 financial position. The Board was reminded that on its meeting on May 23 2006, it approved the budget estimates for the fiscal year 2006-07 and projected a balanced budget. A review of actual revenue and expenditures has been completed and total expenditures for 2006-07 are projected to be on target with a balanced budget expected.

The Board was advised that tuition revenue for the spring semester 2006-07 increased \$108,622 over the 2005-06 spring semester. Current course registration calculations for the fall semester 2006-07 indicate a possible 1.9% decrease in undergraduate enrolments over the 2005-06 fall semester. However, as of close of registration on August 23<sup>rd</sup>, undergraduate revenue calculations show an increase of \$53,000 for the fall semester.

This increase in revenue is due to additional international undergraduate registrations, who pay a higher fee than Canadian students. Graduate revenue calculations indicate a decrease of \$63,100 from 2005-06. This decrease is evident in both international and domestic graduate student registrations. Therefore, overall tuition revenue year-to-date is approximately \$99,400 over 2005-06 tuition revenue. Other revenue sources are projected to be on budget.

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

### 2. Memorial University Pension Plan Financial Statements for FY ended March 31, 2006

The Board received and reviewed the Memorial University Pension Plan Audited Financial Statements for the fiscal year ended March 31, 2006. The Board was advised that the external auditors found the financial statements to present fairly the net assets available for benefits of the pension plan as at March 31, 2006, and the changes in net assets

available for benefits for the year then ended in accordance with Canadian Generally Accepted Accounting Principles.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the Memorial University Pension Plan Audited Financial Statements for the fiscal year ended March 31, 2006.

**3. Restructuring of Office of Alumni Affairs and Development**

The Board received and reviewed background information pertaining to a recommendation for a Restructuring of the Office of Alumni Affairs and Development.

After discussion the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the following changes regarding a restructuring of the Office of Alumni Affairs and Development:

1. Development
  - Associate Director, Development (permanent; 2006/07)
  - Development Officer, Major Gifts #1 (permanent; 2006/07)
  - Development Officer, Major Gifts #2 (permanent; 2006/07)
  - Development Officer, Planned Giving (contractual; 2007/08)
  - Development Officer, Corporate and Foundation Relations (contractual 2007/08)
  - Faculty Development Officers (3 contractual positions shared with faculties; 2006/07 and 2007/08)
  
2. Alumni Affairs
  - Assistant Director, Alumni Affairs (reclassification of the existing Assistant Director position to focus on Alumni Affairs; 2006/07)

- Alumni Affairs Officer #2 (contractual; 2006/07)
3. Services
    - Manager, Services (permanent; 2006/07)
    - Coordinator, IT Services (contractual; 2007/08)
    - Secretary (permanent; 2007/08)
  4. Director's Office
    - Senior Secretary (reclassification of the existing Intermediate Secretary position to focus on support of Director; 2006/07)

#### 4. Implementation of Wage Increases for Non-Bargaining Unit Employees

The Board received and reviewed background information pertaining to the implementation of wage increases for Non-Bargaining Unit Employees.

The Board was reminded that at its meeting on February 2, 2006, it approved a recommendation to implement wage increases for Non-Bargaining Unit Employees of 0% effective April 1, 2004; 0% effective April 1, 2005; 2% effective April 1, 2006; and 3% effective April 1, 2007. The April 1, 2006 salary increase was to become 3% if subsequently increased for unionized staff.

Further, at its July 20, 2006 meeting, the Board ratified the CUPE Collective Agreement which provided for salary increases of 0% effective April 1, 2004; 0% effective April 1, 2005; 3% effective April 1, 2006; and 3% effective April 1, 2007.

Therefore, in accordance with the Board's resolution of February 2, 2006, a further 1% increase will be implemented for Non-Bargaining Unit Employees, effective April 1, 2006.

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

#### 5. Change in Terms of Reference of Investment Committee

The Board received and reviewed background information pertaining to a change in the terms of reference of the Investment Committee, which is a sub-committee of the Finance Committee of the Board of Regents.

The Board was advised that the Investment Committee recently contracted a consultant to undertake a comprehensive review of the manner in which it conducts its activities. The resulting report recommended a number of improvements including the expansion of the Committee to include members from Divisions that raised scholarship and bursary funds and manage such awards. In addition, the Manager of Pensions and Benefits, whose role includes responsibility for the organization of the University's Pension Fund investments, would be a valuable asset to the Committee.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves amendments to the Terms of Reference of the Investment Committee, a sub-committee of the Finance Committee of the Board of Regents, as follows:

The composition of the committee to be increased from nine to thirteen members to include the following ex-officio members:

- ▶ The President
- ▶ The Director of Alumni Affairs and Development
- ▶ The Manager of Pensions and Benefits
- ▶ The Manager of Finance and Administration, Student Affairs and Services

The Director of Budgets to be replaced by the Vice-President (Administration and Finance)

The Financial Analyst to be changed to the Manager of Financial Reporting

The Secretary to be changed from the Financial Analyst to the Manager of Financial Reporting

The quorum of the committee to be increased from four to seven members.

**6. Establishment of Permanent Positions**

The Board received and reviewed background information pertaining to the establishment of permanent positions.

After discussion, the following resolutions were passed:

**RESOLVED:**

That the Board of Regents approves the establishment of the following permanent position in the Professional Development and Conferencing Services in the Faculty of Medicine:

MED - 214 - Secretary

**RESOLVED:**

That the Board of Regents approves the establishment of the following permanent positions in the Department of Human Resources:

HRS - 053 Learning and Career Development Officer

HRS - 054 Learning and Career Development Officer

**MEETING ADJOURNMENT AND RECONVENED**

The meeting adjourned at 5:25 p.m. on September 14, 2006 and reconvened at 9:00 a.m. on September 15, 2006.

**9. LABOUR RELATIONS MATTERS**

There was no scheduled meeting of the Labour Relations Committee and matters that would normally be dealt with at a Labour Relations Committee meeting were forwarded directly to the Board. An update on the following matters were presented for information:

**1. TAUMUN**

Mr. El-Aneed left the meeting during the discussion of this item.

Dr. Meisen informed the Board of on-going matters with this group and advised that outcomes were expected by the end of the calendar year. A further update will be provided at the October 19, 2006 meeting of the Board.

Mr. El-Aneed rejoined the meeting at this point.

## 2. MUNFA

Dr. Meisen provided an update on negotiations with MUNFA and advised that Dr. Jack Strawbridge will be continuing as Lead Negotiator until the MUNFA Agreement is signed. Negotiations are continuing with MUNFA.

## 3. NAPE

Mr. Miles provided an update on negotiations with the three of the NAPE locals on campus, which represented Campus Enforcement and Patrol, Custodial, and Maintenance employees. He advised that negotiations have concluded with all three and tentative agreements have been reached. He provided a summary of the key items of change from the previous collective agreements and advised that the agreements have not as yet been ratified.

# **10. APPOINTMENTS COMMITTEE MATTERS**

There was no scheduled meeting of the Appointments Committee and the report of Appointments was sent directly to the Board for consideration.

## 1. Report of Actions Taken

The Board received and reviewed a report of actions taken on behalf of the Appointments Committee, which was presented by Ms. Aylward, Chair of the Committee, and approved by the Board.

The following resolutions were passed with respect to recommendations which required specific Board approval:

### **RESOLVED:**

That the Board of Regents approves the appointment of Dr. Doreen Neville as Associate Vice-President (Academic), effective October 1, 2006.

### **RESOLVED:**

That the Board of Regents approves the appointment of Ms. Karen Hollett as Director of Faculty Relations.

## 2. Report on Mandatory Retirement

The Board was reminded that at its meeting on July 20, 2006, it authorized the Appointments Committee to approve recommendations

from the University Administration for one-year service extensions for employees who reach the normal retirement age on August 31, 2006.

The Board received and reviewed minutes of the Appointments Committee meeting held on August 24, 2006, which were presented by Ms. Aylward, Chair of the Committee, and approved by the Board. She reported that the meeting was convened to consider and approve the recommendations for a one-year extension of retirement beyond the normal retirement date.

#### **11. SIE COMMITTEE UPDATE**

There was no scheduled meeting of the Separately Incorporated Entities Committee and Dr. Hedges provided a verbal update and reported that negotiations are progressing towards drafting management agreements with the following Separately Incorporated Entities:

1. C-CORE
2. Newfoundland Quarterly
3. MUN Botanical Garden

With respect to a management agreement with this SIE, Dr. Hedges reported that a management agreement had been concluded and an official signing ceremony will be scheduled shortly.

#### **12. CORRESPONDENCE**

The Board received a letter of thanks from Dr. Kevin Keough for awarding him the title of Professor Emeritus.

#### **13. OTHER BUSINESS**

1. Expiration of Terms of Ten Regents

Dr. Meisen noted that the terms of the following Regents were due to expire on October 15, 2006, and that this would be the last Board meeting for most all of them:

Dr. Georgina Hedges  
Gail Aylward  
Sharon Duggan  
Dr. Brendan Lewis

Joan Pinsent  
Harvey Short  
Dorothy George  
Dave Porter  
Darlene Russell  
Pat Coish-Snow (Ms. Coish-Snow was appointed in January 2005, so it is anticipated that she will be re-appointed).

He advised that all would be invited to the Board dinner on October 19<sup>th</sup> where they would be recognized for their contribution to the Board during their term.

### **ADJOURNMENT**

Dr. Hedges thanked everyone for coming to Stephenville to attend the meeting.

The meeting adjourned at 10:50 a.m.