

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

A meeting of the Board of Regents was held on Thursday, April 8, 2004 in the Board Room of the University at 2:30 p.m.

PRESENT:

Dr. Georgina Hedges, Vice-Chair
Dr. John Crosbie, Chancellor
Dr. Axel Meisen, President and Vice-Chancellor
Dr. Michael Collins, Acting Vice-President (Academic)
Gail Aylward
Calvin Butt
Sharon Duggan
Leslie Galway
Ed Kelly
Nancy Kelly
Dr. Brendan Lewis
Earl Ludlow
Joan Pinsent
Harvey Short
Eleanor Bennett, Secretary

APOLOGIES: Hayward Blake, Leigh Borden, Lisa Browne, Sam Chaulk, Dorothy George, Allison North, Dave Porter, Andrea Quinlan, Darlene Russell, Roxana Vernescu, and Susan Wood.

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: Dr. H.E.A. (Eddy) Campbell, Vice-President (Academic) Designate, Mr. Kent Decker, Vice-President (Administration and Finance).

1. MINUTES

The Minutes of the regular meeting of the Board of Regents held on February 5, 2004, copies of which were circulated prior to the meeting, were approved by the Board.

2. CHAIR'S REPORT

1. July Board Retreat

At the last Board meeting the Acting Chair asked Regents to give further thought to a location for the Board retreat to be held July 21, 22, 23. The majority of Regents who responded to a poll suggested Happy

Valley-Goose Bay for the retreat. However, because of the budget implications for having the meeting in Labrador, it was agreed that the second choice, Grand Falls-Windsor, should be selected.

2. Meeting with Ministers Ottenheimer and Sullivan

Dr. Hedges reported that she and the President had met with Ministers Ottenheimer and Sullivan regarding the University's budget position for next fiscal year.

3. Appointment to Audit Committee

Dr. Hedges advised the Board that the Audit Committee had requested an increase in its membership. In this regard, Ms. Galway had agreed to serve on the committee. Dr. Hedges thanked her for her willingness to serve as a member of the Audit Committee.

4. Maclean's Guide to Canadian Universities

A copy of the Maclean's Guide to Canadian Universities 2004 was circulated with the Board package. Dr. Hedges drew the Board's attention to the article profiling Memorial University of Newfoundland.

3. PRESIDENT'S REPORT

1. Activity Report

Government and Budget Meetings:

- ▶ Dr. Meisen reported that subsequent to meeting with Ministers Ottenheimer and Sullivan, he, along with Dr. Hedges, Mr. Decker and Mr. Brian Colbourne, Director of Financial and Administrative Services, met with the deputy ministers and members of Treasury Board to further discuss budget implications and restrictions for the University.
- ▶ He and Dr. Chris Loomis, Vice-President (Research), met with Minister Dunderdale and members of her staff to discuss the need for a technological innovation strategy for the Province.
- ▶ He met with the Federal Government's new minister of ACOA, Mr. Joe McGuire, and provided him with an exposé of the Marine Institute, including its bridge simulator.

Donor Relations:

- ▶ He hosted a reception to celebrate the Landmark/Halliburton visualization software gift of \$18 million to the University.
- ▶ He attended a "Wine of the Century" reception which generated in

excess of \$20,000 for the Harlow Trust Bursary Fund. Particular thanks are due to His Honour, Dr. Edward Roberts, and Dr. Edmund de Rothschild. The latter donated two bottles of 1982 Chateau Mouton-Rothschild wine which were the centrepiece of the event.

- ▶ He attended a function attended by John and Heather Lau in Calgary to mark a \$2 million donation from Husky Energy.
- ▶ He met in Calgary with officials of Petro-Canada regarding their recent donation to the School of Music.
- ▶ He met in Calgary with officials of Schumberger regarding their software donations and data centre on the St. John's campus.

Public Presentations:

- ▶ He spoke to the Stephenville Rotary on February 18th. He thanked Ms. Pinsent for her assistance with making this event possible.
- ▶ He met with officials of the City of St. John's on March 2nd where he discussed research and development opportunities and gave an overview of University developments.
- ▶ He addressed the St. John's Board of Trade on March 3rd.
- ▶ He attended the Energy Council Conference in Washington, D.C. from March 11th to 13th and gave a presentation on Memorial's Compressed Natural Gas initiatives.
- ▶ He attended an Alumni and Friends reception in Boston on March 15th, which coincided with the Boston Seafood Show.
- ▶ He attended an Alumni and Friends reception in Calgary on March 29th and in Vancouver on April 1st.
- ▶ He was a guest on CBC Radio Noon Crosstalk show hosted by Anne Budgell on March 25th, where he had an opportunity to raise the profile of the University.

2. Honourary Degree Recipients

Dr. Meisen circulated a list of those who will be awarded honorary doctorates at the upcoming Spring convocations to be held in Corner Brook on May 7th and in St. John's on May 26 - 28.

3. Search - Principal - Sir Wilfred Grenfell College

Dr. Meisen reported on the Search for the Principal of Sir Wilfred Grenfell College. He advised the Board that the search committee has arrived at a short list of four candidates. These candidates have held public

meetings with members of the College as well as with the community-at-large. Dr. Meisen noted that this provided an opportunity for the community to become involved in the process as well as raising the awareness of the College. He anticipated that a recommendation for an appointment would be forthcoming at the May 25th Board meeting.

4. Search - Director of Alumni Affairs and Development

Dr. Meisen reported that a Search has been initiated for the Director of Alumni Affairs and Development. He notified the Board of the composition of the search committee and of the search consultant who had been engaged to advise the committee. His expectation is that the search would be completed and a new Director in place by the end of the summer. In the meantime, the contract with the current consultants who have been engaged to manage the Department has been extended.

5. Application Summary Report

The Board received and reviewed an Undergraduate Application Summary Report for the 2004 Fall Semester. Dr. Meisen and Dr. Collins elaborated further on the data and the Board's attention was drawn to the following observations:

- ▶ A slight increase in total application numbers with overall growth in both the New and Transfer application groups. Specific campus figures reflect a 2.3% increase for the St. John's campus; however, a 3.1% decrease for Sir Wilfred Grenfell College.
- ▶ A modest increase (1.3%) in the overall application numbers from current Newfoundland high school students; however, a decline in that group of those selecting Grenfell.
- ▶ An overall increase in New (16.6%) and Transfer (30.4%) application numbers from other Canadian provinces, with significant increases in those from Nova Scotia, and to a lesser extent, New Brunswick.
- ▶ A slight increase in Transfer application group numbers from Ontario; however, an expected decline in the New Application Group numbers from that province, given the double cohort situation of last year.
- ▶ A slight decline in the number of applications from outside Canada (international applications). There are 35 fewer applications than reported at the same time last year.

6. Newfoundland Quarterly Foundation - Extension

The Board received and reviewed a recommendation for the extension of the appointment of Ms. Frankie O'Neill to the Board of Directors of the Newfoundland Quarterly Foundation. Ms. O'Neill's name had been

inadvertently omitted from the list submitted to the Board at its December 11th meeting. Ms. O'Neill's appointment will be extended for the period commencing January 1, 2004 and ending December 31, 2004.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve an extension of the appointment of Ms. Frankie O'Neill to the Board of Directors of the Newfoundland Quarterly Foundation for the period commencing January 1, 2004 and ending December 31, 2004.

7. Change of Name - Division of Labour Relations

The Board received and reviewed a recommendation that the name of the Division of Labour Relations be changed to the Office of Faculty Relations. The Board was advised that the change in the name would more accurately reflect the duties and responsibilities of the office.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the change in the name of the "Division of Labour Relations" to the "Office of Faculty Relations".

4. FINANCE COMMITTEE

The Minutes of the Finance Committee meeting held on April 8, 2004, 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:

Item A - Associate University Librarian (IT) position

The Board received and reviewed background information pertaining to this item. The Board was provided with the rationale for establishing this position within the Queen Elizabeth II Library. This position will be filled internally with no net increase of staff complement, following the processes laid out in the University's document on academic administrators.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the establishment of the position of Associate University Librarian (Information Technology) in the Queen Elizabeth II Library.

Item B - Office of Student Recruitment Positions

The Board received and reviewed background information pertaining to a recommendation that all positions in the Office of Student Recruitment be converted from contractual to permanent. The Board was advised that there would be no incremental cost associated with this change and the positions would continue to be funded from the University's existing budget. All are non-bargaining unit positions, with the exception of those indicated below.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the establishment of the following positions in the Office of Student Recruitment on a permanent basis:

<u>Position #</u>	<u>Position Title</u>
STR-002	Associate Director
STR-003	Administrative Staff Specialist II
STR-004	Intermediate Secretary
STR-005	Senior Recruitment Officer (formerly Student Recruitment Officer)
STR-006	Student Recruitment Officer
STR-007	Student Recruitment Officer
STR-008	Data Entry Operator (CUPE Bargaining Unit)
STR-009	Intermediate Clerk Stenographer (CUPE Bargaining Unit)
STR-032	Communications Coordinator II (funded 80% by Student Recruitment, 20% by the Division fo Marketing and Communications)

That the Board further approve a recommendation that the present Associate Director and Administrative Staff Specialist II be confirmed in their positions.

Item C - Director of Major Research Partnerships Position

The Board received and reviewed background information pertaining to a recommendation for the creation of a limited-term position of Director of Major Research Partnerships. A copy of the duties and responsibilities of the position was appended. The Board was advised of the rationale for the creation of this position which is due mainly to the University experiencing a major growth in research and ensuring success of major research projects. The Board was advised that total external research

funding is expected to reach \$60 million by the end of the current fiscal year, which is close to double that for 1999. Two important changes have taken place in the nature of research during this time: the increased complexity of research projects, and the increasingly detailed accountability required by research granting agencies.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the following recommendations:

1. That the position of "Director of Major Research Partnerships" be established as a three-year contractual position, effective April 15, 2004;
2. That the position carry an administrative stipend to be paid from the overhead associated with Atlantic Innovation Fund (AIF) awards;
3. That the position be filled by Dr. James Wright (Head and Professor, Department of Earth Sciences) as soon as his other duties can be rearranged.

The following informational items were discussed:

Item D - Provincial Budget for Fiscal Year 2004-2005

The Board received and reviewed a submission circulated at the meeting which showed the budget request of the University to the Provincial Government as well as the allocation given verbally by Government. The Board was advised that the Administration of the University are endeavouring to get a specific breakdown of the communicated allocations and are expecting to have written confirmation of this analysis/breakdown within a couple of weeks.

Item E - Update on Year End Financial Position

The Board received and reviewed background information pertaining to this item and was reminded that at its February 4th meeting, the Board received an update on the budget position of the University for the current fiscal year. At that time, it was indicated that the University would be in a balanced position subject to the resolution of issues surrounding \$1.6 million of funding that the Province was now attempting to reclaim. Subsequent to this, the University administration had learned that the Province will reclaim this funding or possibly redirect it towards deferred maintenance. Partially offsetting this situation was an adjustment of funding related to courses delivered under HRDC Programs in the amount of \$400,000.

The Board was advised that the current projection is a small surplus for the 2003-2004 fiscal year. The University's financial position, which will be subject to the normal external audit, is expected in time for the July meeting of the Board.

The budget for 2004-2005 will be presented to the Board at its May 25th meeting.

Item F - Audit Committee Report

The Board received a report of the Audit Committee meeting held on April 7, 2004, which was presented by Mr. Short, in the absence of Ms. Browne, Chair of the Committee. Matters discussed pertained to the Exit Interview Report; Site Storage for Backup Tapes, Membership on the Committee, Internal Audit Activity and Plan and External Audit Plan.

Item G - Investment Committee Report

The Board received a verbal report of the Investment Committee meeting held on March, 2004, which was presented by Dr. Hedges, Chair of the Committee. The Board was advised that the committee established a sub-committee to draft an Awards Program Spending Policy for endowment and related funds. This policy would define a framework to standardize spending and to set regulations for awarding scholarships as well as reporting on allocation of scholarship funds for donors. Dr. Hedges anticipated that the new Awards Program Spending Policy would be available for consideration of the Board at its May 25th meeting.

Dr. Hedges thanked Mr. Brian Colbourne, Mr. Glenn Collins, Mr. Ray Smallwood, Mr. Will Small, Mr. Carson Leonard and Ms. Deborah Collis, members of the sub-committee, who assisted in drafting the policy.

5. LABOUR RELATIONS REPORT

The Board welcomed to the meeting Mr. Gerard McDonald, Director of Human Resources. He provided an update on the current status of collective bargaining with the University's CUPE and NAPE staff bargaining units. He also outlined the current status of negotiations between CUPE 3336 and the Memorial University Recreation Complex (MURC).

Following a question and answer period, the Board thanked Mr. McDonald for his update and he left the meeting.

6. APPOINTMENTS COMMITTEE

A report of the Appointments Committee meeting held on April 8, 2004, along with an addendum, was presented by Ms. Aylward, Chair of the Committee, and approved by the Board.

7. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE

The minutes of the Campus Planning and Development Committee meeting held on April 8, 2004, copies of which were circulated at the meeting, were presented by Mr. Kelly, Chair of the Committee, and approved by the Board. The following resolutions were passed with respect to the items which required specific Board approval:

Naming of the Inco Innovation Centre

The Board received and reviewed background information pertaining to this item. They were advised that in accordance with a Memorandum of Understanding (MOU) the University entered into with Inco Limited and Voisey's Bay Nickel Company (VBNC), Inco and VBNC would donate \$20 million to the University: \$13 million for capital and \$7 million for operating funds. The capital will be used to convert the Thomson Student Centre into an innovation centre. The new centre will focus on education and research on mineral exploration, mining and mineral processing related to the Voisey's Bay Project. The parties to the MOU have agreed that, consistent with the University's Naming Opportunities Policy, the name of the new centre should be the "Inco Innovation Centre".

The Board was advised that the new centre will be located on the St. John's campus on the site of the former Thomson Student Centre (TSC). The centre was so named in 1967 after the Thomson Organization Limited donated \$500,000 for the establishment of a students centre. During the Opportunity Fund campaign the Thomson organization was approached for a further donation, possibly to be directed towards establishing a new student centre since the TSC had become inadequate and certain structural concerns were noted. A new student centre has since been built (The Smallwood Centre) and the TSC shut down.

In recognition of the donation by the Thomson Organization Limited it was recommended that an appropriate acknowledgement be displayed in the new innovation centre.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve, in accordance with the Naming Opportunities Policy, a recommendation from the Campus Planning and Development Committee that the centre being constructed in the former Thomson Student Centre be named the "Inco Innovation Centre". Further, in recognition of the donation by the Thomson organization, an appropriate recognition be displayed in the new centre.

Naming of the Petro-Canada Hall

The Board received and reviewed background information pertaining to

this item. They were advised that the University entered into an agreement with Petro-Canada whereby Petro-Canada agreed to donate \$1.2 million for the construction of an extension to the School of Music. Consistent with the University's Naming Opportunities Policy, the parties agreed that the name of the facility should be "Petro-Canada Hall".

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve, in accordance with the Naming Opportunities Policy, a recommendation from the Campus Planning and Development Committee that the extension to the School of Music be named the Petro-Canada Hall.

Update on Capital Projects

The Board received and reviewed a report on the following capital projects which are currently underway or are being planned:

- Inco Innovation Centre
- Sir Wilfred Grenfell College Exhibition Centre
- Sciences Research Building - Functional Space Planning Study
- Queen Elizabeth II Library Renovations - Functional Space Planning Study
- School of Music Expansion
- Energy Master Plan
- Food Science Pilot Building Extension - Marine Institute
- Campus Master Plan
- Concept Plan for the development of green space in the area between the University Centre, Inco Innovation Centre and QE II Library

8. EMPLOYEE BENEFITS COMMITTEE

The Board received and reviewed background information pertaining to a recommendation from the Employee Benefits Committee to renew the University's group benefit plans for the policy year beginning April 1, 2004. The Board reviewed the cost implications of the recommendations and reviewed the position of the University Administration.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the renewal of the following University group benefit plans, including the LTD plan, at their existing benefit levels, for the policy year, beginning April 1, 2004, subject to the availability of funds:

- Basic Life insurance plan at a 13% rate increase,

- Dependent Life insurance plan at a 15% rate increase,
- Optional Life insurance plan at the existing rate,
- Basic, Optional, and Voluntary Accidental Death and Dismemberment plans at a 20% rate increase,
- Supplementary Health plan at a 3.9% rate increase,
- WorldWide Travel Assistance plan at the existing rate, and,
- Dental plan at a 5.3% rate increase.

That the Board further approve the following recommendations:

- That the dental claims be insured at the Newfoundland Dental Society Fee Guide for 2002 in order to maintain the practice of insuring at a rate not more than two years old. The change to be funded 50% by drawing down part of the plan surplus and by a 1.5% rate increase.
- That the University not change its Sick Leave policy to extend salary continuance benefits beyond the current 60 calendar day maximum.
- That the Employee Benefits Committee be asked to consider alternatives for income replacement benefits beyond the current 60 day period.
- That the University Administration discuss the concerns that the Employee Benefits Committee has with the LTD plan provider, Maritime Life, with a view to identifying any opportunities for reducing claims processing delays associated with the 60 day disability qualifying period and that the results of these discussions be reported back to the Employee Benefits Committee.

9. SEPARATELY INCORPORATED ENTITIES COMMITTEE

Dr. Hedges, Chair of the Committee, provided a report of the Separately Incorporated Entities Committee meeting held on April 8, 2004. She reported that Ms. Maureen Ryan, Legal Counsel, had pointed out for the consideration of the committee several issues regarding a draft Management Agreement with the MUN Botanical Garden. The process of appointing directors to the SIE Boards was discussed. She anticipated that a tentative management agreement would be reached with the MUN Botanical Garden Board and a recommendation made to the Board by the May 25th meeting.

10. SENATE

The Board received copies of the minutes of regular meetings of Senate held on February 10, 2004 and March 9, 2004. 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:

February 10, 2004 Meeting:

Item 76 - Report of the Senate Committee on Undergraduate Studies
(Item 76.1 to 76.30)

March 9, 2004 Meeting:

Item 88 - Report of the Senate Committee on Undergraduate Studies
(Item 88.1 and 88.2)

Item 89 - Report of the Academic Council of the School of Graduate Studies
(Item 89.1 and 89.2)

Item 90 - Report of the Senate Committee on Undergraduate Studies and the Academic Council of the School of Graduate Studies
(Item 90.1)

Awarding of Title of Professor Emeritus

The Board received and reviewed background information pertaining to a recommendation from Senate for the awarding of the title of Professor Emeritus.

After discussion, 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 members of faculty who have given exemplary service to the University and who are scholars of outstanding note:

Dr. Garth Fletcher, Ocean Sciences Centre
Dr. Bruce Shawyer, Department of Mathematics and Statistics
Dr. William Pryse-Phillips, Faculty of Medicine
Dr. Elliott Leyton, Department of Anthropology
Dr. Paul Sachdev, School of Social Work

11. CIRCULATIONS

The Board received copies of the following circulars for their information:

- (a) Maclean's Guide to Canadian Universities 2004
- (b) Fact Book 2003

12. PRESENTATION BY DEANS AND DIRECTORS

The Chair noted that this is the third in a series of presentations provided to the Board of Regents by the academic Deans and Directors on important issues related to their respective areas.

The Board welcomed to the meeting Dr. Colin Higgs, Director of the School of Human Kinetics and Recreation and Mr. Richard Ellis, University Librarian. They provided a video presentation entitled "Impact of Technology at Memorial".

Following the presentation and a question and answer session the Board thanked Dr. Higgs and Mr. Ellis for their very informative presentation.

ADJOURNMENT

The meeting adjourned at 5:35 p.m.