

**MEMORIAL UNIVERSITY OF NEWFOUNDLAND**

**BOARD OF REGENTS**

The regular meeting of the Board of Regents was held on Thursday, December 11, 2008, in the Board Room of the University, Room A-2029, at 1:00 p.m.

**PRESENT:**

Mr. Robert Simmonds, Chair  
General Rick Hillier, Chancellor  
Dr. Eddy Campbell, Acting President  
Dr. Christopher Loomis, Vice-President (Academic), *Pro Tempore*  
Mrs. Sheila Ashton  
Ms. Julie Browne (via teleconference)  
Mr. Jerry Byrne  
Ms. Pat Coish-Snow  
Mr. Adam Daniels  
Mr. Rex Gibbons  
Mr. Martin Gould  
Ms. Jennifer Guy  
Ms. Jeannette Lundrigan  
Mr. Ken Marshall  
Mr. Darek Moreau  
Ms. Noreen Greene-Fraize  
Dr. Vinod Patel  
Mr. Tony Roche  
Ms. Donna Stone  
Ms. Eleanor Swanson  
Ms. Tina Pardy, Secretary

**APOLOGIES:** Mr. Gilbert Bennett, Ms. Mary Cormier, Mr. Brian Dalton, Ms. Michelle Daye, Mr. Jim Igloliorte, Mr. Jim Keating, Mr. Lee Parsons, Ms. Debbie Singleton, Ms. Melissa Squarey.

**PRESENT BY INVITATION:**

Mr. Kent Decker, Vice-President (Administration and Finance), Dr. Ray Gosine, Vice-President (Research) *Pro Tempore*, Mr. Glenn Collins, Advisor to the Board, Ms. Karen Hollett, General Counsel. Ms. Kathie Thoms was present as an observer.

**5508. MEETING CALLED TO ORDER**

The meeting was called to order at 1:00 p.m. by Mr. Simmonds, Chair.

The Chair extended a warm welcome to the Chancellor, General Rick Hillier who was attending his first Board meeting since taking up his appointment as Chancellor.

Mr. Simmonds then welcomed to the meeting the following new Regents attending their first meeting since being appointed by the Lieutenant-Governor in Council:

Ms. Sheila Ashton - Appointed November 22, 2008 to December 5, 2009  
Mr. Jerry Byrne - Appointed November 22, 2008 to November 21, 2011  
Ms. Noreen Green Fraize - Appointed December 10, 2008 to 2011  
Ms. Donna Stone - Appointed November 22, 2008 to November 21, 2011

He also noted that the following members have been recently appointed by the Lieutenant-Governor in Council but were unable to attend today's meeting:

Mr. Gilbert Bennett - Appointed November 22, 2008 to November 21, 2011  
Ms. Mary Cormier - Appointed December 10, 2008 to December 5, 2009  
Ms. Michelle Daye - Appointed December 10, 2008 to December 5, 2009  
Ms. Debbie Singleton - Appointed December 10, 2008 to January 13, 2011

Mr. Simmonds noted the recent announcement of the removal of the following members of the Board of Regents by the Lieutenant Governor in Council: Ms. Mary Broderick, Ms. Gaylene Buckle, Ms. Rosellen Sullivan, Ms. Judy White and Ms. Kathie Thoms. Mr. Simmonds, on behalf of the Board of Regents, extended his appreciation to them for their service to the Board and Memorial University of Newfoundland.

Mr. Simmonds then welcomed Mr. Glenn Collins, Advisor to the Board as well as Karen Hollett, General Counsel. In doing so, he noted that Mr. Collins and Ms. Hollett would be invited to attend future meetings of the Board.

This was also the Chair's first meeting and he outlined his expectations for a successful term on the Board, while stressing the necessity of support and cooperation from all members of the Board and its support staff.

**5509. SAFETY MOMENT**

This item was dealt with under the report of the Campus Planning and Development Committee.

**5510. APPROVAL OF THE AGENDA**

The agenda for the meeting was approved, as amended.

**5511. MINUTES**

The Minutes of the regular meeting of the Board of Regents held on October 16, 2008 as well as the special meeting held on October 30, 2008, copies of which were circulated, were approved by the Board with noted amendments.

**5512. CHAIR'S REPORT**

Selection of Vice-Chair

Mr. Simmonds noted the vacancy in the position of Vice-Chair. In this regard, he asked members of the Board to consider nominating a Board member or to stand for nomination in time for the February 5, 2009 Board meeting.

Report of the ad hoc Committee of the Board of Regents to recommend amendments to the Memorial University Act to Secure Autonomy for Memorial University of Newfoundland

At a meeting held on October 1, 2008 the Executive Committee of the Board of Regents, in consultation with Senate and with the consent of the Board of Regents, approved the membership and mandate of the ad hoc Committee of the Board of Regents to recommend amendments to the Memorial University Act to Secure Autonomy for Memorial University of Newfoundland. The mandate of the ad hoc Committee is as follows:

**"Mandate**

- (a) *draft for the consideration of the Board of Regents, in consultation with the Senate, amendments to the Memorial University Act to secure and preserve autonomy for the University and to bring clarity to the role of government in the appointment of the President.*
- (b) *present a report to the Board of Regents on December 11, 2008."*

Following discussion, the following resolution was passed:

**RESOLVED:**

That in view of the very recent changes to the composition of the Board of Regents with a new Chair and four new members appointed on November 21, 2008 and four new members appointed on December 10, 2008 and in view of the complicated

and intricate nature of this topic, that the Board of Regents defer receipt of the report of the ad hoc Committee until its February 5, 2009 meeting of the Board of Regents following which the Board requests that Senate consultation on the report occur at the February 10, 2009 meeting of Senate.

The Board also noted and appreciated the fact that Senate agreed to postpone its meeting scheduled for December 9, 2008 to December 16, 2008 in order to provide for the Senate consultation required under the mandate of the ad hoc Committee. On behalf of the Board, Mr. Simmonds apologized for any inconvenience adoption of the resolution above may cause to members of Senate. Mr. Simmonds emphasized that the decision of the Board to delay consideration of the report until February 5, 2009 is based on the desire first of all to understand the complex nature of this topic and secondly to obtain the best possible resolution to this sensitive and critical issue.

### **5513. ACTING PRESIDENT'S REPORT**

1. Update on Activities Relating to the University's Strategic Plan
  - (i) University Rankings by *Macleans* magazine and the *Globe and Mail* Newspaper

The Board received a copy of the *Macleans* magazine which contained the 2008 rankings for Canadian Universities. The Board was advised that each year, *Macleans* magazine and the *Globe and Mail* produce rankings of Canadian universities. *Macleans* produces a ranking based on publicly available information supplemented by data provided by participating institutions and also reports on student opinions as reported by two national surveys. The *Globe and Mail* produces a student opinion survey and an on-line tool for students to develop their own rankings, which is called the *University Navigator*. Dr. Campbell noted that Memorial placed fifth in the *Macleans* ranking exercise and did reasonably well in the *Globe and Mail* student survey. An analysis of these ranking exercises and their methodological short-comings was included in the background information.

Dr. Campbell remarked that despite the limitations of these exercises, the rankings provide information to prospective students and there is a considerable demand for this type of information. In the absence of a better system, students continue to utilize whatever means are available to help inform their choice of post-secondary institution. This is a major reason why Memorial continues to participate in these rankings.

In response to the clear need to provide information to interested constituents, universities have begun to work together to produce a common set of data intended to address some of the inherent flaws in the ranking exercises as noted above. The work to develop common data definitions is on-going but the end

result will be better, more comparable information.

(ii) Memorial's participation in the 2008 National Survey of Student Engagement

The Board received and reviewed background information pertaining to Memorial's participation in the 2008 National Survey of Student Engagement.

The Board was advised that in the winter of 2008, Memorial University participated in its first National Survey of Student Engagement (NSSE). The purpose of the survey of first year and senior students is to gather information about how engaged students are in their learning. The survey asks 85 questions about important aspects of the educational experience such as the amount of time students spend preparing for classes, the number of major papers written per term and the extent to which students worked in group situations. There are also questions about their overall educational experience and whether or not they would attend the same institution if they were to start over. In addition, five benchmarks are computed including level of academic challenge, active and collaborative learning, student-faculty interaction, enriching educational experiences, and supportive campus environment.

The Board was advised that Memorial's participation rates were consistent with the average for other Canadian institutions. The survey was completed by 834 first year and 809 senior students. One of the major benefits of participating in this survey is that it allows for comparisons to three groups of universities. Memorial chose to compare itself with other comprehensive universities, research doctorate universities and all participating Canadian institutions. The questionnaire results for the senior level students are on par or slightly above the Canadian average. The results for first year students are on par or slightly below the average. An executive summary prepared by NSSE was included in the background information.

(iii) President's Activities

A report on the activities of the President over the period October 18 to December 10, 2008 was distributed for the information of the Board.

2. Academic Recruitment and Retention

The Board received and reviewed background information pertaining to academic recruitment and retention. The Board was advised that the University's current strategic plan identifies goals to invest in faculty renewal and to adjust the faculty complement to meet changing needs. These goals, along with an increased attrition rate for academic staff members, have generated an upward demand for more faculty appointments and for more services dedicated to recruitment and retaining highly qualified faculty members to Memorial University. A report highlighting several initiatives that were delivered over the past 18 months was included in the background information. The report also outlines new initiatives planned for 2008-09.

3. Update on Legal Matters

The Board received a verbal update on legal matters currently involving the University. The Board was reminded of a binder pertaining to legal matters involving the University that is available in the Office of the Vice-President (Administration and Finance) for their review at any time.

4. Report of the Institute of Social and Economic Research and the J.R. Smallwood Foundation for Newfoundland and Labrador Studies

The Board received and reviewed background information pertaining to the report of the Institute of Social and Economic Research and the J.R. Smallwood Foundation for Newfoundland and Labrador Studies. The Board was reminded that the terms of reference for the Institute of Social and Economic Research and the J.R. Smallwood Foundation for Newfoundland and Labrador Studies provide that an annual report be filed with the Board of Regents. The report for the academic year 2007/08 was included in the background information distributed to the Board.

5. Appointment to the Board of Western Sports and Entertainment Inc. (The Pepsi Centre)

The Board received and reviewed background information pertaining to an appointment to the Board of Western Sports and Entertainment Inc. (The Pepsi Centre).

Following discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the appointment of Mr. Terry Randell to the Board of Directors of Western Sports and Entertainment Inc. (The Pepsi Centre) for a period of two years commencing December 11, 2008.

6. Appointment to the Board of Directors of the Memorial University Botanical Garden

The Board received and reviewed background information pertaining to an appointment to the Board of Directors of the Memorial University Botanical Garden. After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the appointment of Mr. Cle Newhook to the Board of Directors of the Memorial University Botanical Garden for a period of three years, effective December 11, 2008.

**5514. FINANCE COMMITTEE MEETING**

The Minutes of the Finance Committee meeting held on December 11, 2008, were presented by Ms. Pat Coish-Snow, Chair of the Committee. On the recommendation of the Finance Committee, the following resolutions were passed with respect to the items requiring specific approval of the Board:

Item 3077 - Update on the University's 2008-09 Financial Position

The Board received and reviewed background information pertaining to the University's 2008-09 financial position. A further update will be projected to the Board at the February 5, 2009 meeting.

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

Item 3078 - Establishment of Rates of Pay for Facilitators employed within Allied Health Services (AHS) of the School of Human Kinetics and Recreation

The Board received and reviewed background information pertaining to the establishment of rates of pay for Facilitators employed with Allied Health Services (AHS) of the School of Human Kinetics and Recreation.

After a brief discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the establishment of pay ranges for Facilitators of \$50-\$100 per hour and \$300-\$600 per day within the School of Human Kinetics and Recreation.

Item 3079 - Establishment of Rates of Pay for Content Experts in Distance Education and Learning Technologies (DELT)

The Board received and reviewed background information pertaining to the

establishment of rates of pay for Content Experts in Distance Education and Learning Technologies (DELT).

Following discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the establishment of pay ranges for Content Experts of \$25-\$75 per hour within Distance Education and Learning Technologies.

**Item 3080 - Conversion of Contractual Positions to Permanent**

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

After discussion, the following resolution was passed:

**RESOLVED:**

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

Faculty Relations

LBR-010 - Secretary

School of Human Kinetics and Recreation

PED-014 - Academic Program Officer

Student Affairs and Services

CDL-009 - Experiential Learning Coordinator

SSP-017 - Coordinator - IDCard Program

**Item 3081 - Creation of the Position of Director of Clinical Research Development in the Faculty of Medicine**

The Board received and reviewed background information pertaining to the creation of the position of Director of Clinical Research Development in the Faculty of Medicine.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the creation of the position of Director of Clinical Research Development in the Faculty of Medicine.

Item 3082 - Establishment of Academic Administrative Position of Chair, Discipline of Process Engineering, Faculty of Engineering and Applied Science

The Board received and reviewed background information pertaining to the establishment of academic administrative position of Chair, Discipline of Process Engineering, Faculty of Engineering and Applied Science.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the establishment of the position of Chair, Discipline of Process Engineering in the Faculty of Engineering and Applied Science.

Item 3083 - Conversion of the Position of Director of the Leslie Harris Centre of Regional Policy and Development from a Contractual to Permanent Position

The Board received and reviewed background information pertaining to the conversion of the position of Director of the Leslie Harris Centre of Regional Policy and Development from a contractual to permanent position.

Following discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the recommendation that the position of Director of the Leslie Harris Centre of Regional Policy and Development be made permanent. The Board further approved the recommendation that Dr. Robert Greenwood be confirmed as Director.

Item 3084 - Establish Three Permanent Positions within the University Position Complement

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

After discussion, the following resolution was passed:

**RESOLVED:**

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

School of Social Work

SWK-011 - BSW Student Services Coordinator  
SWK-012 - Coordinator of MSW Student Services and Continuing Education

Board of Regents

POF-008 - Intermediate Secretary

Item 3085 - Transfer a Permanent Position within the University Position Complement

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

After a brief discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the transfer of a permanent position within the University position complement as follows:

Transfer of Research Assistant III from the Department of Earth Sciences to Core Research Equipment and Instrument Training Network (CREAIT).

CRE-008 - Research III

Item 3086 - Amendment to "Statement of Investment Policy and Objectives" (Memorial University Pension Plan)

The Board received and reviewed background information pertaining to an amendment to the "Statement of Investment Policy and Objectives" (Memorial University Pension Plan).

The Board was reminded that at a meeting held on July 17, 2007, the Board of Regents approved a recommendation from the University Pensions Committee that the Plan's Statement of Investment Policy and Objectives (SIPO) be amended to include real estate and mortgages. The Board subsequently approved the appointment of three real estate managers of March 25, 2008. As a result of changing the policy asset mix to include these new asset classes, there are a number of consequential changes required to the SIPO, many of which are arithmetic in nature. Adjusted areas include: characteristics of policy asset mix, maximum and minimum asset class weightings, implementation structure, rebalancing rules and manager mandates. A revised SIPO was distributed with the background information.

Following a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the recommendation that the Statement of Investment Policy and Objectives for the Memorial University Pension Fund be approved, as amended to reflect changes required as a result of the inclusion of real estate and mortgages.

Item 3087 - Actuarial Valuation Report on the Memorial University Pension Plan, as at March 31, 2008

The Board received and reviewed background information pertaining to the Actuarial Valuation Report on the Memorial University Pension Plan as at March 31, 2008.

The Board was advised that an actuarial valuation of the Memorial University Pension Plan was performed by Eckler Limited, as at March 31, 2008 (a copy of the results were provided in the background information). The University Pensions Committee received a presentation on the results at its meeting held on October 28, 2008.

Dr. Campbell and Dr. Loomis declared a conflict of interest with this item and abstained from voting.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the recommendation that the March 31, 2008 valuation of the Memorial University Pension Plan be accepted and that the associated funding recommendations be implemented. The Board further approved the recommendation that, subject to approval from the Newfoundland Office of the Superintendent of Pensions, the contribution rate increase be implemented effective April 1, 2009.

Item 3088 - Proposed Amendments to the *Memorial University Pensions Act*

The Board received and reviewed background information pertaining to proposed amendments to the *Memorial University Pensions Act*.

The Board was advised that at a meeting held on October 28, 2008, the University Pensions Committee approved a comprehensive amendments package for the *Memorial University Pensions Act*. The package contained proposed language for a number of changes that had previously been discussed and approved by the Amendments Subcommittee. The University Administration engaged the services of Stewart McKelvey, legal counsel, to assist in the development of a schedule of proposed draft amendments, a copy

of which was included in the background information.

Mrs. Ashton declared a conflict of interest with this item and abstained from voting.

Following discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the amendments package for the *Memorial University Pensions Act* for submission to government for their review and enactment.

**Item 3089 - Special Fee for a New Master of Applied Science Program in Oil and Gas Engineering**

The Board received and reviewed background information pertaining to a special fee for the new Master of Applied Science Program in Oil and Gas Engineering. The Board was advised that the Master of Applied Science (M.A.Sc.) in Oil and Gas Engineering is a course-based Master's program that has been designed for prospective students from China seeking education in oil and gas engineering.

The program is designed for those with a Bachelor's degree in engineering, preferably in either petroleum, chemical, processing, mining, mineral, mechanical, civil, environmental engineering or equivalent from a recognized university with an average of 75% or above. The program was approved by Senate on November 18, 2008.

The Board was further advised that the proposed program fee includes the regular tuition fee according to Plan A for students in Memorial's master's programs plus a special fee of \$15,000 Canadian for the entire program. It was noted that the special fee would be paid when a student first registers for the program.

Following discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents authorizes the approval for the Faculty of Engineering and Applied Science to charge a special fee of \$15,000 (Canadian) in addition to the normal tuition fee for master's students, according to Plan A, for the Master of Applied Science program in the area of Oil and Gas Engineering.

Mr. Daniels voted against the motion.

**Item 3090 - Proposed Increase in the Grenfell College Students' Union Health Plan Fee**

The Board received and reviewed background information pertaining to the proposed increase in the Grenfell College Students' Union Health Plan Fee.

After a brief discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves an increase in the health plan fee for single coverage for full-time students at Sir Wilfred Grenfell College from \$78 per semester to \$81.50, to be effective January 2009.

**5515. APPOINTMENTS COMMITTEE MEETING**

The Board received and reviewed the Report of Action of the Appointments Committee meeting held on December 11, 2008, which was presented by Dr. Loomis, and approved by the Board.

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

**RESOLVED:**

That the Board of Regents approves the following appointment:

Ms. Sheila Miller as Director of Health and Safety commencing January 5, 2009 at the salary recommended by the Appointments Committee. The appointment is subject to the terms and conditions as outlined in a letter from the Vice-President (Administration and Finance) dated December 9, 2008.

**5516. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

1. Capital Projects Update

The Board received and reviewed a summary report of the following capital projects currently underway or being planned:

St. John's Campus

- Energy Performance Contract
- New Residences
- Residence Renovations
- Alumni House Extension
- Mount Scio Road Renovations
- Newfoundland & Labrador Centre for Interdisciplinary Research in Human Genetics
- Faculty of Medicine Building Extension, HSC

Marine Institute

- Holyrood Marine Base

Sir Wilfred Grenfell College

- New Residence

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

2. Safety Update

The Board received and reviewed background information pertaining to the Safety Update for April 1 to November 2008. This item was for information only and did not require a resolution of the Board.

**5517. LABOUR RELATIONS MATTERS**

Dr. Campbell provided a verbal report of the Labour Relations Committee meeting held on December 11, 2008 at which time an update on the LUMUN, MUNFA and NAPE/CUPE negotiations were provided.

Following discussion, the following resolution passed:

**RESOLVED:**

That, should it be necessary, the Board of Regents approves the delegation of authority to the Labour Relations Committee to ratify the LUMUN agreement.

It was further resolved that the delegation of authority be granted to the Labour Relations Committee to ratify tentative Collective Agreements reached between the University and NAPE locals during this round of Collective Bargaining prior to the February 2009 Board meeting.

**5518. SEPARATELY INCORPORATED ENTITIES COMMITTEE**

1. Memorial University Recreation Complex (MURC) Audit Report

The Board received and reviewed the Memorial University Recreation Complex Audit Report. This item was received for information and did not require a resolution of the Board.

2. C-CORE Report

The Board received and reviewed the C-CORE report for fiscal year 2007-2008 and the first two quarters of fiscal year 2008-2009. The report was received for

information and did not require a resolution of the Board.

**5519. POLICY OVERSIGHT COMMITTEE**

1. New Policy - Employee Recruitment Travel

The Board received and reviewed background information pertaining to the proposed new policy entitled "Employee Recruitment Travel".

The Board was reminded that Memorial is committed to recruiting the best new employees to fill position vacancies. Increasingly, searching for and recruiting new employees occurs against a highly competitive backdrop and more often requires searching outside the provide of Newfoundland and Labrador, and in fact worldwide, particularly for academic appointments. Memorial must ensure its travel policies and procedures relating to recruitment of employees support the creative and sometimes unique approaches used by units to secure the employment relationship. It was also noted that the proposed policy statements give greater flexibility and discretion to deans and directors during the recruitment process.

Following a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the following policy set for Employee Recruitment Travel, effective immediately:

- Travel - Pre-employment Interview Policy Statement
- Travel - Familiarization Visit Policy Statement
- Travel - Relocation and Removal Policy Statement

The Board further approved the related procedures for these policies as well as the Implementation Plan as stated in the Policy Development Report.

2. New Policy - Donor Prospect Clearance

The Board received and reviewed background information pertaining to the proposed new policy entitled "Donor Prospect Clearance".

The Board was advised that Memorial is experiencing increasing success with fund-raising efforts. With this momentum and the impending capital campaign, it is critically important to ensure that there is a coordinated strategic fund-raising program. The proposed policy is one aspect of such a program. It emphasizes and authorizes the coordination of donor solicitation which enhances the ability to maximize philanthropic donations and ultimately achieve the University's strategic goals. Under the policy, authority for coordination of donor solicitation will rest with the Director of Alumni Affairs and Development.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the new policy titled Donor Prospect Clearance, its related procedures and the Implementation Plan to be effective immediately.

**5520. AUDIT AND RISK MANAGEMENT COMMITTEE**

1. Audit of Annual Financial Statements for 2008 - 2009

The Board received and reviewed background information pertaining to the proposed plan to audit the annual Financial Statements for 2008-2009. The plan, which was included in the background information, outlines the process to be undertaken by Ernst and Young LLP, with respect to the external audit of all Memorial University of Newfoundland accounts, including the Pension Plan and each related not-for-profit organization.

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

2. Legal Services for Memorial University

The Board received and reviewed background information pertaining to legal services for Memorial University.

The Board was advised that a public call for proposals for legal services for Memorial University of Newfoundland was issued on June 14, 2008. In this regard, four proposals were received and subsequently, the proposals were reviewed by an ad hoc Committee.

Following discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the recommendation that the firms of Stewart McKelvey, McInnes Cooper, Cox Palmer, and Poole Althouse be selected to provide legal services to the University.

3. Enterprise Risk Management - Annual Report 2007-08

The Board received and reviewed the Enterprise Risk Management (ERM) Annual Report for 2007-08. The report summarizes the more significant activities in which the Department has been involved during the past year. It provided quantitative and qualitative information related to the initiatives being undertaken to move forward with a strategy of integrating ERM with the University's ongoing academic, research, student life and administrative

activities. The report provides a summary of major activities in which ERM was engaged during the past year, in relation to internal audit, policy development, department risk management procedures, safety and security, international recruitment and risk transfer.

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

**5521. SENATE MATTERS**

The Board received and reviewed a report of items of business considered by Senate at its regular meetings held on October 14, 2008 as well as November 18, 2008. Approval was given to the following items requiring Board approval under Section 56(h) (course of study) and 56(s) (making or altering a rule or regulation) of the Act:

1. October 14, 2008 Meeting

Item 17 Report of the Academic Council of the School of Graduate Studies  
(No. 17.1 - 17.4 )

Item 19 Report of the Academic Council of the School of Graduate Studies  
(No. 19.1 - 19.2

Item 21 - Amendment to the Marine Institute Academic Council Constitution and By-Laws

On the recommendation of Senate, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the amendments to the Marine Institute Academic Council Constitution and By-Laws.

2. November 18, 2008 Meeting

Item 30 Report of the Senate Committee on Undergraduate Studies  
(No. 30.1 - 30.3)

Item31 Report of the Academic Council of the School of Graduate Studies  
(No. 31.1 - 31.3)

Item 32 Report of the Academic Council of the School of Graduate Studies  
(No. 32.1 - 32.2)

**ADJOURNMENT**

The meeting adjourned at 3:40 p.m.

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**CHAIR**

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**SECRETARY**

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**DATE**