

MEMORIAL UNIVERSITY OF NEWFOUNDLAND

BOARD OF REGENTS

The regular meeting of the Board of Regents was held on Thursday, July 17, 2008, in the Industry Seminar Room of the Marine Institute at 2:00 p.m.

PRESENT:

Mr. Gil Dalton, Chair
Ms. Mary Broderick, Vice-Chair
Dr. Eddy Campbell, Acting President
Dr. Doreen Neville, Acting Vice-President (Academic)
Ms. Ruth Canning
Ms. Pat Coish-Snow
Mr. Martin Gould
Mr. Jim Igloliorte
Ms. Jeannette Lundrigan
Ms. Meghan Mitchell
Mr. Douglas Moores
Mr. Darek Moreau
Dr. Vinod Patel
Mr. Tony Roche
Ms. Eleanor Swanson
Ms. Kathie Thoms
Ms. Sherina Wall
Ms. Tina Pardy, Secretary

APOLOGIES: Ms. Gaylene Buckle, Mr. Brian Dalton, Ms. Deanne Fleet, Mr. Jim Keating, Mr. Earl Ludlow, Ms. Rosellen Sullivan, Ms. Melissa Squarey, Ms. Judy White.

PRESENT BY INVITATION:

Mr. Kent Decker, Vice-President (Administration and Finance), and Dr. Christopher Loomis, Vice-President (Research)

5465. MEETING CALLED TO ORDER

The meeting was called to order at 2:00 p.m. by Mr. Dalton, Chair.

5466. APPROVAL OF THE AGENDA

The agenda for the meeting was approved, as amended.

5467. MINUTES

The Minutes of the regular meeting of the Board of Regents held on May 26, 2008, a copy of which was circulated, were approved by the Board.

5468. SAFETY MOMENT

The Chair commented that at the beginning of each meeting, the Board will observe a safety moment which would be presented by the Acting President. Today's Safety Moment included an update on the creation of the position "Director of Health and Safety".

5469. INTERNATIONAL UNDERGRADUATE TUITION FEES

The Board received and reviewed background information pertaining to the increases in International Undergraduate Student Tuition Fees.

The Board was reminded that at its meeting held on October 18, 2007 it considered a submission with respect to increased support and services for international undergraduate students through an increase in the government grant or a 10% increase in international undergraduate tuition fees.

The resolution flowing from that submission was:

RESOLVED:

That the Board of Regents authorizes the University Administration to increase support and services for international undergraduate students as follows:

- a) Seek an increase in the government grant in order to support increased student support services as outlined above, or;
- b) Increase the per course tuition fee for international undergraduate students by 10% from \$880 to \$969 if support from government is not forthcoming.

The Board was advised that the government grant was not increased in support of this initiative.

Mr. Dalton then welcomed to the meeting, Mr. Cameron Campbell and Ms. Melissa Penney, Memorial University of Newfoundland Students' Union, who provided a presentation on the International Undergraduate Tuition Fees.

Following the presentation and a question and answer period, Mr. Dalton,

on behalf of the Board, thanked Mr. Campbell and Ms. Penney for their very informative presentation and they left the meeting.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents defer implementation of the 10% increase to international undergraduate student fees.

5470. CHAIR'S REPORT

1. Update on the Presidential Search

Dr. Campbell, Dr. Neville, Dr. Loomis, and Mr. Decker left the meeting during the discussion of this item.

Mr. Dalton provided the Board with a report on the status of the Presidential Search to date.

2. Governance Matters

There was some discussion of governance changes in light of the expected changes to the Memorial University Act.

3. Board Meeting Dates for 2009

The Board approved the following tentative dates for Board meetings in 2009:

Board Meeting Dates for 2009 (cont'd)

Thursday, February 5th
Thursday, March 19th
Monday, May 25th (to coincide with St. John's Spring Convocation)
Thursday, July 16th
Thursday, September 10th
Thursday, October 22th (to coincide with St. John's Fall Convocation)
Thursday, December 10th

4. Board Retreats

The Chair commented on the Board Retreat which is normally held in July or September of each year. Following discussion, it was agreed that the retreat be postponed until 2009 at which time the theme of the retreat would be considered.

5. Election of Alumni members to the Board

The Chair reported that in June 2008, the Memorial University Alumni Association issued a call for nominations for candidates for the election of six alumni representatives to the Board of Regents. He was pleased to report that a total of 39 nominations had been received.

5471. ACTING PRESIDENT'S REPORT

1. Activities Report

Dr. Campbell advised the Board of a number of activities in which he had been involved and a number of events in which he had attended since the last meeting of the Board.

2. Enrolment/Application Report

Dr. Neville presented a verbal report on the Enrolment Targets for 2008-20089

3. Report on the Capital Campaign

The Board received and reviewed background information pertaining to the Capital Campaign. The Board was advised that recent activities of the capital campaign office include:

- Campaign administration
- Identification and researching of prospective donors for the campaign
- Policy and procedure development
- Campaign leadership and ongoing development of the campaign theme.
- Prospect cultivation and solicitation

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

4. Renewed Mission, Mandate and Advisory Board Structure for the Labrador Institute

The Board received and reviewed background information pertaining to a recommendation for the renewed Mission, Mandate and Advisory Board Structure for the Labrador Institute of Memorial University.

The Board was advised that the response to the fiscal restraint of the early 1990's resulted in a major downsizing of Memorial's then *Labrador Institute of Northern Studies (LINS)*. Memorial's staff in Labrador in the 1980's peaked at 14 and by 1997 was reduced to four. In 1997,

Memorial changed the *LINS'* name to the *Labrador Institute (LI)* and adopted a revised mission, mandate, governance and organizational structure. By 1999, staffing at LI had been reduced to a Director and Administrative Staff Specialist. While the recruitment of a Director had presented challenges in recent years, a new Director is now in place and staffing at LI stands at five. Labrador has undergone major change during this period. Transportation systems have advanced dramatically, there has been major industrial and economic development with other significant projects pending, the Nunatsiavut Government is proclaimed, the Innu Nation land claim has been accepted and is in negotiation, and the Metis Nation has prepared a land claim for consideration by the Federal Government. The need for a strong and growing Memorial presence in Labrador has never been greater. This is recognized in measure in Memorial's Strategic Plan. The renewal of the Labrador Institute mission, mandate and governance structure, is a direct response to the post-secondary needs of Labradorians, the changes occurring in the region, and Labrador focused objectives and goals espoused in Memorial's Strategic Plan.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approve the renewed Mission, Mandate and Advisory Board Structure for the Labrador Institute.

5. Appointments to the MUN (UK) Ltd. Board of Directors

The Board received and reviewed background information pertaining to a recommendation for an extension and appointments to the MUN (UK) Ltd. Board of Directors.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the following extension and appointments to the MUN (UK) Board of Directors:

Dr. Michael Collins - as Chair of MUN (UK) Board of Directors until such time as a new President of Memorial University is appointed

Dr. Grant Gardner - effective August 1, 2008 until he is replaced as Associate Vice-President (Academic)

Dr. Brian Astin - effective August 1, 2008 to March 31, 2009.

6. Report Card on the Strategic Plan

The Board received and reviewed background information pertaining to Memorial University's Strategic Plan Report Card.

After a brief discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the Memorial University Strategic Plan Report Card.

7. Appointment to the C-CORE Board of Directors

The Board received and reviewed background information pertaining to a recommendation for an appointment to the C-CORE Board of Directors.

Following a brief discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the appointment of Ms. Anne Downey, Manager of Commercial and Business Development, Petro-Canada, to the Board of Directors of C-CORE for a three-year term effective June 5, 2008.

8. Draft Strategic Plan for Sir Wilfred Grenfell College

The Board received and reviewed background information pertaining to the Draft Strategic Plan for Sir Wilfred Grenfell College. The College is currently undergoing a Strategic Planning process. A committee chaired by the Acting Principal, prepared a draft document, a copy of which was circulated at today's meeting.

This report was received for information only and did not require a resolution of the Board. The Secretary of the Board of Regents will advise Dr. Holly Pike, Acting Principal of Sir Wilfred Grenfell College of any commentary forthcoming from the Board.

5472. FINANCE COMMITTEE MEETING

Mr. Dalton welcomed to the meeting, Ms. Debbie Collis, Director of Financial and Administrative Services, who provided a presentation on the Audited Financial Statements for the University 2007-08 and the Audited

Financial Statements for the MUN Pension Plan 2007-08.

After a question and answer period, Mr. Dalton, on behalf of the Board, thanked Ms. Collis for her very informative presentation and she left the meeting.

The Minutes of the Finance Committee meeting held on July 16, 2008, which were presented by Ms. Pat Coish-Snow, Chair of the Committee, were approved by the Board. On the recommendation of the Finance Committee, the following resolutions were passed with respect to the items requiring specific approval of the Board:

Item 3049 - Audited Financial Statements for the University 2007-08 and the Annual Management Report from External Auditors

The Board received and reviewed background information pertaining to the Consolidated Financial Statements of the University, and was advised that the report of the external auditors on the annual audited financial statements of the University as at March 31, 2008 were received and reviewed by the Audit and Risk Management Committee on July 15, 2008. The external auditors found the financial statements to present fairly the financial position of the University as at March 31, 2008, the results of the operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles. There were no qualifications in the report of the external auditors.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the Memorial University Audited Financial Statements for the fiscal year ended March 31, 2008.

Item 3050 - Audited Financial Statements for MUN Pension Plan 2007-08

The Board received and reviewed background information pertaining to the Memorial University Pension Plan Audited Financial Statements for the fiscal year ended March 31, 2008 and was advised that the external auditors found the financial statements to present fairly the net assets available for benefits of the Memorial University Pension Plan as at March 31, 2008, and the changes in net assets available for benefits for the year then ended in accordance with Canadian generally accepted accounting principles. There were no qualifications in the report of the external auditors.

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, 2008.

Item 3052 - Establishment of Rates of Pay to Remunerate Specialized Contracted Work within the University

The Board received and reviewed background information with regard to the establishment of rates of pay to remunerate specialized contracted work within the University.

The Board was advised that the rates of pay for the following specialized roles within the University have been reviewed:

- Aboriginal Language Consultants employed in the Department of Linguistics within the Faculty of Arts
- Copy Editors employed in the Arts Publication area within the Faculty of Arts
- Med Quest Instructor in the Faculty of Medicine (increase of weekly pay rate)
- Pharmacist Practice Instructor employed in the School of Pharmacy

The Board was further advised that the payment of the rates for the above-noted roles would be solely from external funding.

After a brief discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the establishment of the following rates of pay:

- Aboriginal Language Consultants of \$25-\$60 per hour
- Copy Editors of \$25-\$30 per hour
- Med Quest Instructor from \$325 to \$460 per week
- Standardized Health Professionals of \$30 per hour

Item 3054 - Memorial University of Newfoundland Students' Union Membership Fee Increase

The Board received and reviewed background information pertaining to an increase in fees collected by Memorial University of Newfoundland Students' Union (MUNSU).

The Board was advised that on September 15, 2004, MUNSU passed a

resolution to increase fees at the beginning of the term commencing the month of January, 2005, and that the fee be adjusted annually on the 1st day of July to reflect increases in the Consumer Price Index (CPI) for St. John's, NL as determined by Statistics Canada.

The current Memorial University of Students Union membership fee is \$36.89 for full-time students and \$15.81 for part-time students. MUNSU is now requesting that the amount be increased to incorporate the 2.3% CPI increase for the 2008-2009 academic year. The MUNSU membership fee for full-time students will increase from \$36.89 to \$37.74, and the membership fee for part-time students will increase from \$15.81 to \$16.17 for part-time students.

Following a brief discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves an increase in the MUNSU membership fee from \$36.89 to \$37.74 for full-time students, and \$15.81 to \$16.17 for part-time students, effective July 1, 2008.

Item 3055 - Increases in Meal Plan Fees - St. John's Campus

The Board received and reviewed background information pertaining to an increase in the meal plan fees for the St. John's campus.

The Board was advised that an increase of 6% is being proposed to address an adjustment associated with an increase in the Consumer Price Index for food as well as an anticipated increase in salary costs from Chartwells, the University's food services supplier.

After a brief discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves an increase in the meal plan fees of approximately 6% for the St. John's campus, effective September 2008, as follows:

- a) 10 meal plan – from \$1488 to \$1,578/semester
- b) 14 meal plan – from \$1608 to \$1,705/semester
- c) 19 meal plan – from \$1677 to \$1,778/semester

Item 3056 - International Health Insurance Coverage

The Board received and reviewed background information pertaining to

the International Health Insurance Coverage.

The Board was advised that in support of Memorial University's approximately 1,000 international students (which includes undergraduate, graduate, English as a Second Language (ESL), and exchange students), the institution has required that all international students hold a minimum of emergency health insurance coverage while enrolled at the university (Calendar regulations 1.5.3). This is provided by private sector health insurance companies and does not require financial investment by the University. This policy ensures conformity to North American standards and the Canadian Health system. Current coverage expires August 31, 2008. The University has been advised by the current provider that they would be interested in renewing at the current rates until December 31, 2008.

The Board was advised that the tendering process is currently underway and rate changes, if any, will be implemented by September 1, 2008. This process has been facilitated by an external consultant Morneau-Sobeco, specialist in health care consultancies. The continuance of rates is a result of the 2006 tendering process. The rates were (and still are) within the comparative rates in other Canadian institutions. The consultant reports the industry standard applies in this instance and is competitive.

The Board was also advised that in June 2007, the Government of Newfoundland and Labrador, recognizing the importance of all international students to the province, extended health care coverage under the province's Medical Care Plan (MCP) to international students undertaking post-secondary studies in the province. This coverage was also extended to the families of international students providing they meet certain conditions of eligibility. International students can opt out of their existing Student Guard plan providing they can show proof of supplemental health insurance coverage plus MCP.

The Board was further advised that in December 2002, the Board of Regents approved health and dental insurance for graduate students. The health plan was designed to meet the needs of all full-time graduate students covered by basic provincial health coverage. At that time it was recognized that international students, while covered by the dental plan, would be included in the health plan once they were extended coverage under the provincial MCP program.

The structure of the GSU health plan is such that, as a group plan, all eligible members are enrolled. Members who can provide proof of alternate coverage can opt out of the GSU Health Insurance plan.

International students holding a valid MCP card and residing in Newfoundland are now fully eligible for membership in this plan. Initially upon registration, students will be enrolled in Student Guard until MCP eligibility can be determined. Students will be then given an opportunity to opt out of Student Guard upon proof of MCP eligibility, at which time, enrolment in the GSU health insurance will be mandatory.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves changes to the International Health Insurance coverage as follows:

- a) Effective immediately, it will be mandatory for all international graduate students registering at Memorial University for the Fall 2008 Semester to be enrolled in the GSU Dental Plan and either the GSU health insurance or Student Guard. International students can opt out of their existing Student Guard plan providing they can show proof of supplemental health insurance coverage plus MCP.
- b) Authority to determine international student health insurance fees be deferred to the University senior administration pending the outcome of the on-going tendering process.
- c) Current Graduate Student Union Health Insurance premiums remain the same as the 2007-2008 rate. All rates for the GSU Health and Dental plan are subject to the \$5.00 administrative fee.

Item 3057 - Master of Public Health Commencement and Special Program Fee

The Board received and reviewed background information pertaining to the approval of the Master of Public Health commencement date and authorization of a special program fee. The Board was advised that at a meeting held on May 13, 2008, Senate approved the Faculty of Medicine's proposal for a Master of Public Health (MPH). This program is designed to address a growing demand for advanced academic training for those working in Public Health leadership roles in Federal and Provincial governments and Regional Health Authorities. The proposed fee is higher than the current Master's fee (\$3030). The Master of Public Health fee is \$4490 which reflects the intensity of delivery to meet the demands of the

market, small class size and the added costs of administering the Public Health Seminar program which will involve guest lecturers.

After a brief discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the Master of Public Health program to commence in September 2008. Further, the Board approves a special program fee of \$1,460 in addition to the standard tuition fee (Plan A, B or C) for a master's degree (the special program fee to paid half in the first semester and half in the second semester).

Item 3058 - Increase in Confirmation and Cancellation Fee - Sir Wilfred Grenfell College

The Board received and reviewed background information pertaining to the confirmation and cancellation residence room fee at Sir Wilfred Grenfell College. The College is proposing that Grenfell revise its confirmation fees to the 'St. John's model' of a \$500 confirmation fee for first year students and a \$500 cancellation fee for returning housing students.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the following:

1. An increase from \$100 to \$500 in the room confirmation fee at Sir Wilfred Grenfell College for new students effective Fall 2008.
2. A \$500 cancellation fee for returning students at Sir Wilfred Grenfell College who fail to cancel their residence/chalet rooms by a set deadline for the Fall and Winter semesters, effective Fall 2008.

Item 3059 - Resident Assistant and Proctor Remuneration - Sir Wilfred Grenfell College

The Board received and reviewed background information pertaining to the Resident Assistant and Proctor remuneration at Memorial University and Sir Wilfred Grenfell College.

The proposed salary changes will more accurately reflect similarities in

the two positions while acknowledging the additional challenges Chalet Proctors face.

After a brief discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the Resident Assistant and Proctor Remuneration as follows:

1. An increase in MUN – SWGC Resident Assistant remuneration from \$400 to \$600 per semester effective September 2008.
2. A decrease in the MUN – SWGC Chalet Proctor remuneration from \$1000 to \$800 per semester effective September 2008.

Item 3060 - Establishment of Position of Director of Health and Safety

The Board received and reviewed background information pertaining to the establishment of the permanent position of Director of Health and Safety.

The Board was reminded that Memorial University is fully committed to providing an environment which appropriately supports work, study and campus life by conducting all aspects of its operations in accordance with appropriate standards of health, safety and environmental protection. The University understands that achieving high standards of health, safety and environmental protection requires active support and participation of all employees, students and visitors. Accordingly, the University will continue with developments in the environmental health and safety program by working openly and in co-operation with members of the University community including Occupational Health and Safety Committees and external agencies. Providing an appropriately healthy and safe environment requires an ongoing and iterative process of programming, implementation and performance audit, leading to continuous improvement.

The Board was advised that the University Administration supports the creation of a senior administrative position solely dedicated to the leadership of health and safety at the University. The following positions will report to the Director:

- Manager of Safety & Environmental Services
- Radiation and Bio-safety Officer
- Hazardous Materials Officer

- Health and Safety Advisor (one-year contractual)
- Diving and Boating Safety Officer

The broad responsibilities of the Director of Health and Safety would be as follows:

1. Provide leadership in continuing the championing of a safety culture at Memorial.
2. Review current Safety Programs and develop long term strategies for additions to the program.
3. Support the health and safety efforts of Faculties and Departments by providing expert information and advice.
4. Provide such health and safety services and training as is appropriate.
5. Support the work of the Occupational Health and Safety Committees.
6. Liaise with external regulatory agencies on a regular basis.
7. Promote all aspects of safety to enhance and to ensure a strong University safety culture. Liaise with Enterprise Risk Management on situations which arise that could pose significant risk to the university

The permanent position will be funded from the Vice-President (Administration and Finance) envelope.

After discussion, the following resolution was passed:

RESOLVED:

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

Director of Health and Safety

Item 3061 - Establishment of Permanent Positions within the University Position Complement

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

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the establishment of the following permanent positions:

Department of Financial and Administrative Services
FRS-101 - Manager of Financial Systems

Faculty of Medicine
MED-223 - Human Resources Manager

3062 - 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.

The Board was advised that funding is available in the 2008/2009 operating budget of the respective departments to support these permanent positions.

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:

School of Human Kinetics and Recreation
PED-601 - Athletic Therapy Coordinator

Faculty of Medicine
MED-222 - Academic Program Administrator

3063 - Conversion of Contractual Position of Senior Policy Advisor to Permanent within the University Position Complement

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

The Board was advised that there is a need for the position to be created permanently and that funding is available in the operating budget of the President's Office to support this position.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approved the creation of the following permanent position within the University position

complement:

Senior Policy Analyst

5473. AUDIT AND RISK MANAGEMENT COMMITTEE MEETING

A verbal report of the meeting of the Audit and Risk Management Committee of July 15, 2008 was presented by Mr. Moores, Chair of the Committee, and the following resolution was passed with respect to the item requiring specific approval of the Board:

1. Report of External Auditors - Results of 2008 Audit

The Board received and reviewed background information pertaining to the Report of the External Auditors for 2008. The Board was advised that Ernst Young LLP, have audited the consolidated financial statements of Memorial University of Newfoundland. The scope and manner of the audit is outlined in the 2008 Audit Service Plan, which was approved by the Board of Regents on February 7, 2008.

This Audit Report briefly summarizes the major aspects of the audit of the consolidated financial statements for the period ending March 31, 2008. It is a companion document to the Consolidated Financial Statements, as the audited statements alone would not necessarily identify all matters that may be of interest to the Audit and Risk Management Committee in fulfilling its responsibilities. The Audit Report states that the auditors have substantially completed the audit and subject to the clearance of minor outstanding items, expect to be in a position to sign an unqualified report.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents receives the Report to the Audit and Risk Management Committee - Results of the 2008 Audit.

5474. APPOINTMENTS COMMITTEE MEETINGS

Dr. Patel declared a conflict of interest with an item contained in the Report of Action of July 17, 2008 and absented himself from voting on this report.

The Board received and reviewed two Reports of Action of the Appointments Committee meetings held on June 19, 2008 and July 17, 2008 along with an addendum, which was presented by Ms. Broderick, Chair of the Committee, 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 reappointment and appointment:

Dr. Linda Hensman reappointed as Director of the School of Pharmacy for a second five-year term, effective January 1, 2009.

Ms. Shona Perry-Maidment as Acting Director of Student Recruitment for the period commencing September 1, 2008 and until a new Director has been appointed.

5475. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE MEETING

The Minutes of the Campus Planning and Development Committee meeting held on July 17, 2008, were presented by Ms. Broderick, Chair of the Committee, and approved by the Board.

The following resolutions were passed with respect to the items requiring specific approval of the Board:

1. Process to Identify Physical Infrastructure Requirements

The Board received and reviewed background information pertaining to the process to identify physical infrastructure requirements.

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

2. Conveyance of Property in Corner Brook to the Provincial Government

The Board received and reviewed background information pertaining to the conveyance of property in Corner Brook to the Newfoundland and Labrador Provincial government.

The Board was advised that the University holds title to approximately 170 acres of land in Corner Brook, comprising the campus of Sir Wilfred Grenfell College. The area in which the acreage is located is designated as part of a growth centre within the City of Corner Brook, with the development of the Long Term Care Centre, a residential development in the adjacent Wheeler's Road area, the redevelopment of the "super" high school to serve the city and future growth of the University campus.

Traffic in the area is generally heavy with much construction traffic moving through the Wheeler's Road residential area, and creating

dangerous conditions for the residents. A traffic study has determined that the existing traffic routes cannot sustain future development in the area.

The provincial government, through the Department of Transportation and Works, has requested approval to develop a collector road through property now owned by the University, as a measure to reduce traffic in the area and to avoid traffic moving through the residential area.

The specific area in which the proposed land transfer is requested was highlighted on an accompanying plot plan which was included in the Board package and entails a 20 metre right of way. The specific area is not within the currently developed part of the Grenfell Campus.

The Board was further advised that the provincial government will be responsible for all costs related to the project, including surveys, transfers, permits, legal and construction costs. There will be no budgetary impact on the University. The government will also be responsible for any environmental impact studies, if required; although they have advised that such studies are not required as long as the proposed Collector Road is within 500 metres of an existing road.

The major benefit to the University is that the road will open up the western part of the campus for possible future development of the University.

Further, the University will be represented on a construction project committee to ensure its interests are protected.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves that the property as designated on the campus plot plan be conveyed to the provincial government for the purpose of constructing a collector road, subject to the conditions outlined in a memorandum dated July 4, 2008 from Mr. Don Matthews, Regional Engineer, Department of Transportation and Works.

3. Selection of Consultant to provide Functional Space Planning Study for the Medical School Expansion, Health Sciences Centre

The Board received and reviewed background information pertaining to a Functional Space Planning Study and was advised that the Study will develop a space program for expansion of the Medical School at the Health Sciences Centre. In this regard, three proposals have been received from consultants. These proposals have been evaluated by a

Selection Advisory Committee, and a summary report of their findings was received and reviewed.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the selection of the firm of PHB Group Inc. as the preferred consultant to provide a Functional Space Planning Study for the Medical School Expansion, Health Sciences Complex.

4. Capital Projects Update

The Board received and reviewed a summary report of the following capital projects currently underway or being planned, and was advised that projects are on time and on budget:

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
- Medical School Expansion, Health Sciences Centre

Marine Institute

- Holyrood Marine Base

Sir Wilfred Grenfell College

- Corner Brook Curling Club Facilities (Rec Plex)
- New Residence

The Board was also advised that there were no safety related incidents reported by contractors since the last meeting.

5. Memorial University Recreation Complex (MURC) Renovation Plans

The Board received and reviewed background information pertaining to the Memorial University Recreation Complex (MURC) renovation plans.

The Board was reminded that at a meeting held on May 26, 2008, the Board approved and funded a project at MURC to extend and renovate change facilities. The Board at MURC have completed detailed design work and have identified the need to add a stairwell linking the lower and third levels of the proposed expansion. The Board was advised that the cost of the addition will be \$160,000 and will be funded by MURC.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the addition of a stairwell to the Memorial University Recreation Complex (MURC) expansion project with additional costs of \$160,000 to be funded by MURC.

6. Ronald McDonald House

The Board received a verbal report pertaining to a Ronald McDonald House. The Board was advised that the University has been approached by the owner of McDonald's Restaurants in Central Newfoundland regarding the possibility of constructing a Ronald McDonald House on University property near the Janeway Hospital. The Campus Planning and Development Committee indicated it would be prepared to consider a proposal in this regard. Details for the proposed facility will be obtained and presented at a future Board meeting.

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

5476. SEPARATELY INCORPORATED ENTITIES COMMITTEE MEETING

The Board received and reviewed background information pertaining to a Genesis Group Incentive Program. The Board was advised that there are no budget implications for Memorial University arising from the adoption of this policy.

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

5477. LABOUR RELATIONS MATTERS

This item was dealt with under Agenda Item 4 - Safety Moment.

5478. POLICY OVERSIGHT COMMITTEE MEETING

A verbal report of the Policy Oversight Committee meeting on June 26, 2008, was presented by Mr. Roche, Chair of the Committee.

On the recommendation of the Policy Oversight Committee, the following resolutions were passed with respect to the items which required approval of the Board:

1. Revised Policy - Space (formerly titled Space Planning and Administration)

The Board received and reviewed background information pertaining to a revised policy on "Space" which was formerly titled "Space Planning and Administration".

The Board was advised that the current Space Planning and Administration policy was written at a time when space was used primarily for traditional classrooms and offices. Growth in enrollment, employee levels and research activity has put pressure on the current inventory of teaching, research and academic/administrative office space and have increased the demand for multi-function space. Decisions regarding space allocation have been hampered by both incomplete information on space usage and inadequate processes and criteria for making such decisions. The proposed policy revision applies to all space on the St. John's campus, excluding the Marine Institute and the Health Sciences Centre, and it:

- establishes ownership of space
- provides a high level, coordinated approach to decision-making on space
- establishes a Vice-Presidents' Committee which takes a broad, strategic view and has representation from academic, administration, research and student affairs
- allocates space to units and gives authority / responsibility for management of that space (re assignment, some renovations, etc.)
- integrates existing related policies

The Board was reminded that in accordance with the "*Development, Approval and Administration of University Policies*", which was approved by the Board in September 2007, the Space policy development followed the new policy framework process. The Policy Oversight Committee reviewed the policy at its meeting on June 26, 2008 and is recommending approval by the Board. Additional background information was also received and reviewed.

The Board was further advised that there are minimal costs associated with implementing this policy.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the proposed revisions to the Space Planning and Administration policy, including a title change to Space Policy, the related Procedures as well as the Implementation Plan, effective September 1, 2008.

2. New Comprehensive Policy - Intellectual Property Policy

The Board received and reviewed background information pertaining to the new comprehensive policy Intellectual Property Policy.

The Board was reminded that Memorial University is a research active institution with an obligation to transfer the knowledge generated from research, including its commercialization where appropriate. Currently, this institution's only coherent policy statement regarding intellectual property is Article 27 of the Memorial University-MUNFA Collective Agreement. Article 27 introduces an exception to the general rule in law that the employer owns the intellectual property of those hired to create it, and derives from the responsibility of MUNFA members to conduct research and publish the results.

However, there are other members of the University engaged in research, and therefore in a position to develop intellectual property, who are not members of MUNFA. They include clinical professors in the Faculty of Medicine, non-academic staff, and students.

In accordance with the "*Development, Approval and Administration of University Policies*", which the Board approved in September 2007, the development of the Intellectual Property policy followed the policy framework process. The Policy Oversight Committee reviewed the policy at its meeting on June 26, 2008 and subsequently through email and recommends its approval by the Board. Additional background information was received and reviewed.

After discussion, the following resolution was passed:

RESOLVED:

That the Board of Regents approves the new comprehensive policy "Intellectual Property Policy" and its Implementation Plan, effective September 1, 2008.

5479. SENATE MATTERS

The Board received and reviewed a report of items of business considered by Senate at its regular meeting held on May 13, 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:

- | | |
|---------|---|
| Item 95 | Report of the Senate Committee on Undergraduate Studies (No. 95.1 95.9) |
| Item 96 | Report of the Academic Council of the School of Graduate Studies (No. 96.1 to 96.6) |
| Item 97 | Report of the Senate Committee on Undergraduate Studies |

(No. 97.1 to 97.2)

Item 98 Report of the Academic Council of the School of Graduate
Studies (No. 98.1)

ADJOURNMENT

The meeting adjourned at 5:45 p.m.