

**MEMORIAL UNIVERSITY OF NEWFOUNDLAND**

**BOARD OF REGENTS**

The regular meeting of the Board of Regents was held on Monday, May 25, 2009, at 2:00 p.m., in the Board Room of the University, Room A-2029.

**PRESENT:**

Mr. Robert E. Simmonds, Chair  
Dr. Eddy Campbell, Acting President  
Dr. Christopher Loomis, Vice-President (Academic), *Pro Tempore*  
Ms. Julie Browne  
Mr. Jerry Byrne  
Ms. Pat Coish-Snow  
Ms. Mary Cormier  
Mr. Adam Daniels  
Ms. Michelle Daye  
Mr. Rex Gibbons  
Ms. Noreen Greene-Fraize  
Ms. Jennifer Guy  
Mr. Ken Marshall  
Mr. Darek Moreau  
Dr. Vinod Patel  
Mr. Tony Roche  
Ms. Kathleen Roul  
Ms. Melissa Squarey  
Ms. Donna Stone  
Ms. Eleanor Swanson  
Ms. Tina Pardy, Secretary

**APOLOGIES:** Chancellor Rick Hillier, Ms. Sheila Ashton, Mr. Gilbert Bennett, Mr. Brian Dalton, Mr. Martin Gould, Mr. Jim Keating, Ms. Debbie Singleton.

**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.

**5555. MEETING CALLED TO ORDER**

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

**5556. PRESENTATION - MEMORIAL UNIVERSITY CAMPAIGN BENCHMARK REVIEW**

Mr. Simmonds welcomed to the meeting, Dr. Penney Blackwood, Mr. Bob Edgett and Ms. Jo-anne Nykilchyk of the Capital Campaign. Mr. Edgett and Ms. Nykilchyk then provided the Board with a presentation entitled "Memorial University Campaign Benchmark Review".

Following a question and answer period, Mr. Simmonds, on behalf of the Board, thanked Dr. Blackwood, Mr. Edgett and Ms. Nykilchyk for their very informative presentation and they left the meeting.

**Meeting with the Minister of the Department of Education**

At this point, Mr. Simmonds welcomed the Honorable Darin King, Minister, Department of Education. The Minister expressed his delight that the Board of Regents was able to accommodate his request for a meeting at short notice. Following brief remarks, the Minister introduced Mr. Darrin Pike, Deputy Minister, Department of Education. Minister King advised that they would both welcome the opportunity to meet with the Board of Regents again in the near future. Following a brief discussion, Mr. Simmonds thanked the Minister and Deputy Minister for coming to today's meeting noting that he is looking forward to more opportunities to work with the Minister and his officials in the future.

**5557. APPROVAL OF THE AGENDA**

The agenda for the meeting was approved, as amended.

**5558. MINUTES**

The Minutes of the special meeting of the Board of Regents held on March 23, 2009 and the regular meeting of the Board of Regents held on March 31, 2009, were approved by the Board.

**5559. CHAIR'S REPORT**

1. Election of Vice-Chair

On May 15, 2009, Mr. Simmonds called for nominations for the position of Vice-Chair of the Board of Regents. As Ms. Eleanor Swanson was the sole nominee, she was declared elected by acclamation to the position. Mr. Simmonds welcomed her to her new role and the Board joined with him in expressing congratulations to Ms. Swanson.

2. Presidential Search

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

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

3. Appointment of Interim President

The Board was reminded that Dr. Eddy Campbell will complete his term as Acting President on August 31, 2009. Following discussion, the following resolution was passed:

**RESOLVED:**

That pursuant to the provisions of the MUN Act, the Board of Regents approves the appointment of Dr. Chris Loomis to replace Dr. Eddy Campbell in the position of President and Vice-Chancellor with contract details (including the appropriate title for example Acting President or President Pro Tempore) to be negotiated in time for consideration at the July 9, 2009 meeting of the Board of Regents.

Dr. Campbell, Dr. Loomis, Mr. Decker and Dr. Gosine returned to the meeting at this point.

4. Board By-laws

Mr. Simmonds noted that the Board By-laws were approved in principle at the meeting of the Board held on March 31, 2009. A copy of the revised By-laws were distributed at today's meeting.

Following a brief discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the Board By-laws as presented in their final form.

5. Ad hoc Committee on Governance

Mr. Simmonds reminded Board members that at a meeting held on March 31, 2009, the Board agreed with the recommendation of the Policy Oversight Committee that work continue to expand the basic set of By-laws into a comprehensive set of Board by-laws by establishing an ad hoc Committee on Governance. In this regard, the Board further agreed to seek volunteers to serve on the ad hoc Committee with a view to having the Committee in place by today's meeting.

Ad hoc Committee on Governance (cont'd)

Following discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the membership of the ad hoc Committee on Governance as follows:

- a) Four Board of Regents members, reflecting as far as possible the composition of the Board:
  - Mr. Rex Gibbons
  - Ms. Eleanor Swanson
  - Mr. Adam Daniels
  - Mr. Darek Moreau
- b) The President or delegate
  - Dr. Eddy Campbell
- c) Advisor to the Board of Regents
  - Mr. Glenn Collins
- d) Secretary to the Board of Regents (Committee secretary)
  - Ms. Tina Pardy
- e) Senior Policy Analyst
  - Ms. Donna Ball

The General Counsel as resource person:

- Ms. Karen Hollett

**5560. ACTING PRESIDENT'S REPORT**

1. Establishment of Scholarship: children of Deceased Soldiers

The Board received and reviewed background information pertaining to a proposal to waive tuition for dependents of Canadian Forces personnel killed on active duty.

Following a detailed discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve in principle, the proposal that Memorial University waive tuition for all dependents of military personnel killed while on active duty. Further, the Board requested that more detailed proposal be provided in time for July 9, 2009, the date of the next Board meeting.

2. Annual Strategic Plan Report Card

Dr. Campbell provided the Board with a report dated May 25, 2009 pertaining to the annual Strategic Plan Report Card.

3. Memorial University of Newfoundland Sustainability Declaration

The Board received for information purposes only, the draft Memorial University of Newfoundland Sustainability Declaration as well as the draft communications plan as outlined in the attached document.

This item was received for information only and did not require a resolution of the Board. It was noted that the finalized declaration would be submitted to the Board of Regents in the early fall for ratification.

4. Approval in Principle of the proposal to Consolidate the Schools of Nursing within the Province under the Governance of Memorial University Board of Regents

The Board received and reviewed background information pertaining to the proposal to consolidate the Schools of Nursing within the province under the governance of Memorial University Board of Regents.

The Board was advised that there are currently three Schools of Nursing in the province: (1) Memorial University School of Nursing; (2) Eastern Health Centre for Nursing Studies; and (3) Western Health, Western Regional School of Nursing. It was noted that while the three schools are separate entities under different governing bodies, they work together collaboratively to deliver the Baccalaureate of Nursing (BN) program. The Centre for Nursing Studies also delivers non-degree programs such as the Licensed Practical Nursing Diploma. It was further noted that the advantages of consolidation are numerous and include: facilitation of administration, program planning, and strategic planning for student recruitment; development of enhanced capacity for nursing research; and attainment of higher levels of preparation by nurse educators.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve in principle, the proposal to consolidate nursing education within a university setting as follows:

- (a) Eastern Health Center for Nursing Studies would be consolidated with the Memorial University of Newfoundland School of Nursing with the intention to create a Faculty of Nursing; and
- (b) Western Regional School of Nursing would be incorporated into Grenfell College/University as a Division/School of Nursing.

5. Update on Activities Relating to the University's Strategic Plan

A report on the external activities of the President during the period March 25 to May 9, 2009 with emphasis to activities relating to the University's Strategic Plan was provided.

**CONSENT AGENDA**

Noting that the items were dealt with in detail in meetings of the appropriate committees, it was moved by Mr. Byrne, seconded by Ms. Squarey and carried that the consent agenda, comprising the resolutions listed in 5561 through 5570 below be approved as follows:

**5561. FINANCE COMMITTEE**

At a meeting held on May 25, 2009, the Finance Committee passed the following resolutions with respect to the items requiring specific approval of the Board:

Item 3115 - To Re-establish Market Differentials for Information Technology (IT) Staff Positions within the University

The Board received background information and agreed to re-establishing market differentials for Information Technology (IT) positions within the University to be effective April 1, 2009 as outlined in the Board submission.

Item 3116 - Establish Rate of Pay for Stage Combat Instructor Employed within the Department of English Language and Literature within the Faculty of Arts

The Board received background information and agreed to the establishment of rate of pay for Stage Combat Instructor of \$50 per hour within the Department of English Language and Literature.

Item 3117 - Establishment of Permanent Positions within the University Position Complement

The Board received background information and agreed to the establishment of permanent positions within the University position complement as follows:

Faculty of Medicine

MED-232 - Academic Program Assistant

Department of Facilities Management

MAI-201 - Power Engineering 2<sup>nd</sup> Class  
MAI-202 - Mechanical Patrolperson

Item 3118 - Conversion of Contractual Positions to Permanent within the University  
Position Complement

The Board received background information and agreed to the conversion of contractual positions to permanent within the University position complement as follows:

QEII Library

LIB-146 - Senior Programmer

Sir Wilfred Grenfell College

RCC-128 - Coordinator

RCC-129 - Programmer Analyst

Computing and Communications

CGS-099 - Systems Administrator IV

CGS-100 - Senior IT Consultant

CGS-101 - Network Administrator II

CGS-102 - PC Consultant I

CGS-103 - Network Administrator I

CGS-104 - PC Consultant III

CGS-105 - Systems Administrator IV

CGS-106 - Network Administrator III

CGS-107 - PC Consultant III

Item 3119 - Revision of Memorial University's Work Term Student Rates for 2009

The Board received background information and agreed to the establishment of Work Term pay rates, effective April 1, 2009 as outlined in the Board submission.

**5562. AUDIT AND RISK MANAGEMENT COMMITTEE**

1. Update on Legal Matters

The Board received an update on legal matters currently involving the University. Board members were reminded of a binder pertaining to legal matters involving the University which is available in the Office of the General Counsel for review at any time.

2. Annual Health and Safety Report

The Board received and reviewed background information pertaining to the Memorial University of Newfoundland Annual Health and Safety Report for fiscal year 2008-2009.

The annual Health and Safety report provides an overview of health and safety performance at Memorial University. The report includes accident and incident statistical information for the past five years.

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

**5563. APPOINTMENTS COMMITTEE**

The Board received the Reports of Action of the Appointments Committee dated May 5, 2009 and May 25, 2009 which was forwarded to the Board for approval.

**RESOLVED:**

That the Board of Regents approve the following appointment:

Ms. Shona Perry-Maidment as Director of Student Recruitment commencing June 1, 2009 at the salary recommended by the Appointments Committee.

**5564. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

1. Update on Progress of Capital Projects

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 and Faculty of Medicine Building Extension, HSC

Marine Institute

- Holyrood Marine Base

Sir Wilfred Grenfell College

- Academic Building
- New Residence

Potential Future Projects

- Centre for Research in Oceans and Environment
- Centre for Energy Education, Research and Development
- Expansion of Marine Institute - Main Campus
- Revitalization of Offshore Safety and Survival Centre

The Board was advised that projects are on time and on budget.

2. Energy Performance Contract - Sir Wilfred Grenfell College and Pepsi Centre

The Board received background information pertaining to the Energy Performance Contract for Sir Wilfred Grenfell College and the Pepsi Centre. The Board was advised that a proposal call was issued for companies that might be interested in pursuing energy performance contracts for facilities at Sir Wilfred Grenfell College and the Pepsi Centre. Honeywell Inc. was the only respondent and it is intended for Memorial to enter into a Letter of Intent with Honeywell regarding this potential contract. Upon execution of the Letter of Intent, Honeywell will commence with the development of an Energy and Facility Renewal Report. This report will detail the energy and operational cost reduction strategies to be considered for implementation at facilities at Sir Wilfred Grenfell College. It will also detail the viability of savings that would be achievable and associated retrofit work required including project costs and annual savings that will be accrued upon project completion. It was noted that all documents associated with the potential contract at the Pepsi Centre will be processed through the City of Corner Brook.

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

3. Selection of Consultant to provide detailed Architectural and Engineering Design Services for a New Academic Building for Sir Wilfred Grenfell College

The Board received background information and agreed that Hearn Fougere Architects Inc. be selected as the preferred consultant to provide detailed architectural and engineering design services for a new Academic Building for Sir Wilfred Grenfell College.

4. Selection of Consultant for the Faculty of Medicine Expansion and Genetics Research Building

The Board received background information and agreed that PHB Group Inc. (in association with NORR Limited) be selected as the preferred consultant to provide detailed architectural and engineering design services for the expansion of the Faculty of Medicine plus the Newfoundland and Labrador Interdisciplinary Research Centre in Human Genetics (NLIRCHG).

5. Annual Report for Architectural and Engineering Consultant Commissions for Projects with a Capital Value of less than \$500,000 awarded in 2008/09

The Board received background information pertaining to architectural and engineering consultant commissions for projects with a capital value of less than \$500,000 awarded in 2008/09. This report was received for information only and did not require a resolution of the Board.

6. Annual Report on Leased Space

The Board received and reviewed the annual report of leased space which summarized information on all property lease agreements of Memorial University. These leases cover agreements for external space occupied by the University as well as space Memorial has leased to other organizations.

7. Request to Use Land on West Side of Clinch Crescent for Parking

The Board received background information and agreed to the lease of land to Eastern Health for the construction of the surface parking as outlined in the Board submission. The Board further approved the recommendation that the University approach the Province to have the parking garage constructed in a manner that allows for future expansion consistent with the Campus Master Plan. The Board also agreed to delegate the Campus Planning Committee authority to approve the parking plan prior to the next regular meeting of the Board of Regents.

**5565. LABOUR RELATIONS MATTERS**

Dr. Campbell provided a verbal report of the Labour Relations Committee meeting held on May 25, 2009 at which time an update on the MUNFA, LUMUN and TAUMUN negotiations was provided.

**5566. SEPARATELY INCORPORATED ENTITIES COMMITTEE**

1. Re-appointments to the Memorial University Recreation Complex (MURC) Board

The Board received background information and agreed to the reappointments to the Memorial University Recreation Complex (MURC) Board as follows:

- Ms. Stephanie Power for a one year term effective June 1, 2009
- Dr. Wayne Ludlow for a three year term effective June 1, 2009

2. Appointments to C-CORE Board of Directors

The Board received background information pertaining to appointments to the C-CORE Board of Directors noting that the President of the University has approved the following appointments for terms commencing May 1, 2009 and ending on April 30, 2012:

- Ms. Paula McDonald
- Mr. Mark MacLeod

3. Appointments to the Board of Directors of Western Sports and Entertainment Inc. (The Pepsi Centre)

The Board received background information and agreed to the reappointment of the following individuals to the Board of Directors of Western Sports and Entertainment Inc. (The Pepsi Centre) for a three year term commencing immediately and expiring on April 25, 2012:

- Mr. Brandon MacDonald
- Dr. Holly Pike
- Ms. Anne Richardson
- Mr. Allan Skanes

The Board further approved the recommendation that Ms. Mary Sparkes be appointed to the Board of Directors of Western Sports Entertainment Inc. (The Pepsi Centre) for a one year term commencing immediately and expiring on April 25, 2010.

4. Appointment to the Marine Institute Industry Advisory Committee (MIIAC)

The Board received background information and agreed to the reappointment of Captain S.J. Hynes as Chair of the Marine Institute Industry Advisory Committee (MIIAC) for the period commencing December 31, 2008 and ending December 31, 2009.

**5567. SENATE MATTERS**

The Board received a report of items of business considered by Senate at its regular meeting held on March 10, 2009. 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 89 Report of the Senate Committee on Undergraduate Studies  
(No. 89.1 - 89.2)
- Item 90 Report of the Academic Council of the School of Graduate Studies  
(No. 90.1)
- Item 91 Report of the Academic Council of the School of Graduate Studies  
(No. 91.1)

Awarding of the Title of Professor Emeritus

The Board received and reviewed background information pertaining to the awarding of the title of Professor Emeritus to a number of retired or former members of the faculty.

Awarding of the Title of Professor Emeritus (cont'd)

After discussion, and on the recommendation of Senate, the following resolution was passed:

**RESOLVED:**

That the Board of Regents awards the title of Professor Emeritus to the following retired or former members of the faculty:

Dr. Ian Bowmer, Faculty of Medicine  
Dr. Hermann Brunner, Department of Mathematics and Statistics  
Dr. Clar Doyle, Faculty of Education  
Dr. Elizabeth Ives, Faculty of Medicine  
Dr. G. Ross Peters, Faculty of Engineering  
Dr. Robert Walley, Faculty of Medicine

Awarding of the Title Librarian Emeritus

The Board received and reviewed background information pertaining to the awarding of the title of Librarian Emeritus to Mr. Richard Ellis, former University Librarian and retired member of the faculty.

After discussion, and on the recommendation of Senate, the following resolution was passed:

**RESOLVED:**

That the Board of Regents awards the title of Librarian Emeritus to Mr. Richard Ellis.

**5568. OTHER BUSINESS**

1. Establishment of the discipline of Emergency Medicine in the Faculty of Medicine and the creation of the position of Chair, Discipline of Emergency Medicine

The Board received and reviewed background information pertaining to the establishment of the discipline of Emergency Medicine in the Faculty of Medicine and the creation of the position of Chair, Discipline of Emergency Medicine.

The Board was advised that establishing emergency Medicine as a separate discipline in the Faculty of Medicine will strengthen the education of health professionals in the field of emergency medicine, and develop research in this field. It will also assist in the recruitment of emergency care physicians who want to return to a tertiary teaching centre and, in turn, enhance the delivery of emergency services within the province. These benefits, as well as the roles and responsibilities of the new discipline chair are contained in the Board submission.

Establishment of the discipline of Emergency Medicine in the Faculty of Medicine and the creation of the position of Chair, Discipline of Emergency Medicine (cont'd)

Following discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the establishment of the Discipline of Emergency Medicine. Further, the Board approves the creation of the permanent position of Chair, Discipline of Emergency Medicine.

2. Department of Education 2008-09 Transfer Guide

The Board received and reviewed background information pertaining to the Department of Education 2008-09 Transfer Guide. The Board was advised that each year, with the cooperation of public secondary and post-secondary institutions, the Provincial government prepares a report that serves as a directory of course credit transfer agreements among post-secondary institutions. The report includes course by course credit agreements, block credit arrangements, credit programs linked to high school, and the admission and transfer policies for post-secondary institutions in Newfoundland and Labrador. It was noted that a web-friendly version of the report is available at [www.ed.gov.nl.ca/edu/postsecondary/transferguide](http://www.ed.gov.nl.ca/edu/postsecondary/transferguide) that allows students to go online to determine the transfer credit they can receive from other institutions.

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

**REGULAR AGENDA**

**5569. FINANCE COMMITTEE**

Item 3121 - 2009/10 Budget Estimates

The Board received and reviewed background information pertaining to the 2009-10 budget estimates.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the budget estimates for the fiscal year 2009/10 as presented in Tables 4 and 5 of the Board submission.

Item 3120 - International Tuition Waiver for International Student Athletes to Support Athletics' Recruitment Strategy

The Board received and reviewed background information pertaining to a proposal for the waiver of international tuition for selected international student athletes to support an Athletics' recruitment strategy.

Following discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approve in principle the proposal for an international tuition waiver for selected international students to support the athletics recruitment strategy. In response to suggestions from members of the Board that this initiative be called a scholarship as opposed to a fee waiver, the Board requested that the administration check into the suggestion and report back to the Board.

Item 3122 - Proposed Increase in 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.

Following a lengthy 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 \$81.50 to \$84.30, effective September 2009. The Board further approves the recommendation that the dental fee changes will be at the rate recommended by Morneau Sobeco as outlined in the Board submission.

**5570. AUDIT AND RISK MANAGEMENT COMMITTEE**

1. Internal Audit Plan for 2009-2010

The Board received and reviewed background information pertaining to the Internal Audit Plan for 2009-10.

The Board was advised that Internal Audit operates as a unit within the Enterprise Risk Management Department. The Unit's main objective is to manage risks, improve processes and evaluate compliance by monitoring the effectiveness of controls and adherence to policy, procedure and legislative requirements. It is also

Internal Audit Plan for 2009-2010 (cont'd)

responsible for forensic audits in cases where inappropriate activity is suspected with respect to University funds or assets. In addition, other projects have been proposed to ensure that specific aspects of the University's operations that have not been addressed for a number of years are reviewed.

After discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the Internal Audit Plan for 2009-10.

**ADJOURNMENT**

The meeting adjourned at 5:00 p.m.

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**CHAIR**

\_\_\_\_\_  
**SECRETARY**

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**DATE**