

**MEMORIAL UNIVERSITY OF NEWFOUNDLAND**

**BOARD OF REGENTS**

The regular meeting of the Board of Regents was held on Thursday, September 10, 2009, at 2:00 p.m., in the Board Room of the University, Room A-2029.

**PRESENT:**

Mr. Robert E. Simmonds, Chair  
Dr. Chris Loomis, President and Vice-Chancellor, *Pro Tempore*  
Dr. Reeta Tremblay, Vice-President (Academic), *Pro Tempore*  
Ms. Sheila Ashton  
Ms. Pat Coish-Snow  
Ms. Mary Cormier  
Mr. Adam Daniels  
Ms. Michelle Daye  
Mr. Rex Gibbons  
Mr. Martin Gould  
Ms. Noreen Greene-Fraize  
Ms. Jennifer Guy  
Mr. Jim Keating  
Mr. Ken Marshall  
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, Mr. Gilbert Bennett, Ms. Julie Browne, Mr. Jerry Byrne, Mr. Brian Dalton, 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, Ms. Karen Hollett, General Counsel.

**5585. MEETING CALLED TO ORDER**

The meeting was called to order at 2:00 p.m. by Mr. Simmonds, Chair. He then welcomed back members of the Board for the first meeting of the new academic year. He extended a special welcome to Dr. Chris Loomis, President and Vice-Chancellor *Pro Tempore* and Dr. Reeta Tremblay, Vice-President (Academic) *Pro Tempore*.

**5586. APPROVAL OF THE AGENDA**

The agenda for the meeting was approved, as amended.

**5587. MINUTES**

The Minutes of the regular meeting of the Board of Regents held on July 9, 2009 were approved by the Board.

**5588. PRESENTATION - RONALD MCDONALD HOUSE NEWFOUNDLAND AND LABRADOR**

Mr. Simmonds reminded Board members that at a meeting held on September 11, 2008, the Board of regents approved the administration's proposal to enter into negotiations for the execution of a land lease between the University and Ronald McDonald House Charities. He then welcomed to the meeting, Mr. Gerry Beresford and Ms. Cathy Dornan who provided the Board with a presentation regarding the lease of land for Ronald McDonald House Newfoundland and Labrador.

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

**5589. CHAIR'S REPORT**

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

1. Presidential Search

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

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

**5590. PRESIDENT PRO TEMPORE REPORT**

1. Report on Capital Campaign Progress

Dr. Loomis provided the Board with a verbal update pertaining to the Capital Campaign. This included an update on the activities of the capital campaign office to date which include the Campaign leadership recruitment; identification and researching of prospective donors; prospect cultivation and solicitation and an update on the Memorial Family Campaign.

2. President's Summary of Activities in Support of the Strategic Plan

A report on the external activities of the President during the period July 20 to September 7, 2009 with emphasis to activities relating to the University's Strategic Plan was provided.

3. Presentation on Employee Opinion Survey

Mr. Simmonds welcomed to the meeting, Ms. Lisa Hollett, Director of Human Resources, who provided a presentation on the Employee Opinion Survey.

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

4. Sustainability Declaration

The Board received and reviewed background information pertaining to the Memorial University of Newfoundland Sustainability Declaration. The Board was reminded that a draft of the Sustainability Declaration was provided to the Board of Regents for information purposes only at the meeting held on May 25, 2009. The Declaration is the outcome of a university-wide consultation process.

After a discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the Sustainability Declaration as recommended in the Board submission.

5. Registration Progress Report for the Fall 2009 and Implications of Final Registration Data on the 2009-2010 Budget

The Board received and reviewed background information pertaining to the registration progress report for the fall 2009 semester and the implications of final registration data on the 2009-2010 budget.

Dr. Loomis advised members of the Board that after three years of declining enrolments the data available for the beginning of the Fall semester show that overall enrolments are up slightly compared with last year. An examination of new and continuing enrolment of Newfoundland, Canadian and international students reveals several trends over the last three years. From 2008 to 2009 there is an increase in enrolments for new Newfoundland and international students, as well as an increase in continuing national and international students. Continuing Newfoundland enrolments have dropped from 2008, but at a slower pace than in the previous two years. There is a decrease in new national enrolments from 2008 to 2009 particularly from other Atlantic provinces where tuition incentives have been increased, but there is an increase in enrolments from Ontario. Additionally, there

Registration Progress Report for the Fall 2009 and Implications of Final Registration Data on the 2009-2010 Budget (cont'd)

is an increase in new and total students for St. John's and a decrease in both categories for Sir Wilfred Grenfell College. Dr. Loomis also advised members of the Board that tuition revenues projected are on budget for the current year.

Dr. Loomis then provided members of the Board with an update on on-campus housing for students. He advised that all beds in Paton College and Burton's Pond are filled. However, due to renovations in Paton College, approximately 100 beds are not available. Dr. Loomis noted that any vacancies will be filled from the waitlist and students who still require accommodations have been referred to the off-campus housing office for assistance. He further noted that on September 10, 2009, there will be an off-campus housing fair intended to match students who still need housing with prospective landlords.

**CONSENT AGENDA**

At the request of Mr. Daniels, Items 10.B and C were removed from the Consent Agenda.

Noting that the items were dealt with in detail in meetings of the appropriate committees, it was moved by Mr. Keating, seconded by Ms. Pat Coish-Snow and carried that the consent agenda, comprising the resolutions listed in 5591 through 5597 below be approved as follows:

**5591. FINANCE COMMITTEE MEETING**

At a meeting held on September 10, 2009, the Finance Committee passed the following resolutions with respect to the items requiring specific approval of the Board:

Item 3137 - Update Previously Established Teaching Rates in the Faculty of Medicine

The Board received background information and agreed to the updated remuneration rates for the Faculty of Medicine in each of the categories as outlined in the Board submission. Further, the Board approved the recommendation that all rates will be effective October 1, 2009.

Item 3138 - Update the Positions currently listed as Bank Signing Officers of the University

The Board received background information and agreed that the following positions be authorized to sign on behalf of the University:

Item 3138 - Update the Positions currently listed as Bank Signing Officers of the University (cont'd)

- For any amount, any two of Chair of the Board of Regents, Chair of the Finance Committee of the Board of Regents, President, Vice-President (Administration and Finance), Director of Financial and Administrative Services, Associate Director of Financial and Administrative Services, and Manager Financial Reporting and Analysis; and
- For amounts under \$10,000.00, Staff Accountant - Disbursements, acting with any one of the other authorized signatories above.

Item 3139 - Establish Market Differential for Staff Positions in the School of Pharmacy which require a Pharmacy License

The Board received background information and agreed that a market differential ranging from \$8,924 to \$20,350 be implemented to provide a maximum annual salary of \$80,000 for staff positions requiring a pharmacy license, to be effective July 1, 2009.

Item 3140 - Grenfell College Student Union (GCSU) Health Plan Fee

The Board received background information and agreed with the recommendation of the Finance Committee of the Board of Regents to reverse its decision of May 25, 2009 to decrease dental fees in the Grenfell College Student Union (GCSU) Health Plan.

Item 3141 - 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:

Core Research Equipment and Instrument Training Network (CREAIT)

CRE-010 - Secretary - BL 3

CRE-011 - Administrative Staff Specialist I

**5592. 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. Health and Safety Report for Memorial University of Newfoundland

The Board received and reviewed background information pertaining to the Health and Safety Report for Memorial University of Newfoundland. The report provided an interim health and safety update which included some of the key statistical information that is being tracked.

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

3. Safety and Security Review

The Board received a verbal update on the Safety and Security Review.

**5593. APPOINTMENTS COMMITTEE MEETING**

The Board received the Reports of Action of the Appointments Committee dated September 10, 2009 which was forwarded to the Board for approval.

**RESOLVED:**

That the Board of Regents approve the following appointment:

Dr. Wilfred Zerbe as Dean of the Faculty of Business Administration commencing January 1, 2010 at the salary recommended by the Appointments Committee.

**5594. 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

- New Residences
- Residence Renovations
- Newfoundland & Labrador Centre for Interdisciplinary Research in Human Genetics and Faculty of Medicine Building Extension, HSC
- Process Engineering Laboratory Renovations

Update on Progress of Capital Projects (cont'd)

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.

**5595. LABOUR RELATIONS MATTERS**

Dr. Loomis provided a verbal report of the Labour Relations Committee meeting held on September 10, 2009 at which time an update on the MUNFA, LUMUN and TAUMUN negotiations was provided.

**5596. SEPARATELY INCORPORATED ENTITIES COMMITTEE**

1. Appointments to the Board of Directors of Memorial University Recreation Complex (MURC)

The Board received background information and agreed to the following appointments to the Memorial University Recreation Complex (MURC) effective September 11, 2009:

- Mr. Travis Collins for a one year term
- Mr. Brad Vincent for a one year term
- Mr. Jonathan Day for a one year term
- Dr. Anthony Card until such time as a permanent Director of Human Kinetics and Recreation assumes that position

2. Audit Report for Memorial University Recreation Complex (MURC) for year ending March 31, 2009

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.

3. Appointments to the Canadian Centre for Fisheries Innovation (CCFI) Board of Directors

The Board received background information and agreed to the following appointments to the Board of Directors, Canadian Centre for Fisheries Innovation (CCFI) for the period July 1, 2009 to December 31, 2009:

Mr. Ray Andrews  
Mr. Ross Butler  
Mr. Gabe Gregory  
Ms. Caroline Davis  
Mr. Gerard Chidley  
Mr. Frank Hennessey  
Mr. Sandy Roche  
Mr. Jean-Guy-d'Entremont  
Ms. Rachel Ritchie

The Board agreed with the recommendation that Mr. Gabe Gregory be reappointed Chairman of the Board.

The Board further agreed with the recommendation that the following new directors be appointed for a three year period effective July 1, 2009 to June 30, 2012:

Dr. Mark Abrahams  
Mr. Glenn Blackwood

**5597. CORRESPONDENCE**

1. Letter dated July 15, 2009 from Dr. Eddy Campbell

The Board received correspondence from Dr. Eddy Campbell whereby Dr. Campbell thanked the Board of Regents for the gifts presented to both him and Mrs. Campbell on July 9, 2009 as well as thanking the Regents for their support and good counsel.

2. Letter dated July 28, 2009 from Dr. Eddy Campbell

The Board received correspondence from Dr. Eddy Campbell with regard to the conclusion of his appointment as Acting President and Vice-Chancellor.



**REGULAR AGENDA**

**5598. AUDIT AND RISK MANAGEMENT COMMITTEE**

1. Internal Audit Status Report

The Board received and reviewed background information pertaining to the Internal Audit Status Report. The Board was reminded that the Internal Audit Plan for the fiscal year 2009-10 was approved by the Board of Regents at its meeting held on May 25, 2009. This item was received for information only and did not require a resolution of the Board.

**5599. CAMPUS PLANNING AND DEVELOPMENT COMMITTEE**

1. Ronald MacDonald House

The Board received and reviewed background information pertaining to the Ronald McDonald House. The Board was reminded that at a meeting held on September 11, 2008, it approved a proposal to enter into negotiations for the execution of a land lease between Memorial University and Ronald McDonald House (RMH). Since that time, RMH has worked with the University Administration and other appropriate parties to develop a proposal for the project.

After a detailed discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents approves the request for a land lease as presented by Ronald McDonald House, Newfoundland and Labrador, subject to Lieutenant Governor in Council approval as required by the Memorial University of Newfoundland Act. It is further resolved that the Memorial University Administration work with Eastern Health to try and make space available for expansion as requested.

2. Revisions to Parking Regulations

The Board received and reviewed background information pertaining to the revision of Memorial University of Newfoundland Parking Regulations.

The Board was advised that the parking regulations were last updated in 1996 and require revision to ensure compliance with statutory and regulatory authorities. A comprehensive review of the regulations, fee structure, and parking plan has now been completed by the Office of the General Counsel and the Department of Facilities Management. The new Memorial University Traffic Regulations 2009, including fee structure and parking plan, was included in the Board submission. Upon approval, the new regulations will be forwarded to Legislative Counsel, Department of Justice for review and Gazetting.

Revisions to Parking Regulations (cont'd)

Following discussion, the following resolution was passed:

**RESOLVED:**

That the Board of Regents agree to recommend that the Memorial University Traffic Regulations 2009, fee structure and parking plan as presented in the attached Board submission and that the regulations repeal and replace the Traffic Control and Parking Regulations (CNLR 1123/96) as amended by 138/97, 77/00 and 79/02. The Office of General Counsel will followup with Legislative Counsel, Department of Justice for review and gazetting.

**5600. OTHER BUSINESS**

1. H1N1 Planning Update

Dr. Loomis provided members of the Board of Regents with a H1N1 planning update. He advised that Memorial University's Pandemic Preparedness Planning Committee (PPPC) has a mandate to develop a comprehensive plan which will cover the scope of the potential impact that H1N1 may have on the University's student, academic, research and administrative operations. In addition to the background information distributed at today's meeting, additional information may be found on the Memorial University website at <http://www.mun.ca/h1n1/>.

2. Affinity Events

A list of Affinity Events was distributed to members of the Board for information purposes. The Chair noted that if any member would be traveling or visiting any of the areas listed and would be interested in attending an event, to contact Alumni Affairs.

3. Date of the Next Meeting

Members of the Board were reminded that the next meeting of the Board of Regents is scheduled for October 22, 2009.

4. Conclusion of term and Resignation

The Chair advised the Board of Regents that Darek Moreau's term as the Graduate Students' Representative on the Board concluded in August 2009. As well, Melissa Squarey, who is now a graduate student at the St. John's campus, will be resigning her position as the Grenfell College Students' representative effective September 11, 2009. On behalf of the Board, Mr. Simmonds thanked them for their contributions to the Board and the University as well as to their respective student unions.

**ADJOURNMENT**

The meeting adjourned at 3:55 p.m.

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**CHAIR**

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**SECRETARY**

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**DATE**