

Approved

**Minutes of  
Vice-Presidents Council  
November 20, 2019, 9:00 a.m. – Boardroom A2029**

**Attending:**

Glenn Blackwood, Vice-President (Marine Institute)  
Neil Bose, Vice-President (Research)  
Kent Decker, Vice-President (Administration & Finance)  
Renee Elliott, Coordinator, Vice-Presidents Council  
Noreen Golfman, Provost and Vice-President (Academic)  
Jeff Keshen, Vice-President (Grenfell Campus) – by videoconference from Grenfell  
Roxanne Millan, Director of Academic Support Services  
Golda Randell, Assistant to the Vice-President (Grenfell Campus) – by videoconference from Grenfell  
Carol Tibbo, Director, Office of the Vice-President (Administration & Finance)  
Mary Wall, Recording Secretary

**Regrets:**

Margot Brown, Executive Director, Office of the President  
Eileen Bruce, Manager, Office of the Vice-President (Research)  
Jillian Kavanagh, Manager, Office of the Vice-President (Marine Institute)

**Invited:**

Vicki Collins, Executive Director, Marketing and Communications (9:05)  
Morgan Cooper, General Counsel  
Jennifer Dove, University Auditor

	<b>PRESENTATION</b>
	Board Preview: Data Centre Management Update, Status of Open Audit Recommendations as of October 31, 2018, <i>by Jennifer Dove, University Auditor</i>
1.	<b>CONSENT AGENDA</b>
	The following items were approved by consent: <ul style="list-style-type: none"><li>- Minutes of November 13, 2018</li><li>- Deletion and addition of permanent position – Queen Elizabeth II Library (QEII)</li></ul>
	<b>DISCUSSION AGENDA</b>
2.	<b>Annual Review of Market Differentials (Non-Academic)</b>
	Item approved by VPC.
3.	<b>Engaging the Campus Master Plan Update</b>
	Item presented to VPC for information. Discussion followed. In addition to updates to the Master Plan for St. John's Campus, the Marine Institute Campus and Grenfell Campus will also engage in updates concurrent to the St. John's Campus.
4.	<b>Voluntary Retirement Program</b>
	Item approved by VPC (Phase 4).

5.	<b>Positions Identified for Attrition 2018-19 Fiscal Year – Faculty of Medicine</b>
	Item approved by VPC.
6.	<b>Board Briefing Note – U-Pass Program for Memorial University</b>
	Item endorsed by VPC and will be forwarded to the December 6 meeting of the Board of Regents. General Counsel to follow up with Ryerson regarding their current process.
7.	<b>Marine Institute Campus Renewal Initiatives 2018/19 and 2019/20</b>
	Item endorsed by VPC and will be forwarded to the December 6 meeting of the Board of Regents.
8.	<b>Voluntary Retirement Program – Faculty Renewal Increase and Process for Renewal</b>
	Item discussed by VPC. Edits required.
	<b>RECURRING ITEMS</b>
9.	<b>Draft Board Agenda</b>
	The following items were approved: <ul style="list-style-type: none"> <li>– 8.3 Update on Information Security Improvement Program (ISIP) plan in response to Information Technology (IT) Security Risk Assessment</li> <li>– 8.7 Student Matters Report for the 2017-18 academic year</li> <li>– 10.3 Senior Administrative Management (SAM) Compensation Review Update</li> <li>– 10.6 Policy Submission – Recruitment and Selection of Non-Academic Employees Policy</li> <li>– 12.1 Update on the University’s Financial Position</li> </ul>
10.	<b>Vice-Presidents Roundtable</b>
	VPs provided updates on their portfolios.
11.	<b>ADJOURNMENT – 11:10 a.m.</b>
	<b>NEXT MEETING – November 27, 2018</b>