

**MPHEC**

Maritime Provinces  
Higher Education  
Commission

**CESPM**

Commission de  
l'enseignement supérieur  
des Provinces maritimes



# ANNUAL REPORT 2006-2007

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## MPHEC MISSION

As an Agency of the Council of Maritime Premiers that provides advice to Ministers responsible for Post-Secondary Education in the Maritimes, the Maritime Provinces Higher Education Commission:

**Assists institutions and governments in enhancing  
a post-secondary learning environment  
that reflects the following values:**

- **Quality:** continuous improvement in the quality of programs, institutional practices, and teaching.
  - **Accessibility:** program, delivery, and support services that optimize post-secondary education availability.
  - **Mobility:** portability of learning and credits throughout the Post-Secondary Education system in the Maritimes.
  - **Relevance:** effective and responsive interaction among learners, the work force, and the community.
  - **Accountability:** evidence of value, sustainability, and cost-effectiveness of public and learner investment.
  - **Scholarship and Research:** commitment to the pursuit of knowledge.
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Additional copies of the Annual Report may be obtained from:

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Fredericton, NB E3B 5H1  
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For a view of the MPHEC and its activities, please visit the web site at: [www.mphec.ca](http://www.mphec.ca).

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## LETTER OF TRANSMITTAL

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September 28, 2007

The Chair  
Council of Atlantic Premiers  
P.O. Box 2044  
Halifax, NS B3J 2Z1

Dear Premier:

We have the honour to submit to the Council of Maritime Premiers the Annual Report of the Maritime Provinces Higher Education Commission. This report covers the period from April 1, 2006 to March 31, 2007.

Yours very truly,



Vianne Timmons  
Chair



Mireille Duguay  
Chief Executive Officer



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## SCOPE AND MANDATE OF THE MPHEC

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The Maritime Provinces Higher Education Commission (MPHEC) was established in 1974. The MPHEC is an “Agency of the Council of Maritime Premiers.” In June 1997, the Ministers of Education in New Brunswick, Nova Scotia and Prince Edward Island agreed, after extensive review, to renew and refocus the Commission’s mandate through an “Agreement respecting the renewal of arrangements for regional cooperation concerning post-secondary education.” This renewed mandate was ratified by the Council of Maritime Premiers. In January 2005, the new Maritime Provinces Higher Education Commission Act was proclaimed, giving full force to the Commission’s renewed mandate.

The Commission’s primary orientation is directed toward “improving and maintaining the best possible service to students as life-long learners,” primarily within the university sector. This is to be achieved through the following duties (or main functions): quality assurance, data and information, cooperative action, regional programs, and providing specific services to one or more provinces or institutions as agreed to by the Ministers. The new legislation defines the Commission’s mandate as follows:

The Commission shall, in carrying out its duties, give first consideration to improving and maintaining the best possible service to students as life-long learners by:

- Taking measures intended to ensure that programs of study are of optimum length and best quality;
- Stressing prior learning assessment and recognition, and credit transfer, to implement the principle that duplication of effort is not required in order to gain credit for learning which has been successfully accomplished;
- Promoting smooth transitions between learning and work;
- Promoting equitable and adequate access to learning opportunities, including making those opportunities available at times and places convenient to the student; and
- Taking measures intended to ensure teaching quality.

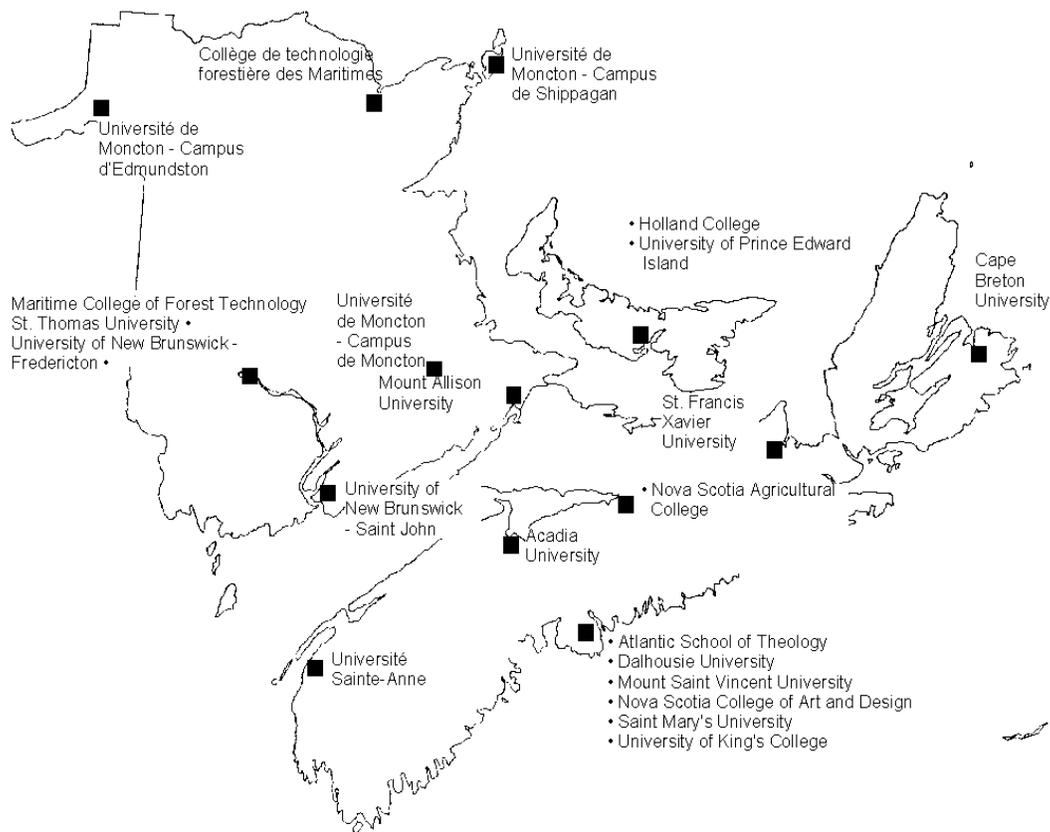
The Commission aims to assist institutions and governments in enhancing the post-secondary learning environment through the following nine objectives:

1. Provide assurances that programs developed by institutions within the MPHEC’s scope meet agreed-upon quality criteria.
2. Confirm that institutions within the MPHEC’s scope have appropriate policies and practices to ensure the ongoing quality of their programs.
3. Facilitate and promote cost-effectiveness of, and accessibility to, the broadest range possible of programs.
4. Collect, store and maintain quality, comprehensive and relevant information across all mandated functions.
5. Devise data and information products providing stakeholders with value, across all mandated functions, especially related to key post-secondary education issues.

6. Increase awareness of, and dialogue on, Maritime Post-Secondary Education (PSE) issues and opportunities, both in the Maritimes and nationally.
7. Promote and facilitate cooperation within the Maritimes and with other provinces and external partners to, among other things, facilitate, among institutions and among governments for example, the development of cost-effective and collaborative approaches to PSE administration, programs and policies.
8. Provide advice and services to the Provinces, as requested.
9. Ensure the effective and efficient management of Commission resources (corporate objective).

All of the Commission's activities and initiatives fall under one of these objectives.

In carrying out its functions, the Commission focuses primarily on university education and more specifically on the post-secondary institutions that have traditionally been within its scope. They include all publicly funded institutions offering university degree programs in the region, four of which are multi-campus, two of which are specialized applied arts and technology post-secondary institutions. The following illustrates the institutions on the Commission's schedule by province.



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## COMPOSITION

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The Commission is composed of the Chief Executive Officer, as well as 20 members appointed by the Ministers responsible for post-secondary education in the Maritime provinces.

The Commission's composition adheres to the following pattern:

- At least six of the 20 members must be appointed from each of three groups: nominees submitted by a committee consisting of executive heads of universities and representatives of senates or equivalent academic bodies (Category A), senior public officials and the executive head of non-university institutions (Category B), and the public-at-large (Category C).
- At least one member of each group is to be drawn from each of the provinces of New Brunswick, Nova Scotia, and Prince Edward Island.
- The Chief Executive Officer is an ex-officio, non-voting member of the Commission.

Commission membership at year-end was:

| INSTITUTIONAL REPRESENTATIVES<br>(CATEGORY A)                   | SENIOR PUBLIC OFFICIALS<br>(CATEGORY B)         | PUBLIC-AT-LARGE<br>(CATEGORY C)                          |
|---|---|--|
| <b>New Brunswick</b>  |   |  |
| Nassir El-Jabi<br>David Stewart                                 | Louise Boudreau                                 | Collette Landry-Martin<br>Karla O'Regan<br>Brian Gallant |
| <b>Nova Scotia</b>  |   |  |
| Gordon MacInnis<br>Samuel Scully (Vice-Chair)<br>Donna Woolcott | Wayne Doggett<br>Greg Ells<br>Alastair Saunders | Peter Butler<br>Chris Jordan<br>Bill MacLeod             |
| <b>Prince Edward Island</b>                                     |   |  |
| Vianne Timmons (Chair)  | Mike Clow<br>Ken MacRae                         | Don Gillis   |

Ex officio non-voting member: Mireille Duguay, Chief Executive Officer.

In order to carry out its duties, the Commission holds approximately five regular meetings per year, normally on institutional campuses on a rotating basis. This allows the Commission to visit each institution and meet with its representatives, thereby maintaining an awareness of current issues and activities at each institution.

During 2006-2007, the Commission held six meetings as follows:

- April 24, 2006 – St. Thomas University
- June 26, 2006 – St. Francis Xavier University
- August 14, 2006 – Teleconference
- October 23, 2006 – Université de Moncton
- December 18, 2006 – Dalhousie University
- March 12, 2007 – Cape Breton University

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## COMMITTEES

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The Commission's operational framework relies heavily on the use of advisory committees. The Commission also employs ad hoc committees and working groups as dictated by issues. Its standing committees are:

- AAU-MPHEC Academic Advisory Committee
- AAU-MPHEC Quality Assurance Monitoring Committee
- AAU-MPHEC Advisory Committee on Information and Analysis
- MPHEC Finance Committee
- NB/MPHEC Finance Working Group
- NB/PEI Educational Computer Network Board of Directors
- NB/PEI Educational Computer Network Technical Committee

The use of standing committees greatly enriches the Commission's ability to generate advice and analysis. The Commission's reliance on these committees allows it to process more information and to analyse this information in a more comprehensive and timely fashion. Perhaps more importantly is that the Commission draws, through its committees, on a wider network of resources and perspectives.

Committee members are listed in Appendix C, while copies of each committee's Terms of Reference are available online at: [www.mphec.ca](http://www.mphec.ca).

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## STAFFING

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Staff is responsible for the Commission's day-to-day activities; staff receives direction from the Commission through the CEO and provides support to the Commission and its committees. The Commission presently has staff expertise in the following areas: data collection/management, data analysis, quality assurance, finance, project management and event organization.

At year end, staff members and contract workers of the MPHEC were:

|  |                        |
|--|------------------------|
| Chief Executive Officer .....                        | Mireille Duguay        |
| Director of Finance and Information Technology ..... | Lisa Robichaud         |
| Special Advisor (Finance) .....                      | Jean-Charles Doucet    |
| Manager Research and Data Analysis .....             | Dawn Gordon            |
| Business and Data Analyst .....                      | Mylène Michaud         |
| Policy and Research Analysts .....                   | Shannon McKenna-Farell |
|  | Lisa O'Connell         |
|  | Catherine Stewart      |
| Clerk Accounting and Business Support .....          | Rachael Anderson       |
| Administrative Assistant .....                       | Denise Nadon           |
| Bilingual Secretary .....                            | Cindy-Lynn Savoie      |
| Information Systems Architect .....                  | Scott Stonehouse       |
| LAN/System Administrator .....                       | Dragan Lepir           |

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## GOVERNANCE AND ACCOUNTABILITY

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The Commission's governance structure involves the following:

- The three Maritime provincial governments, represented through the Ministers responsible for Post-Secondary Education and the Council of Maritime/Atlantic Premiers.
- The Commission is made up of a collective of 20 members and the Chief Executive Officer (as an ex-officio non-voting member), the committees established by the Commission, and staff.

The Commission must be seen through two lenses to fully grasp its governance structure. The legislation uses the term Commission to describe both the larger organization and the organization's governing body or board.

To avoid confusion, the term "Board" is used to describe the collective of 20 members, in addition to the Chief Executive Officer, which meets at least four times a year, while the term "Commission" is used to describe the collective of 20 members, the Chief Executive Officer, committees established by the Commission and staff, as per the new legislation.

The purpose of the Commission in its capacity as a board is to ensure that the Commission as a whole, assist institutions and governments in enhancing a post-secondary learning environment that reflect the following values: quality, accessibility, mobility, relevance, accountability, and scholarship and research. In so doing, it aims to promote the value of post-secondary education and research as well as foster an effective learning environment by ensuring that key stakeholders' views are considered in the development of the Commission's strategies and decisions.

The Commission is accountable to provincial Ministers responsible for post-secondary education as per the new legislation for achieving agreed upon outcomes, defined within the Business Plan.

At year-end, the documentation of the Commission's governance model was being updated.

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## YEAR IN REVIEW

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A variety of activities were undertaken by the MPHEC during 2006-2007. In addition to a review of planning initiatives, the Commission's year in review is sub-divided according to its main functions: quality assurance, data and information, interprovincial agreements, cooperative action and province-specific services.

### **PLANNING INITIATIVES**

#### **Annual Stakeholder Meeting**

On October 22, 2006, the Commission held its annual meeting with stakeholders entitled "Making Use of Knowledge/Making Knowledge Useful." The theme for the meeting was developed to gain insight from stakeholders on how the Commission's knowledge resources could be used to produce the most value.

Participants, including student and faculty representatives, institutional researchers, registrars, government policy analysts, and other Commission stakeholders, engaged in discussions about the issues that they perceived to be of highest priority; information that might help them or others in tackling these issues; as well as information gaps and how the Commission could help them to carry out their work.

Overall, the issue that appeared to be of highest priority was how to cope with the projected enrolment decline for the region's universities. Through discussions on recruitment and retention, student and faculty demographics, and quality assurance and academic program development, among others, concerns about enrolment and university sustainability repeatedly emerged.

Partly in response to these concerns, at year end, the Commission was working on a report that examines Maritime enrolments, and the factors that influence these enrolments; further information on this report can be found below.

### **QUALITY ASSURANCE**

The Commission is charged with providing decision-makers both with accountability measures pertaining to the institutions on the Commission's schedule and with value-added information to assist in policy decisions related to the post-secondary sector.

The Commission designed its policy on quality assurance to bring together two major tools:

1. The review of academic programs prior to implementation; and
2. The monitoring of institutional quality assurance policies and procedures.

When combined, both tools ensure a continuum of quality: the program review process provides assurances to government, students, employers and the public-at-large that programs, offered by publicly funded universities in the Maritimes, meet established standards of quality prior to implementation; and the monitoring process provides assurances that Maritime universities have effective quality assurance policies and procedures in place to ensure that programs, once implemented, are reviewed internally and externally to provide continuous quality improvements. The Commission's policy on quality assurance is available on the Commission's website.

Quality assurance is one of the Commission's primary functions and in 2006-2007 the Commission became a member of the International Network for Quality Assurance Agencies in Higher Education.

### **Program Review Process**

The overall objective of the program assessment is to ascertain the suitability of the program given its objectives, structure, institutional appropriateness, resources, stated student outcomes and their relevance in the context of the Commission's policy framework through an iterative process. The main outcome of the assessment is program approval. As such, the Commission's process is also described as a program approval process.

A majority of program proposals undergo a cursory review; in other words, they are reviewed by staff and granted approval if they meet agreed-upon criteria. If a proposal does not meet the criteria for approval and/or major issues have been identified, the proposal is forwarded to the AAU-MPHEC Academic Advisory Committee and the MPHEC, for an in-depth assessment.

As illustrated in Table 1, during 2006-2007, the Commission considered a total of 69 program proposals; of these, 38 programs were approved through the cursory review process, nine were approved through in-depth assessment, three were recorded for information only, two were withdrawn and 17 were still in the assessment process at year end. For further information on the program proposals reviewed under the Commission's process please refer to Appendix D.

**TABLE 1**  
**2006-2007 Summary of Decisions on Program Proposals Considered**

|              | Approved  | Not Approved | Under Review | Information and Record | Withdrawn | Total     |
|--------------|-----------|--------------|--------------|------------------------|-----------|-----------|
| New          | 31        | -            | 10           | 1                      | 2         | 44        |
| Modified     | 10        | -            | 5            | -                      | -         | 15        |
| Terminated   | 6         | -            | 2            | 1                      | -         | 9         |
| Suspended    | -         | -            | -            | 1                      | -         | 1         |
| <b>Total</b> | <b>47</b> | <b>-</b>     | <b>17</b>    | <b>3</b>               | <b>2</b>  | <b>69</b> |

\*Of the 47 approvals, 38 were approved through the cursory review process.

## **Monitoring of Institutional Quality Assurance Policies and Procedures**

The specific objective of the quality assurance monitoring function is to ascertain that the procedures used by institutions to assess the quality of existing programs, and other functions as appropriate, are performing adequately as quality control and quality improvement mechanisms.

During 2006-2007, Assessment Reports of the Quality Assurance Policies and Procedures were released for the following institutions: Mount Allison University, University of New Brunswick and Université de Moncton. In addition, six institutions including, in order of their date of initiation, Université Sainte-Anne, Acadia University, Cape Breton University, Nova Scotia College of Art and Design, Nova Scotia Agricultural College and St. Francis Xavier University were undergoing the monitoring process. At year end, two of the seven institutions were in the final stages of the process. The process is expected to be initiated with the final five institutions in 2007-2008.

## **Pan-Canadian Initiative in the Area of Quality Assurance**

The Advisory Committee of Deputy Ministers of Education (ACDME) of the Council of Ministers of Education of Canada established in 2004-2005, an interprovincial committee charged with drafting standards and procedures to assist provincial governments in assessing new degree programs and new degree providers. Membership includes a representative from each province and the three territories. In the Maritimes, the Deputy Ministers of Education have designated the Chief Executive Officer of the MPHEC as their representative given the expertise and interest of the Commission in this area.

In 2006-2007, the interprovincial committee began discussions on a number of issues including quality assurance and e-learning, diploma mills and degree-granting in the north.

In the Maritimes, the Commission, through its AAU-MPHEC Academic Advisory Committee and in consultation with the institutions on its schedule, adapted the Pan-Canadian Degree Level Qualifications Framework to more accurately reflect degree structures within the region.

The Maritime Degree Level Qualifications Framework was officially adopted by the Commission at its April 24, 2006 meeting. The purpose of the framework is to establish and promote a common understanding, language, and knowledge of basic degree patterns and structures within the Maritime university system.

A copy of the Maritime Degree Level Qualifications Framework is available on the Commission's website.

### **The MPHEC Value-Added Outputs - Quality Assurance**

Selected value-added outputs generated by the Commission's activities in the area of quality assurance include:

- The quality of programs is improved and students, governments and taxpayers, all making large investments in education, are served by programs of quality;
- A regional context is provided for programs to ensure the availability of the widest array of programs while limiting unwarranted duplication in order to optimize the use of limited resources in the region;
- Program proposals benefit from a review by a wide range of stakeholders (students, government, public-at-large, and university representatives) through the distribution process;
- The Commission is able to track (and audit) enrolments, program development and duplication, to identify regional programs to be included under the Regional Transfer Arrangement, provide weighted full-time equivalent values for the application of the New Brunswick Funding Formula, and data supporting policy analysis and development;
- Universities have in place policies to ensure continuous program and services quality improvements; and
- Universities review and assess academic offerings at regular intervals.

### **DATA AND INFORMATION**

The Commission's data and information function, which crosses all mandated functions of the Commission, provides decision-makers with both accountability measures pertaining to the institutions on the Commission's schedule and better information to assist in decision-making. The initiatives taken under this function also increase awareness of, and dialogue on, Maritime post-secondary education issues and opportunities, both in the Maritimes and nationally.

The Commission is involved in data collection and the development of research products and is recognized in the Maritimes, and nationally, as a credible source of data and information on post-secondary education. Over the last few years, the focus has been to promote and make available value-added sources of information to various governments, post-secondary institutions, students and the public-at-large.

The Commission houses a wealth of data and information spanning the full spectrum of university education, including enrolments, credentials granted, graduate outcomes, faculty, tuition and fees, university finances, and academic programs. It is responsible for acquiring, auditing, validating and storing proprietary data, such as the Post-Secondary Student Information System (formerly named Enhanced Student Information System) and the MPHEC graduate survey program, in addition to regularly updating non-proprietary data from external sources, which include university finances and faculty demographics.

Maintaining a comprehensive collection of data and information in-house enables the MPHEC to provide its stakeholders, upon request, not only with standardized statistics and custom-generated outputs, but also with in-depth analytical reports and articles. Some are products of ongoing projects while others are the result of single research projects.

## **Post-Secondary Student Information System (formerly named Enhanced Student Information System)**

The Post-Secondary Student Information System (PSIS) is a Statistics Canada national survey which collects information on institutions' programs and course offerings, student demographics, programs and courses registration, and credentials granted information. PSIS was designed to provide longitudinal student records to enable researchers to perform studies on post-secondary statistics e.g. retention, attrition, graduation rates etc.

The Commission coordinates the collection of PSIS data from post-secondary institutions under its mandate. Before submitting PSIS data to Statistics Canada, the Commission audits key data elements and uses this rich source of data to support Commission functions such as quality assurance: monitoring of enrolments and graduations of approved programs; province-specific services: the calculation of full-year full-time equivalent and full-year weighted full-time equivalent which are used in the calculation of the New Brunswick Unrestricted Operating Assistance Funding Formula and the Regional Transfer Arrangement; and providing data and statistics to stakeholders.

The Commission also uses PSIS data in conducting research as well as in the development of statistical definitions. For example, MPHEC staff and representatives from New Brunswick universities collaborated in the development of a definition of persistence to respond to a request received from the New Brunswick Post-Secondary Education Commission.

During 2006-2007, work continues in the development of key measures from PSIS which support certain components of the Nova Scotia Funding Formula, specifically, the Weighted Enrolment Grant (which accounts for 91% of the base funding), the size grant, French language grant, part-time student grant and international student funding limits. The key measures are: full course equivalency, weighted full course equivalency, full-time equivalency and enrolments. This project is expected to be completed by 2007-2008.

### **Graduate Survey Program**

The Commission's graduate survey program began with a pilot project in 1995; to date, four graduating cohorts have been studied: 1995, 1996, 1999, and 2003. This program supplies important information on graduate outcomes including debt, returning to study, employment and mobility patterns. As such, it continues to provide accountability measures useful in supporting policy decisions in governments and universities. In addition, it provides students and parents with valuable information to help their decision-making. The data collected are used not only in the preparation of detailed reports, but they continue to be used in in-depth analyses of special topics. Two survey projects within this program that were active in 2006-2007 were: *Five Years On: A Survey of Class of 1999 Maritime University Graduates*, and *Two Years On: A Survey of Class of 2003 Maritime University Graduates*.

## **Five Years On: A Survey of Class of 1999 Maritime University Graduates**

On May 18, 2006, the Commission published a report, *Five Years on: A Survey of Class of 1999 Maritime University Graduates*, of findings from its survey of Class of 1999 Maritime university graduates in 2004. This survey tracked the same graduates at two and five years after graduation, and explored the transition between education and the work force, as well as student debt, and mobility. The longitudinal data file contains the responses from approximately 2,300 graduates. Important findings include:

- Five years after graduation, 73% of the graduates from the Class of 1999 had jobs requiring a university education and/or were classified as management, and they earned 37% more than all working Canadians.
- Graduates' transition into the labour market depended to a large extent on the kind of program that was completed. Graduates of applied arts and sciences and professional programs whose education focused on a specific job or profession experienced initial and sustained success in the labour market. Many liberal arts and sciences, however, faced initial challenges finding their "fit" in the labour market.
- Further education is a key part of the transition to the work force for most graduates, even those from applied or professional programs. In fact, 72% of those who completed their first degree in 1999 had returned to pursue further studies by 2004.
- With further education comes greater debt, 73% of the graduates had borrowed to finance either their 1999 degrees or some subsequent education, up 13% from the 60% who had borrowed in 1999. Average borrowing for education reached \$28,078 by 2004, representing an average increase of almost \$7,000 from 1999.
- Half of all graduates who completed their first university degree in 1999 carried no student-related debts five years later.
- The Maritime region retained 81% of its 1999 university graduates in 2004, down 6% from 2001. Most graduates who left the region did so primarily for employment-related reasons.

A copy of the report is available on the Commission's website.

## **Two Years On: A Survey of Class of 2003 Maritime University Graduates**

During 2005-2006, graduates from the fourth cohort in the Commission's graduate survey program were interviewed about their experiences moving between the learning force, the work force, and in many cases, back again, since graduation. This survey resulted in the compilation of an extensive data file housing information on 4,310 of the region's Class of 2003 graduates. Over the 2006-2007 fiscal year, Commission staff used this data file to examine the nature of the transition graduates experienced between the learning force and the workforce, and back again, taking into consideration their experiences prior to enrolling in the program they graduated from in 2003.

The final report on the survey *Two Years On: A Survey of Class of 2003 Maritime University Graduates* is now being prepared for publication; it is expected that this report will be released in June 2007. This Class is to be surveyed in 2008, five years after graduation. However, the funding for the project has not been obtained through the budget submission process.

## **Intentions of Maritime University Students Following Graduation: A Survey of the Class of 2007**

The MPHEC received funding from the Council of Atlantic Ministers of Education and the Canada Council on Learning, and acted as managing partner, to conduct a survey of bachelor's students expecting to graduate in 2007. This class is to be surveyed in 2008, five years after graduation.

The purpose of the survey is to establish students' intentions and preparedness for pursuing further study and to gather information on trends and attitudes toward life-long learning among these students. The group studied is Maritime university students eligible to graduate (with their first bachelor's degree) in 2007.

The research will specifically address the following questions: (1) What proportion of students plan to pursue post-baccalaureate education, and when do they make that decision? (2) Do students feel well-prepared to go on for further education, and to what extent has their current program helped in preparing them? (3) What program(s) [and where] do they intend to pursue, and how do they intend to finance it? If not pursuing a program in the region, why not? (4) What are the reasons and key influences/deterrents in the decision-making about whether or not to pursue further education, and the type of program chosen? For example, do debt level and/or academic qualification influence the decision?

The survey was conducted via an online questionnaire over a three-week period which ended March 31, 2007. An overall completion rate of 42% was achieved. The final report is expected to be released in fall 2007. Custom data files will be provided to each participating university and province.

Students participating in this survey will become part of the sampling frame for the Commission's next scheduled cohort (Class of 2007) to be surveyed under its graduate survey program. This will enable the linkage of students' intentions with actual outcomes, thus further enriching the findings from the proposed project.

## **Surveying the Enrolment Landscape: Factors and Trends in Maritime University Enrolment 2000-2001 to 2006-2007**

In 2005-2006, undergraduate enrolment in Maritime universities entered a decline after four successive years of growth (prior to this period, enrolment trends in the 1980s and early 1990s were characterized by continuous strong growth followed by a slow decline and plateau in the mid-to-late 1990s). Though it has been widely known in this region that projected demographic changes could lead to decreased enrolment of students from the Maritimes in the region's universities, the effect of this demographic slide was not expected to have an impact until the 2009-2010 academic year. In order to gain an understanding of the factors at play, the Commission's stakeholders called for an analysis of this recent and unexpected trend. MPHEC staff is preparing a detailed analysis to address this issue; it is expected that the report will be released in June 2007.

## **Faculty Recruitment and Retention in the Maritimes**

In 2002, the Commission released a report exploring trends in faculty demographics, recruitment and retention (*Faculty Recruitment and Retention in the Maritimes*). Subsequent to the release of the report, the Commission held a symposium on the topic in October 2002. The Commission agreed to provide an update on key statistics in the report. MPHEC staff is compiling the information; the updated statistics will be released in spring 2007.

## **Research and Development (R&D) Funding**

In 2005, the Commission released its second report on post-secondary research funding in Atlantic Canada. The report found that Atlantic universities have kept pace with funding at the national level but that funding from the region's business sector lagged far behind. Since that report was released, Commission staff has received several requests for updated R&D statistics. Given that more recent information had become available since the report's release, the Commission agreed to provide all of its stakeholders with easy access to updated R&D statistics by expanding its online data offerings. MPHEC staff is compiling the information; the updated statistics are expected to be released in spring 2007.

## **Other Data Dissemination**

One of the Commission's primary day-to-day duties is to provide information and data on request to stakeholders. Requests range in complexity from a single statistic or simple table, to a comprehensive set of statistics and information drawing on several of the Commission's databases. Responding to these requests may involve the release of an existing standardized table, or it may involve considerable staff time in gathering, analysing and synthesizing data from a variety of sources. These requests usually involve PSIS data, financial data and graduate follow-up survey data.

## **Commission Website**

The Commission's website was designed to serve as a source of information on post-secondary education. Over the past few years, the data and statistics pages has been expanded considerably and today include a large number of tables containing documentation covering six years of data drawn from PSIS (based on December 1<sup>st</sup> from 1999-2000 to 2005-2006). These include: enrolments, credentials granted, tuition, full-time equivalents and weighted-full-time equivalents of enrolment data and etc.

These can be accessed by the following methods: interactive graphs, downloadable databases and static tables.

Visit the MPHEC website [www.mphec.ca](http://www.mphec.ca) to access the data.

### **The MPHEC Value-Added Outputs - Data and Information**

Selected value-added outputs derived from the data and information function of the Commission include the following:

- The production of a number of standardized outputs from Post-Secondary Student Information System data, which includes full-time equivalents, weighted full-time equivalents, standardized registration status (full-time, part-time), permanent province of residence, citizenship, gender, age, by level of study and major field of study are available, accurate and relevant. These figures are used in the provision of statistics to various stakeholders and the application of the New Brunswick Funding Formula and for the calculation of the Regional Transfer, in addition to playing an important role in policy analysis and development;
- University accountability measures relating to graduate outcomes, and evaluation of the university experience, including facilities and services are generated through the Commission's graduate follow-up survey program;
- Governments and institutions, through receipt of graduate follow-up survey data sets, are able to carry out analyses on their own group of graduates;
- Valuable information is provided to guide policy and decision makers through analyses of graduate follow-up survey data. The information and data collected through the survey program may have implications in numerous policy areas, such as post-secondary program design and delivery and student aid and debt repayment programs;
- Preparation of ad-hoc requests for data, statistics and information; and provision of advice to stakeholders based on available information; and
- The research and analysis reports produced by the Commission have clear policy implications in addition to broadening the understanding of post-secondary education issues and fostering reflection of the role of post-secondary education in the Maritime provinces.

## **INTERPROVINCIAL AGREEMENTS**

### **Regional Transfer Arrangement**

The Commission administers a number of agreements with other provinces to provide places for Maritime students in programs of study not available in the student's home province. These include the Regional Transfer Arrangement and several other agreements with provinces outside the Maritimes for programs not available in the region.

The Regional Transfer Arrangement is an arrangement whereby each of the three Maritime provinces provides funding in respect to any of its university students enrolled in programs in either of the other two provinces that are not offered in the student's home province. The purpose of the Regional Transfer Arrangement is to ensure accessibility of university programs for Maritime residents and to assist the provinces in attaining a more effective utilization and allocation of resources. The transfer of funds in any given fiscal year is based on the enrolments of Maritime residents in these regional programs two years earlier, the latest year for which complete enrolment data are available at the time budgets are prepared. It should be noted that the transfers between the provinces are made on a net basis, and do not represent transfers of funds to the institutions themselves.

The net transfer amounts in 2006-2007 were \$3,712,200 from New Brunswick to Nova Scotia and \$4,303,000 from Prince Edward Island to Nova Scotia.

In 2006-2007, the actual transfer amounts, including the medical school supplement from both Prince Edward Island and New Brunswick to Nova Scotia, were:

|                       |                       |                       |
|-----------------------|-----------------------|-----------------------|
| NB to NS: \$6,338,500 | NS to NB: \$1,128,300 | PE to NB: \$1,569,800 |
| NB to PE: \$71,800    | NS to PE: \$7,200     | PE to NS: \$2,812,200 |

As a result, in 2004-2005, the latest year for which statistics are available at the time the budget is prepared, a total of 1,211 students benefited from the Regional Transfer Arrangement, by studying in the program of their choice.

In addition to the Regional Transfer Arrangement, in 2006-2007, the Commission continued to administer agreements with other provinces to provide places for Maritime students in programs of study not available in the student's home province. In 2006-2007, 360 Maritime students benefited from interprovincial agreements administered by the Commission, in addition to 229 students in veterinary medicine. (Agreement administered by the Province of Prince Edward Island.)

The **New Brunswick-Québec Agreement** provides access for French-speaking New Brunswickers in various programs of study in Québec, primarily in the health field, and provides for the admission of French-speaking Prince Edward Island and Nova Scotia students in certain programs. Beginning in 2006-2007, the province of New Brunswick implemented a full medical program in family medicine at the Université de Moncton under the Faculty of Medicine of l'Université de Sherbrooke. This decision follows a long experience of collaboration under the New Brunswick-Québec Agreement.

The "Comité provincial des sciences de la santé du Nouveau-Brunswick" (CPSSNB), a long standing committee of the Commission, was created to advise and assist the Commission in the administration of the New Brunswick-Québec Agreement. However, for a number of years, it has questioned its value and relevance, as it has been unable to address most of the issues identified during its meetings as these fall outside its mandate. For example, the CPSSNB was interested in pursuing activities related to recruitment and retention of health care providers, however, the Commission's role is limited to the administration of the Agreement only and therefore it could not support activities extending beyond the training of students. At its March 12, 2007 meeting, the Commission, in consultation with the Department of Post-Secondary Education, Training and Labour, the Department of Health, and with the support of CPSSNB members, agreed to abolish the CPSSNB, now that measures are in place to ensure ongoing communication with students, the Université de Moncton, the Québec Government, the universities in Québec and the Departments in New Brunswick responsible for Health and post-secondary education.

The **Tripartite Optometry Agreement between the Province of Ontario, University of Waterloo and MPHEC** provides New Brunswick and Prince Edward Island students access to places in the Optometry program at the University of Waterloo.

The **Memorandum of Understanding Concerning Medical Education between the Province of New Brunswick and the Province of Newfoundland and Labrador**, which began in September 2000, provides access for New Brunswick and Prince Edward Island students in Memorial University's undergraduate medical program.

The **Newfoundland and Labrador/Nova Scotia/Dalhousie University Rehabilitation Disciplines Agreement** includes a funding transfer from the Province of Newfoundland and Labrador in recognition of residents enrolled in rehabilitation disciplines at Dalhousie University. This agreement is administered by the MPHEC on behalf of the Province of Nova Scotia.

The **Atlantic Veterinary College Interprovincial Funding Agreement**, administered by the Province of Prince Edward Island, is an agreement in which the four Atlantic Provinces have agreed to share in the funding for the ongoing operating and maintenance costs of educating students at the AVC. In 2005-2006, the latest year for which statistics are available, 229 students were enrolled in veterinary medicine under this agreement.

Further information on the agreements and the 2006-2007 enrolments can be found at: [www.mphec.ca](http://www.mphec.ca).

### **The MPHEC Value-Added Outputs - Interprovincial Agreements**

Selected value-added outputs generated by the Commission in the area of interprovincial agreements include the following:

- The broadest range possible of programs and services are available to Maritime (and some Newfoundland and Labrador) students in a cost-effective manner;
- Through the Regional Transfer Arrangement, 1,211 students were enrolled in programs defined as regional;
- Through the New Brunswick-Quebec Agreement, 276 students were enrolled in programs not offered in French in the region;
- Three students were enrolled in the optometry program at the University of Waterloo as part of the Tripartite Optometry Agreement;
- As part of the MOU between New Brunswick and Newfoundland and Labrador, 47 students were enrolled in the medicine program at Memorial University; and
- Under the agreement between Dalhousie University and Newfoundland and Labrador, 34 students from Newfoundland and Labrador were enrolled in rehabilitation programs at Dalhousie University.

## **COOPERATIVE ACTION**

Under its cooperative action function, the Commission is charged with promoting and facilitating cooperation within the Maritimes and with other provinces and external partners to, among other things, facilitate, among institutions and among governments for example, the development of cost-effective and collaborative approaches to post-secondary education administration, programs and policies. This requires ongoing consultation in order to understand multiple (and sometimes conflicting) stakeholder needs and perspectives.

## **Atlantic Satellite Network**

The Commission coordinates requests by universities for broadcast time to deliver courses by television through the Atlantic Satellite Network (ASN). University requests are made through the MPHEC representative and forwarded to ASN. The schedule is organized three times each year, generally conforming around the university terms resulting in the following time frames: fall (September-December), winter/spring (January-April) and summer (May-August). If and when major issues (scheduling or other matters of concern) arise, an ad hoc meeting of representatives of participating agencies is arranged. Mount Saint Vincent University and the Atlantic School of Theology provide programming through ASN.

## **NB/PEI Educational Computer Network Agreement (NB/PEI ECN)**

The NB/PEI ECN, founded in 1970, provides connectivity among its members and to the wider world. Additional benefits are enjoyed by members in the areas of joint purchasing and licensing, shared support services, professional development, and the delivery of network-based services and information exchange. A new five-year agreement (2007-2012) has recently been approved by the Board of Directors.

The NB/PEI ECN is overseen by a Board of Directors, and administered by the Network Technical Committee. Commission staff sits on the Board as well as the Network Technical Committee. The Network Technical Committee reports to the Board of Directors and holds regular meetings throughout the year to share information and discuss network issues. The Commission provides support to the Committee for meetings (i.e., the Commission representative on the Committee is the secretary) and administers the budget.

In the interest of identifying new areas of collaboration, the members of the NB/PEI ECN have joined efforts to implement a shared anti-spam service. The project will be fully implemented by August 2007, including a service management agreement, which will serve as a template for this type of shared service in the future.

### **The MPHEC Value-Added Outputs - Cooperative Action**

The Commission's activities in the area of cooperative action provide the following selected value-added outputs:

- Cost-effective and collaborative approaches to post-secondary administration, programs and policies are developed by promoting and facilitating cooperation within the Maritimes and with other provinces and external partners;
- Maritime students have access to the broadest range possible of programs and services by facilitating and promoting accessibility; and
- Awareness of, and dialogue on, Maritime post-secondary education issues and opportunities are increased, both in the Maritimes and nationally.

## **PROVINCE-SPECIFIC SERVICES**

As per its legislation, the Commission may provide other services or functions to one or more institutions or provinces as set out in its Business Plan. This year, the Commission maintained the services it has provided over the past few years in terms of financial services (i.e., preparation and administration of university education budgets) to the Provinces of New Brunswick and Prince Edward Island.

### **New Brunswick**

#### University Education Budget

The Commission is responsible for preparing and administering the university education budget (which also includes the Maritime College of Forest Technology). This includes calculating operating (unrestricted and restricted) assistance, capital assistance, the special projects funding envelope, and the various interprovincial transfers (Regional Transfers, Québec/New Brunswick Agreement, Newfoundland Agreement, etc.) in which the Province participates. The MPHEC administers the university education budget throughout the year, including the Province's committed funds.

This includes providing audited financial statements for the Province's university education funding. The Commission provides support to the NB/MPHEC Finance Working Group. The Commission flows federal funding to institutions for the Canada/New Brunswick Official Languages in Education Agreement.

#### Degree Granting Act

In response to an increasing demand from private post-secondary education institutions and in an effort to protect the quality of its university training, the province of New Brunswick adopted in March 2001 a Degree Granting Act. The Act establishes a framework to evaluate the quality of programs leading to a degree, offered by all public and private institutions, except those created by an Act of the NB legislature prior to the Act coming into force. Given the Commission's expertise in academic planning and quality assurance, the New Brunswick Minister responsible for Post-Secondary Education requested that the Commission review program proposals under the New Brunswick Degree Granting Act.

Following negotiations with the New Brunswick Department of Post-Secondary Education, Training and Labour, the Commission agreed to pilot a process to assess programs submitted under the New Brunswick Degree Granting Act and to review the pilot two years after implementation.

The process was designed to fit within the Commission's existing accountability framework and mirrors the Commission's existing quality assurance process. As such, upon receipt, proposals submitted under the Degree Granting Act are distributed to institutions on the Commission's schedule, members of the Commission and the AAU-MPHEC Academic Advisory Committee, as well as staff for comments.

Following an initial review of the program proposal, the AAU-MPHEC Academic Advisory Committee selects at least three consultants in the chosen field of study. The consultants conduct a review of the program proposal and submit a report. The applicant has the opportunity to respond to the consultants' reports. The program proposal, with all relevant documentation, is assessed by the AAU-MPHEC Academic Advisory Committee and the Commission. Once the assessment has been completed, the Commission makes a recommendation to the Minister responsible for Post-Secondary Education. The recommendation is kept confidential until the Minister notifies the applicant of the final designation decision and simultaneously advises the Commission that the Minister's decision has been communicated to the applicant.

At its June 26, 2006 meeting, the Commission evaluated the pilot to determine whether to continue its role in the assessment of new degree providers. Following an extensive review and input from key players, the Commission agreed to continue as the quality assessor for programs submitted under the Degree Granting Act, and, to approve revised assessment criteria and procedures. Key changes to the process included:

- Extending the distribution process to include all institutions on the Commission's schedule, as is the case for public institutions;
- Extending the assessment criteria to include "Evidence of Need", as is the case for public institutions; and
- Providing, in exceptional cases, an opportunity for the Academic Advisory Committee to forward to an applicant proposed changes to a proposal, particularly in cases where the Committee believes a program proposal is strong and requires only minor changes. The case being, the applicant is provided the option to make the proposed changes, otherwise, it must provide a rationale for not making any or all proposed changes.

In addition to the assessment of programs submitted under the Degree Granting Act, the Commission at its March 12, 2007, meeting agreed to pilot over a three-year period a process to assess an institution wishing to be designated under the Degree Granting Act.

The process was developed in consultation with the New Brunswick Department responsible for Post-Secondary Education, and involves an assessment of an institution's readiness to implement and sustain the degree program(s) by a panel of experts based on a site visit and the self-study prepared by the applicant. At year end, the MPHEC was preparing to undertake its first assessment of a new institution wishing to offer degrees in New Brunswick.

During 2005-2006, the Commission was asked to assess honours as well as a three and four-year Bachelor of Business Administration program proposed by Yorkville University, located in Fredericton, New Brunswick. Its recommendation to the Minister was that, "the proposed programs do not appear to correspond to the standards usually associated with the proposed credential." On December 20, 2006, the Commission was notified that Yorkville University was denied designation by the Minister responsible for Post-Secondary Education for the aforementioned programs.

During 2006-2007, the Commission was asked to assess another program proposed under the New Brunswick Degree Granting Act. At year end, the Minister had not yet responded; therefore details of the program proposal and the Commission's findings will be released only once the Minister responds.

### **Prince Edward Island**

The Commission is responsible for preparing the post-secondary education (PSE) budget. This includes providing the budgeted amounts for the various interprovincial transfers (Regional Transfers, Québec/New Brunswick Agreement, Newfoundland Agreement, etc.) in which the Province participates. The amounts for operating and capital assistance are provided to the Commission by the Province for incorporation into the budget. The Commission flows funding for the Department of Health relating to Prince Edward Island's contribution to the residency stipends at the Dalhousie Medical School. The Commission also administers the PSE budget throughout the year, including the Province's committed funds.

#### **The MPHEC Value-Added Outputs - Province-Specific Services**

The Commission's services to provinces produce the following selected value-added outputs:

- Provinces benefit from the expertise of the Commission without having to develop it in-house, which would translate into considerable investments;
- Provinces benefit from integrated services from data to financial expertise; and
- Students enrolling in private institutions in the Province of New Brunswick are served by programs of assured quality.

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## APPENDICES

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## APPENDIX A

### Maritime Provinces Higher Education Commission Act

#### Office Consolidation

The following is an office consolidation of the Maritime Provinces Higher Education Commission Act [(New Brunswick; Chapter M-2.5, 2003; assented to April 11, 2003); (Nova Scotia; Chapter 30, Royal assented to October 18, 2004); (Prince Edward Island; Chapter M-2.01, assented to May 10, 2002)]. Proclamation date: January 31, 2005.

NB: Her Majesty, by and with the advice and consent of the Legislative Assembly of New Brunswick, enacts as follows:

NS: Be it enacted by the Governor and Assembly as follows:

PEI: Be it enacted by the Lieutenant-Governor and Legislative Assembly of the Province of Prince Edward Island as follows:

#### Sections of Act

| NB | NS  | PEI | Titles / References <sup>(1)</sup> |   |
|----|-----|-----|------------------------------------|---|
| -  | 1   | -   |                                    | This Act may be cited as the <i>Maritimes Provinces Higher Education Commission Act</i> .   |
| 1  | 2   | 1   | <i>Definitions</i>                 | In this Act:  |
|    | (a) | (a) | Chair                              | “Chair” means the Chair of the Commission [appointed under subsection 9 (2) - NB; PEI]; [(« <i>président</i> ») - NB].  |
|    | (b) | (b) | Chief Executive Officer            | “Chief Executive Officer” means the Chief Executive Officer of the Commission [appointed under subsection 10 (1) - NB; PEI]; [(« <i>directeur général</i> ») - NB].                       |
|    | (c) | (c) | Commission                         | “Commission” means the Maritime Provinces Higher Education Commission [continued under section 2 - NB; PEI]; [(« <i>Commission</i> ») - NB].  |
|    | (d) | (d) | Council                            | “Council” means the Council of Maritime Premiers established pursuant to the <i>Council of Maritime Premiers Act</i> [R.S.P.E.I. 1988, Cap. C-27; - PEI]; [(« <i>Conseil</i> ») - NB].    |
|    | (e) | (e) | Institutions                       | “Institutions” means the post-secondary educational institutions prescribed by [the - NS] regulation [for the purposes of this definition - NB; PEI]; [(« <i>établissements</i> ») - NB]. |
| -  | (f) | -   | Ministers                          | “Minister” of a province means the minister of the Crown responsible for post-secondary education in that province.   |

## Sections of Act

| NB | NS  | PEI | Titles /<br>References <sup>(1)</sup>      |   |
|----|-----|-----|--|---|
|    | (g) | (f) |  | "Ministers" means the ministers [of the Crown - NS] responsible for post-secondary education in the Provinces; [(« <i>ministres</i> ») - NB].   |
|    | (h) | (g) | Post-Secondary Education, Higher Education | "Post-Secondary Education" means the education and training provided in or by institutions; [and "higher education" has a corresponding meaning; - NB; PEI]; [(« <i>enseignement postsecondaire</i> ») - NB].   |
|    | (i) | (h) | Provinces                                  | "Provinces" means the Province of New Brunswick, the Province of Nova Scotia and the Province of Prince Edward Island; [(« <i>Provinces</i> ») - NB].   |
|    | (j) | (i) | Region                                     | "Region" means the area comprising the Province of New Brunswick, the Province of Nova Scotia and the Province of Prince Edward Island; [(« <i>région</i> ») - NB].   |
|    | (k) | (j) | Student                                    | "Student" means an individual registered as a student in an institution; [(« <i>étudiant</i> ») - NB].  |
|    | (l) | (k) | Universities                               | "Universities" means the post-secondary educational institutions prescribed by [the - NS] regulation for the purposes of this definition [2002, c.34, s.1 - PEI]; [(« <i>universités</i> ») - NB].  |
| 2  | 3   | 2   | <b>Commission</b>                          | (1) The body established by the Council and known as the Maritime Provinces Higher Education Commission is continued.   |
| 2  | 3   | 2   | Composition                                | (2) The Commission [shall - NB; NS] consist of: <ul style="list-style-type: none"> <li>(a) twenty members appointed by the Ministers as set out in section 3 [4 - NS], and</li> <li>(b) the Chief Executive Officer [2002, c.34, s.2 - PEI].</li> </ul>   |
| 3  | 4   | 3   | <b>Membership</b>                          | (1) The Ministers shall [for the purposes of paragraph 2 (2) (a) - NB; PEI], appoint members as follows: <ul style="list-style-type: none"> <li>(a) at least six from among the nominees submitted under [pursuant to - NS] section 4 [5 - NS];</li> <li>(b) at least six from among senior public officials and the executive heads of non-university institutions; and</li> <li>(c) at least six from the public-at-large, of whom [which - NS; PEI] at least two shall [must - NS] be students.</li> </ul> |
| 3  | 4   | 3   | Provincial representation                  | (2) At least one of the members appointed [under - NB; PEI]; [pursuant to - NS]; [each of - NB; NS]; [paragraphs - NB]; [clauses - NS; PEI] (1) (a), (b) and (c) shall be selected from each of the Provinces.  |
| 3  | 4   | 3   | Restriction on appointment                 | (3) No two persons appointed under [pursuant to - NS]; [paragraph - NB]; [clause - NS; PEI] (1) (a) may be selected from the same university.   |
| 3  | 4   | 3   | Deemed appointment                         | (4) The members of the Commission [who held office - NB; PEI] immediately before the commencement [coming into force - NS] of this subsection, other than the Chief Executive Officer, shall be [are - NS] deemed to have been appointed under [pursuant to - NS] subsection (1) [2002, c.34, s.3 - PEI].   |

## Sections of Act

| NB | NS | PEI | Titles /<br>References <sup>(1)</sup>                |   |
|----|----|-----|--|---|
| 4  | 5  | 4   | <b>Nominating committee and filling of vacancies</b> | <p>(1) There shall be a nominating committee consisting of:</p> <p>(a) the executive heads of the universities, and</p> <p>(b) one representative appointed by the Senate or equivalent academic body of each university, [which - NB; PEI]; [and the - NS] committee shall nominate persons for appointment under [pursuant to -NS]; [paragraph - NB]; [clause - NS; PEI] 3 [4 - NS] (1) (a) and subsections (2) and (3).</p>  |
| 4  | 5  | 4   |  | <p>(2) Where a vacancy occurs among the members appointed under [pursuant to - NS]; [paragraph - NB] [clause - NS; PEI] 3 [4 - NS] (1) (a), the nominating committee shall submit to the Minister of the province from which the member to be replaced was appointed the names of two persons selected from that Minister's province, and that Minister shall, subject to section 3 [4 - NS], appoint one of such persons to fill the vacancy for the balance of the term of the member replaced.</p>         |
| 4  | 5  | 4   |  | <p>(3) At least sixty days before the expiration of the term of a member appointed under [pursuant to - NS] paragraph [clause - NS; PEI] 3 [4 - NS] (1) (a), or under subsection (2), the nominating committee shall submit to the Minister of the province from which the member to be replaced was appointed the names of two persons from that Minister's province, and that Minister shall, subject to section 3 [4 - NS], appoint one of such persons to take office on the expiration of such term.</p> |
| 4  | 5  | 4   |  | <p>(4) The members of the nominating committee [who held office - NB; PEI] immediately before the commencement [coming into force - NS] of this subsection [and who were - NB; PEI] appointed by the Senate or equivalent academic body of each university shall be [are - NS] deemed to have been appointed under [pursuant to - NS] paragraph [clause - NS; PEI] (1) (b) [2002, c.34, s.4 - PEI].</p>   |
| 5  | 6  | 5   | <b>Filling of other vacancies</b>                    | <p>Where a vacancy occurs among the members appointed under [pursuant to - NS] paragraph [clause - NS; PEI] 3 [4 - NS] (1) (b) or (c), the Minister of the province from which the member to be replaced was appointed may, subject to section 3 [4 - NS], appoint a person to fill the vacancy:</p> <p>(a) for the balance of the unexpired term of the member replaced, or</p> <p>(b) for a new term where the vacancy resulted from the expiration of a term [2002, c.34, s.5 - PEI].</p>                  |
| 6  | 7  | 6   | <b>Effect of vacancies</b>                           | <p>A vacancy in the membership of the Commission shall [does - NS] not impair the right of the remaining members to act so long as at least eleven members, excluding the Chief Executive Officer but including at least three members selected from each of the Provinces, hold office.</p>  |
| 7  | 8  | 7   | <b>Term of office</b>                                | <p>(1) Subject to subsection 4 [5 - NS] (2) and paragraph [clause - NS; PEI] 5 [6 - NS] (a), a member of the Commission referred to in paragraph [clause - NS; PEI] 2 [3 - NS] (2) (a) shall hold office for three years from the date of appointment or such lesser period as may be specified in the appointment.</p>   |
| 7  | 8  | 7   | Continuation   | <p>(2) Notwithstanding subsection (1), a member of the Commission referred to in paragraph [clause - NS; PEI] 2 [3 - NS] (2) (a) remains in office until the member resigns or is reappointed or replaced.</p>  |

## Sections of Act

| NB | NS | PEI | Titles /<br>References <sup>(1)</sup> |   |
|----|----|-----|---------------------------------------|---|
| 7  | 8  | 7   | Idem                                  | (3) [On the expiration of the member's term of office, - NB; PEI] a member of the Commission referred to in paragraph [clause - NS; PEI] 2 [3 - NS] (2) (a), [on the expiration of the member's term of office - NS] is eligible for reappointment to the Commission [2002, c.34, s.7 - PEI]. |
| 8  | 9  | 8   | <b>Remuneration of members</b>        | Members of the Commission shall be paid such remuneration as may, with the approval of the Ministers, be determined by the Commission, and such actual and reasonable expenses as are incurred by them in the discharge of their duties [2002, c.34, s.8. - PEI].                             |
| 9  | 10 | 9   | <b>Chair</b>                          | (1) The position of Chair shall rotate, in turn, among the Provinces in the following order: [(a) - NS] Province of New Brunswick; [(b) - NS] Province of Prince Edward Island; [(c) - NS] Province of Nova Scotia.   |
| 9  | 10 | 9   | Order of succession                   | (2) In the order of the Provinces set out in subsection (1), each of the Ministers shall appoint, in turn, from among the members of the Commission selected from the Minister's province, a Chair of the Commission.   |
| 9  | 10 | 9   | Term of office                        | (3) The Chair shall hold office as chair for a term of two years, or until the expiry of his or her office [the Chair's term - NS] as a member of the Commission, whichever occurs first.   |
| 9  | 10 | 9   | Continuation                          | (4) Notwithstanding subsection (3), the Chair remains in office as Chair until the Chair resigns or is replaced.  |
| 9  | 10 | 9   | Appointment                           | (5) The Chair of the Commission [who held office - NB; PEI] immediately before the commencement [coming into force - NS] of this subsection shall be [is - NS] deemed to have been appointed under [pursuant to - NS] subsection (2) [2002, c.34, s.9 - PEI].                                 |
| 10 | 11 | 10  | <b>Chief Executive Officer</b>        | (1) The Ministers, on [the - NB; NS] recommendation of the Commission, shall appoint a Chief Executive Officer of the Commission.   |
| 10 | 11 | 10  | Powers                                | (2) The Chief Executive Officer is, subject to the direction of the Commission, charged with the general direction, supervision and control of the business of the Commission and may exercise such other powers as may be conferred on the Chief Executive Officer by the Commission.        |
| 10 | 11 | 10  | Full-time position                    | (3) The Chief Executive Officer shall serve as a full-time employee of the Commission.  |
| 10 | 11 | 10  | Non-voting member                     | (4) The Chief Executive Officer is a [an <i>ex officio</i> - NB; PEI] non-voting member of the Commission.  |
| 10 | 11 | 10  | Appointment                           | (5) The Chief Executive Officer [of the Commission - NB; PEI]; [who held office - NB] immediately before the commencement [coming into force - NS] of this subsection shall be [is - NS] deemed to have been appointed under [pursuant to - NS] subsection (1) [2002, c.34, s.10 - PEI].      |

## Sections of Act

| NB | NS | PEI | Titles /<br>References <sup>(1)</sup>   |
|----|----|-----|---|
| 11 | 12 | 11  | <p><b>[Duties - NB];</b><br/><b>[Services to student - PEI]</b></p> <p>(1) The Commission shall, in carrying out its duties, give first consideration to improving and maintaining the best possible service to students as life-long learners by:</p> <ul style="list-style-type: none"> <li>(a) taking measures intended to ensure that programs of study are of optimum length and best quality,</li> <li>(b) stressing prior learning assessment and recognition, and credit transfer, to implement the principle that duplication of effort is not required in order to gain credit for learning which [that - NS] has been successfully accomplished,</li> <li>(c) promoting smooth transitions between learning and work,</li> <li>(d) promoting equitable and adequate access to learning opportunities, including making those opportunities available at times and places convenient to the student, and</li> <li>(e) taking measures intended to ensure teaching quality.</li> </ul>   |
| 11 | 12 | 11  | <p>Duties</p> <p>(2) The Commission's principal duties are:</p> <ul style="list-style-type: none"> <li>(a) to undertake measures intended to ensure continuous improvement in the quality of academic programs and of teaching at institutions, which without limiting the generality of the foregoing may include the review of institutional programs and practices for assuring such improvement and making recommendations to institutions and the Provinces,</li> <li>(b) to ensure that data and information is collected, maintained and made available for assuring the public accountability of institutions, and to assist institutions and the Provinces in their work, which without limiting the generality of the foregoing may include: <ul style="list-style-type: none"> <li>(i) establishing data and system standards,</li> <li>(ii) establishing public reporting requirements and producing public reports, and</li> <li>(iii) carrying out studies in regard to public policy, institutional concerns and issues related to post-secondary education, and providing advice to institutions and the Provinces on these matters.</li> </ul> </li> <li>(c) to take initiatives to stimulate cooperative action among institutions and the Provinces where such action is likely to improve the efficiency and effectiveness of the post-secondary education system in the Provinces, which without limiting the generality of the foregoing may include: <ul style="list-style-type: none"> <li>(i) encouraging initiatives for institutions to offer joint, complementary and regional programs, and</li> <li>(ii) encouraging administrative, financial and common service arrangements which reduce the overhead cost of programs and the overall cost to students and the Provinces.</li> </ul> </li> <li>(d) to continue to develop and administer funding transfers among the Provinces for regional programs, which without limiting the generality of the foregoing may include developing and administering funding arrangements for programs outside the region, as required to provide additional educational opportunities for students from the region, and</li> <li>(e) to undertake such other duties as the Ministers may assign.</li> </ul> |

## Sections of Act

| NB | NS | PEI | Titles /<br>References <sup>(1)</sup> |   |
|----|----|-----|---------------------------------------|---|
| 11 | 12 | 11  | Services and functions                | <p>(3) The Commission may:</p> <ul style="list-style-type: none"> <li>(a) provide such services and functions, as may be agreed upon by the Ministers, to one or more institutions or to one or more of the Provinces,</li> <li>(b) provide such advice and services, as may be agreed upon by the Ministers, to one or more of the Provinces to determine their post-secondary education funding policy, and</li> <li>(c) recommend to the Ministers the names of post-secondary educational institutions that may be added to or deleted from those prescribed by [the - NS] regulation for the purposes of the definitions “institutions” and “universities” [in section 1 - NB]; [2002, c.34, s.11 - PEI].</li> </ul> |
| 12 | 13 | 12  | <b>Powers</b>                         | <p>(1) The Commission has [all - NB; NS] such powers as are necessary for, and ancillary to, the proper performance of its duties, including but not limited to the powers,</p> <ul style="list-style-type: none"> <li>(a) to engage staff,</li> <li>(b) to establish advisory committees,</li> <li>(c) to enter into contracts where and to the extent that funds have been made available for such purpose, and</li> <li>(d) to require the timely provision of data and information from institutions.</li> </ul>  |
| 12 | 13 | 12  | By-laws                               | <p>(2) Subject to this Act, the Commission may make By-laws respecting its internal organization and the conduct of its business, and may include in such by-laws provision for the election or designation of a vice-chair of the Commission to act in the absence or disability of the Chair or when the office of Chair is vacant.</p>   |
| 12 | 13 | 12  | By-law not regulation                 | <p>(3) The <i>Regulations Act</i> does not apply to by-laws under [made pursuant to - NS] subsection (2). [A bylaw made under subsection (2) is not a regulation as defined in subclause 1(e) of the <i>Interpretation Act</i> R.S.P.E.I. 1988, Cap. I-8 2002, c.34, s.12 - PEI].</p>   |
| 13 | 14 | 13  | <b>Confidentiality</b>                | <p>(1) All data received by the Commission from institutions or any other source is confidential and shall not be disclosed except as provided in this section.</p>   |
| 13 | 14 | 13  | Disclosure                            | <p>(2) Subject to subsection (3), the Commission may disclose, in aggregate form, data received by the Commission from institutions or any other source.</p>  |
| 13 | 14 | 13  | Edit of information                   | <p>(3) For the purposes of ensuring the protection of personal information, the Commission shall, before disclosing data received by the Commission from institutions or any other source, remove any portion that would reveal personal information concerning any person [2002, c.34, s.13 - PEI].</p>  |
| 14 | 15 | 14  | <b>Meetings</b>                       | <p>The Commission shall meet at least four times each year at the call of the Chair [2002, c.34, s.14 - PEI].</p>   |
| 15 | 16 | 15  | Quorum                                | <p>Subject to section 6 [7 - NS], a majority of the members holding office, excluding the Chief Executive Officer, shall constitute a quorum for the purpose of conducting a meeting provided that at least two members appointed from each of the Provinces are present at the [such - NS; PEI] meeting [2002, c.34, s.15 - PEI].</p>  |

## Sections of Act

| NB | NS | PEI | Titles /<br>References <sup>(1)</sup> |   |
|----|----|-----|---------------------------------------|---|
| 16 | 17 | 16  | <b>Accountability</b>                 | The Commission is accountable to the Ministers [2002, c.34, s.16 - PEI].  |
| 17 | 18 | 17  | <b>Funding policies</b>               | (1) The determination of public funding levels for institutions is the sole responsibility of the Provinces.  |
| 17 | 18 | 17  | Advice to Ministers                   | (2) The Commission shall when requested to do so by the Ministers provide advice or services to the Ministers for determining post-secondary education funding policies and allocations [2002, c.34, s.17 - PEI].   |
| 18 | 19 | 18  | <b>Fiscal year and annual report</b>  | (1) The fiscal year of the Commission shall commence [commences - NS] on the first day of April [1 <sup>st</sup> - NS; PEI]; [in - NB; NS] each year and end on the thirty-first day of March [March 31 <sup>st</sup> - NS; PEI] in the year next following [immediately following year - NS].  |
| 18 | 19 | 18  | Auditing procedure                    | (2) The accounts of the Commission shall be audited in accordance with the procedure adopted for auditing the accounts of the Council.  |
| 18 | 19 | 18  | Annual Report                         | (3) The Commission shall, within six months after the end of each fiscal year, submit to the Ministers and the Council a report containing: <ul style="list-style-type: none"> <li>(a) a review of the Commission's activities during such fiscal year,</li> <li>(b) statements and recommendations regarding such matters in the field of post-secondary education in the region as the Commission considers advisable, and</li> <li>(c) the audited financial statements of the Commission for such fiscal year.</li> </ul> |
| 18 | 19 | 18  | Report tabled in Legislature          | (4) The annual report of the Commission shall be tabled in the Legislature as soon as is practicable after [its - PEI] receipt by the Ministers [2002, c.34, s.18 - PEI].   |
| 19 | 20 | 19  | <b>Immunity</b>                       | No action or other proceeding lies against the Province, the Commission or any member or employee of the Commission, for any act done in good faith in the execution or intended execution of any duty or power under this Act or for any alleged neglect or default in the execution in good faith of any such duty or power [2002, c.34, s.19 - PEI].   |
| 20 | 21 | 20  | <b>Regulations</b>                    | [(1) - NS] The [Lieutenant - NB; PEI] Governor in Council may make regulations <ul style="list-style-type: none"> <li>(a) prescribing post-secondary educational institutions for the purposes of the definition "institutions" [in section 1 - NB; PEI]; [and - PEI]</li> <li>(b) prescribing post-secondary educational institutions for the purposes of the definition "universities" [in section 1 - NB; PEI]; [2002, c.34, s.20 - PEI].</li> </ul>   |
| -  | 21 | -   |                                       | (2) The exercise by the Governor in Council of the authority contained in subsection (1) is regulations within the meaning of the Regulations Act.  |

## Sections of Act

| NB | NS | PEI | Titles /<br>References <sup>(1)</sup>   |
|----|----|-----|---|
| 21 | 22 | 21  | <p><b>Repeal</b></p> <p>[[1] <i>New Brunswick Regulation 88-118 under the Maritime Provinces Higher Education Commission Act is repealed.</i> - NB].</p> <p>[Chapter 270 of the Revised Statutes, 1989, the Maritime Provinces Higher Education (Nova Scotia) Act, is repealed. - NS].</p> <p>[<i>The Maritime Provinces Higher Education Commission Act</i> R.S.P.E.I. 1988, Cap. M-2 is repealed. 2002, c.34, s.21 - PEI].</p>  |
| 21 | -  | -   | <p>(2) <i>The Maritime Provinces Higher Education Commission Act, chapter M-2 of the Revised Statutes, 1973, is repealed.</i></p>   |
| 22 | 23 | 22  | <p><b>Commencement</b><br/>[CONSEQUENTIAL<br/>AMENDMENTS -PEI]</p> <p>[<i>This Act or any provision of it comes into force on a day or days to be fixed by proclamation.</i> - NB]</p> <p>[<b>N.B.</b> This Act was proclaimed and came into force January 31, 2005. - NB].<br/>[<b>N.B.</b> This Act is consolidated to January 31, 2005. - NB].</p> <p>[This Act comes into force on such day as the Governor in Council orders and declares by proclamation. - NS].</p> <p><b>[(1) Section 11 of the Holland College Act R.S.P.E.I. 1988, Cap. H-6 is amended</b></p> <p>(a) <b>in subsection (1), by the deletion of the words</b> "on the recommendation of the Maritime Provinces Higher Education Commission";</p> <p>(b) <b>by the repeal of subsection (2); and</b></p> <p>(c) <b>in subsection (3), by the deletion of the words</b> "on the recommendation of the Maritime Provinces Higher Education Commission"; - PEI].</p> |
| -  | -  | 22  | <p>(2) <b>Section 17 of the University Act R.S.P.E.I. 1988, Cap. U-4 is amended</b></p> <p>(a) <b>in clause (1) (b), by the deletion of the words</b> "on the recommendation of the Maritime Provinces Higher Education Commission";</p> <p>(b) <b>by the repeal of subsection (2); and</b></p> <p>(c) <b>in subsection (3), by the deletion of the words</b> "on the recommendation of the Maritime Provinces Higher Education Commission". 2002, c.34, s.22.</p>  |

<sup>(1)</sup> New Brunswick and Prince Edward Island include descriptive titles in their respective legislations; Nova Scotia does not. **Bold** font refers to references used in New Brunswick and Prince Edward Island; *italic* font refers to references used in New Brunswick only, and regular font refers to references used in Prince Edward Island only.

**APPENDIX B**  
**AUDITED FINANCIAL STATEMENTS**

**Maritime Provinces Higher  
Education Commission**

Financial Statements  
**March 31, 2007**



June 20, 2007

## **Auditors' Report**

### **To the Members of Maritime Provinces Higher Education Commission**

We have audited the balance sheet of **Maritime Provinces Higher Education Commission** (the "Commission") as at March 31, 2007 and the statements of committed funds, revenue and expenditures – grants and revenue and expenditures – administration for the year then ended. These financial statements are the responsibility of the Commission's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Commission as at March 31, 2007 and the results of its operations for the year then ended in accordance with Canadian generally accepted accounting principles.

*PricewaterhouseCoopers LLP*

### **Chartered Accountants**

PricewaterhouseCoopers refers to the Canadian firm of PricewaterhouseCoopers LLP and the other member firms of PricewaterhouseCoopers International Limited, each of which is a separate and independent legal entity.



**Maritime Provinces Higher Education Commission**  
**Balance Sheet**  
**As at March 31, 2007**

|  | 2007<br>\$        | 2006<br>\$        |
|--|-------------------|-------------------|
| <b>Assets</b>                                  |                   |                   |
| Cash   | 3,402,306         | 2,052,053         |
| Prepaid expenses                               | 146,941           | 5,778             |
| Amounts due from                               |                   |                   |
| Government of Canada                           | 12,928,327        | 15,038,620        |
| New Brunswick                                  | 16,921,858        | 16,370,712        |
| Newfoundland                                   | 204,000           | 210,000           |
| Nova Scotia                                    | 123,369           | 116,790           |
| Prince Edward Island                           | 35,614            | 284,159           |
| Other receivables                              | 126,521           | 93,058            |
|  | <u>33,888,936</u> | <u>34,171,170</u> |
| <b>Liabilities</b>                             |                   |                   |
| Accounts payable and accrued liabilities       | 32,275            | 18,742            |
| Amount due to the Council of Atlantic Premiers | 6,999             | 7,548             |
| Amounts payable to institutions                |                   |                   |
| Operating funds                                | 3,905,869         | 3,528,759         |
| Capital funds                                  | 2,265,764         | 25,665            |
| Other  | 13,794,444        | 14,548,735        |
|  | <u>20,005,351</u> | <u>18,129,449</u> |
| Deferred revenue                               | 309,109           | 96,385            |
|  | <u>20,314,460</u> | <u>18,225,834</u> |
| <b>Committed Funds</b>                         |                   |                   |
| Operating grants                               | 10,065,092        | 10,033,054        |
| Capital grants                                 | 3,509,384         | 5,912,282         |
|  | <u>13,574,476</u> | <u>15,945,336</u> |
|  | <u>33,888,936</u> | <u>34,171,170</u> |

**Commitments** (note 5)

Approved by the Board of Directors



Director



Director

**Maritime Provinces Higher Education Commission**  
**Statement of Committed Funds**  
**For the year ended March 31, 2007**

|  |                                 |                               |  |                     | <u>2007</u>         | <u>2006</u>         |
|--|---------------------------------|-------------------------------|--|---------------------|---------------------|---------------------|
|  | <b>New<br/>Brunswick<br/>\$</b> | <b>Nova<br/>Scotia<br/>\$</b> | <b>Prince<br/>Edward<br/>Island<br/>\$</b> | <b>Other<br/>\$</b> | <b>Total<br/>\$</b> | <b>Total<br/>\$</b> |
| <b>Operating grants</b>  |                                 |                               |  |                     |                     |                     |
| Balance – Beginning of year  | 8,050,533                       | 149,514                       | 1,830,507                                  | 2,500               | 10,033,054          | 6,027,382           |
| Excess of revenue over expenditures (expenditures over revenue) for the year | 633,615                         | –                             | (119,292)                                  | –                   | 514,323             | 4,045,672           |
| Transfer for MCFT  | (3,784)                         | –                             | 3,784                                      | –                   | –                   | –                   |
| Transfer to capital  | –                               | –                             | (442,285)                                  | –                   | (442,285)           | –                   |
| Transfer to administration   | (40,000)                        | –                             | –  | –                   | (40,000)            | (40,000)            |
| Balance – End of year  | <u>8,640,364</u>                | <u>149,514</u>                | <u>1,272,714</u>                           | <u>2,500</u>        | <u>10,065,092</u>   | <u>10,033,054</u>   |
| <b>Capital grants</b>  |                                 |                               |  |                     |                     |                     |
| Balance – Beginning of year  | 5,530,320                       | –                             | 381,962                                    | –                   | 5,912,282           | 4,539,886           |
| Excess of revenue over expenditures (expenditures over revenue) for the year | (2,350,393)                     | –                             | (494,790)                                  | –                   | (2,845,183)         | 1,372,396           |
| Transfer from capital  | –                               | –                             | 442,285                                    | –                   | 442,285             | –                   |
| Balance – End of year  | <u>3,179,927</u>                | <u>–</u>                      | <u>329,457</u>                             | <u>–</u>            | <u>3,509,384</u>    | <u>5,912,282</u>    |
| <b>Commitments outstanding – End of year</b>                                 | <u>11,820,291</u>               | <u>149,514</u>                | <u>1,602,171</u>                           | <u>2,500</u>        | <u>13,574,476</u>   | <u>15,945,336</u>   |

**Maritime Provinces Higher Education Commission**  
**Statement of Revenue and Expenditures – Grants**  
**For the year ended March 31, 2007**

|   | New Brunswick      |                    | Nova Scotia (note 1) |                | Prince Edward Island |                   | Other            |                  | Total              |                    |
|---|--------------------|--------------------|----------------------|----------------|----------------------|-------------------|------------------|------------------|--------------------|--------------------|
|   | 2007<br>\$         | 2006<br>\$         | 2007<br>\$           | 2006<br>\$     | 2007<br>\$           | 2006<br>\$        | 2007<br>\$       | 2006<br>\$       | 2007<br>\$         | 2006<br>\$         |
| <b>Operating grants</b>   |                    |                    |                      |                |                      |                   |                  |                  |                    |                    |
| <b>Revenue</b>  |                    |                    |                      |                |                      |                   |                  |                  |                    |                    |
| Grants  |                    |                    |                      |                |                      |                   |                  |                  |                    |                    |
| Unrestricted  | 204,226,279        | 247,152,250        | 123,369              | 116,790        | 38,071,493           | 35,933,571        | –                | –                | 242,421,141        | 283,202,611        |
| Restricted  | 8,565,815          | 8,313,400          | –                    | –              | 939,057              | 634,700           | –                | –                | 9,504,872          | 8,948,100          |
| Other   | –                  | 630,480            | –                    | 105,120        | –                    | –                 | 7,603,889        | 5,037,011        | 7,603,889          | 5,772,611          |
|   | <u>212,792,094</u> | <u>256,096,130</u> | <u>123,369</u>       | <u>221,910</u> | <u>39,010,550</u>    | <u>36,568,271</u> | <u>7,603,889</u> | <u>5,037,011</u> | <u>259,529,902</u> | <u>297,923,322</u> |
| <b>Expenditures</b>   |                    |                    |                      |                |                      |                   |                  |                  |                    |                    |
| Grants  |                    |                    |                      |                |                      |                   |                  |                  |                    |                    |
| Unrestricted (Schedule A)   | 204,436,160        | 245,053,221        | 123,369              | 221,910        | 38,001,386           | 35,875,149        | –                | –                | 242,560,915        | 281,150,280        |
| Restricted (Schedule B)   | 7,722,319          | 6,625,628          | –                    | –              | 1,128,456            | 1,064,731         | –                | –                | 8,850,775          | 7,690,359          |
| Other (note 2)  | –                  | –                  | –                    | –              | –                    | –                 | 7,603,889        | 5,037,011        | 7,603,889          | 5,037,011          |
|   | <u>212,158,479</u> | <u>251,678,849</u> | <u>123,369</u>       | <u>221,910</u> | <u>39,129,842</u>    | <u>36,939,880</u> | <u>7,603,889</u> | <u>5,037,011</u> | <u>259,015,579</u> | <u>293,877,650</u> |
| <b>Excess of revenue over expenditures (expenditures over revenue) for the year</b> | <u>633,615</u>     | <u>4,417,281</u>   | <u>–</u>             | <u>–</u>       | <u>(119,292)</u>     | <u>(371,609)</u>  | <u>–</u>         | <u>–</u>         | <u>514,323</u>     | <u>4,045,672</u>   |
| <b>Capital grants</b>   |                    |                    |                      |                |                      |                   |                  |                  |                    |                    |
| <b>Revenue</b>  | 2,500,000          | 2,500,000          | –                    | –              | 1,749,505            | 720,500           | –                | –                | 4,249,505          | 3,220,500          |
| <b>Expenditures (Schedule C)</b>  | 4,850,393          | 1,146,584          | –                    | –              | 2,244,295            | 701,520           | –                | –                | 7,094,688          | 1,848,104          |
| <b>Excess of revenue over expenditures (expenditures over revenue) for the year</b> | <u>(2,350,393)</u> | <u>1,353,416</u>   | <u>–</u>             | <u>–</u>       | <u>(494,790)</u>     | <u>18,980</u>     | <u>–</u>         | <u>–</u>         | <u>(2,845,183)</u> | <u>1,372,396</u>   |

**Maritime Provinces Higher Education Commission**  
**Statement of Revenue and Expenditures – Administration**  
**For the year ended March 31, 2007**

|  | 2007<br>\$       | 2006<br>\$       |
|--|------------------|------------------|
| <b>Revenue</b>   |                  |                  |
| Contributions  |                  |                  |
| New Brunswick  | 485,688          | 478,000          |
| Nova Scotia  | 604,752          | 594,697          |
| Prince Edward Island   | 88,414           | 86,944           |
| Transfers from operating reserves                                |                  |                  |
| New Brunswick  | 40,000           | 40,000           |
| Project revenue  | 107,622          | 266,964          |
|  | <u>1,326,476</u> | <u>1,466,605</u> |
| <b>Expenditures</b>  |                  |                  |
| Salaries and benefits  | 911,297          | 874,640          |
| Office rent  | 91,511           | 85,980           |
| Professional services  | 42,031           | 33,433           |
| Travel   |                  |                  |
| Board members  | 16,536           | 11,956           |
| Other  | 5,025            | 31,359           |
| Per diem allowance   | 28,471           | 5,925            |
| Special projects (note 3)  | 118,259          | 278,012          |
| Office supplies, telephone and postage                           | 36,043           | 48,664           |
| Office furniture and equipment                                   | 27,262           | 12,128           |
| Publications   | 2,686            | 63,868           |
| Other  | 46,587           | 17,511           |
|  | <u>1,325,708</u> | <u>1,463,476</u> |
| <b>Excess of revenue over expenditures for the year (note 4)</b> | <u>768</u>       | <u>3,129</u>     |

# Maritime Provinces Higher Education Commission

## Notes to Financial Statements

### For the year ended March 31, 2007

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#### 1 Significant accounting policies

##### Content of these financial statements

In accordance with the Maritime Provinces Higher Education Commission Acts (Section 18, New Brunswick and Prince Edward Island; Section 19, Nova Scotia), the provinces have the option of paying grants to the institutions, either directly or through the Commission. Since the Province of Nova Scotia makes direct payments to Nova Scotia institutions, these financial statements include only the operating and capital grant payments to New Brunswick and Prince Edward Island institutions.

##### Management estimate

The presentation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reported period. Actual results could differ from those reported.

##### Financial instruments

The carrying value of cash, grants receivable, other receivables and accounts payable and accrued liabilities is considered to approximate fair value due to their short-term maturities.

##### Property, plant and equipment

The Commission expenses capital assets in the year of acquisition. Had the Commission capitalized and amortized its capital assets, its balance sheet would reflect office equipment and furniture, computer hardware and software and leasehold improvements with a net book value of approximately \$101,156 (2006 - \$102,148).

**Maritime Provinces Higher Education Commission**  
Notes to Financial Statements  
For the year ended March 31, 2007

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**2 Other activities**

During the year, the Commission disbursed funds on behalf of the following:

|  | <b>2007</b>      | <b>2006</b>      |
|--|------------------|------------------|
|  | <b>\$</b>        | <b>\$</b>        |
| Government of Canada – contribution to institutions under the Canada/New Brunswick Official Languages in Education Agreement | 6,344,954        | 4,560,459        |
| Government of Canada – contribution program to improve access to health services for official languages minority communities | 786,105          | –                |
| Province of Prince Edward Island – rehabilitation program seats  | 154,375          | 166,250          |
| Province of Prince Edward Island – Victoria General Hospital   | 114,455          | 100,302          |
| Province of Newfoundland and Labrador – rehabilitation program seats   | 204,000          | 210,000          |
|  | <u>7,603,889</u> | <u>5,037,011</u> |

**3 Special projects**

|   | <b>2007</b>    | <b>2006</b>    |
|---|----------------|----------------|
|   | <b>\$</b>      | <b>\$</b>      |
| Graduate Follow-up Surveys              | 40,932         | 222,883        |
| MPHEC Conference/Workshop/Collaboration | 4,007          | 11,666         |
| Other                                   | 73,320         | 43,463         |
|   | <u>118,259</u> | <u>278,012</u> |

**4 Revenue and expenditures – Administration**

The excess of revenue over expenditures for the year for Administration is considered to be part of the Consolidated Fund and, accordingly, has been included in the amount due to the Council of Atlantic Premiers.

**Maritime Provinces Higher Education Commission**  
Notes to Financial Statements  
**For the year ended March 31, 2007**

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**5 Commitments**

**Office facilities**

Future minimum annual lease commitments under a long-term lease for office facilities are as follows:

|                            | \$     |
|----------------------------|--------|
| Year ending March 31, 2008 | 85,173 |
| 2009                       | 85,173 |
| 2010                       | 85,173 |
| 2011                       | 85,173 |
| 2012                       | 85,173 |

**6 Reclassification**

Certain prior year amounts have been reclassified to conform with presentation changes adopted by the Commission in the current year.

**Maritime Provinces Higher Education Commission**  
**Schedule of Unrestricted Grants Expenditures**  
**For the year ended March 31, 2007**

**Schedule A**

|  | 2007<br>\$         | 2006<br>\$         |
|--|--------------------|--------------------|
| <b>New Brunswick</b>   |                    |                    |
| Institutions   |                    |                    |
| Maritime College of Forest Technology                            | 1,825,424          | 1,732,266          |
| Mount Allison University   | 9,355,093          | 14,767,061         |
| St. Thomas University  | 5,056,718          | 7,706,892          |
| Université de Moncton  | 35,131,676         | 51,712,908         |
| University of New Brunswick                                      | 59,001,596         | 84,519,916         |
| One time grant to the above Universities                         | 68,000,000         | 60,000,000         |
| University of Prince Edward Island – Atlantic Veterinary College | 4,125,680          | 4,125,680          |
|  | <u>182,496,187</u> | <u>224,564,723</u> |
| Interprovincial transfers  |                    |                    |
| Province of Newfoundland and Labrador                            | 950,000            | 950,000            |
| Province of Nova Scotia  | 3,712,200          | 3,446,200          |
| Province of Ontario  | 11,633             | 11,633             |
| Province of Québec   | 6,803,251          | 6,142,013          |
|  | <u>11,477,084</u>  | <u>10,549,846</u>  |
| Grants in lieu of Municipal Real Property Taxes                  | <u>10,022,889</u>  | <u>9,618,652</u>   |
| Other  | <u>440,000</u>     | <u>320,000</u>     |
|  | <u>204,436,160</u> | <u>245,053,221</u> |
| <b>Nova Scotia</b>   |                    |                    |
| Interprovincial transfers  |                    |                    |
| Province of Québec   | <u>123,369</u>     | <u>221,910</u>     |
| <b>Prince Edward Island</b>                                      |                    |                    |
| Institutions   |                    |                    |
| Holland College  | 11,657,900         | 10,907,900         |
| University of Prince Edward Island                               | 22,016,771         | 20,793,771         |
|  | <u>33,674,671</u>  | <u>31,701,671</u>  |
| Interprovincial transfers  |                    |                    |
| Province of Nova Scotia  | 4,303,020          | 4,118,000          |
| Province of Ontario  | 6,816              | –                  |
| Province of Québec   | 16,879             | 55,478             |
|  | <u>4,326,715</u>   | <u>4,173,478</u>   |
|  | <u>38,001,386</u>  | <u>35,875,149</u>  |
|  | <u>242,560,915</u> | <u>281,150,280</u> |

**Maritime Provinces Higher Education Commission**  
 Schedule of Restricted Grants Expenditures  
 For the year ended March 31, 2007

**Schedule B**

|                                       | 2007<br>\$       | 2006<br>\$       |
|---------------------------------------|------------------|------------------|
| <b>New Brunswick</b>                  |                  |                  |
| Maritime College of Forest Technology | –                | 69,379           |
| Mount Allison University              | 868,900          | 843,600          |
| St. Thomas University                 | 665,154          | 246,298          |
| Université de Moncton                 | 2,017,492        | 2,040,088        |
| University of New Brunswick           | 3,387,989        | 2,697,321        |
| Joint Project – Computer Network      | 782,784          | 728,942          |
|                                       | <u>7,722,319</u> | <u>6,625,628</u> |
| <b>Prince Edward Island</b>           |                  |                  |
| Holland College                       | 384,600          | 384,600          |
| University of Prince Edward Island    | 671,014          | 594,664          |
| Joint Project – Computer Network      | 72,842           | 85,467           |
|                                       | <u>1,128,456</u> | <u>1,064,731</u> |
|                                       | <u>8,850,775</u> | <u>7,690,359</u> |

## Maritime Provinces Higher Education Commission

### Schedule for Capital Grants Expenditures

For the year ended March 31, 2007

Schedule C

|                                    | 2007<br>\$ | 2006<br>\$ |
|------------------------------------|------------|------------|
| <b>New Brunswick</b>               |            |            |
| Mount Allison University           | 563,500    | 237,652    |
| St. Thomas University              | 500,000    | 500,000    |
| Université de Moncton              | 2,034,616  | 325,774    |
| University of New Brunswick        | 1,752,277  | 83,158     |
|                                    | <hr/>      | <hr/>      |
|                                    | 4,850,393  | 1,146,584  |
| <b>Prince Edward Island</b>        |            |            |
| University of Prince Edward Island | 2,244,295  | 701,520    |
|                                    | <hr/>      | <hr/>      |
|                                    | 7,094,688  | 1,848,104  |
|                                    | <hr/>      | <hr/>      |

## APPENDIX C

### Membership of Commission Committees (as of March 31, 2007)

#### Standing Committees

##### **AAU-MPHEC ACADEMIC ADVISORY COMMITTEE**

*Appointed by the AAU:*

Angelo Belcastro, University of New Brunswick  
Stephen McClatchie, Mount Allison University  
Anthony Secco, Cape Breton University

*Appointed by the MPHEC:*

Peter Butler, Dalhousie University  
Nassir El-Jabi, Université de Moncton  
Donna Woolcott, Mount Saint Vincent University (Chair)

##### **AAU-MPHEC ADVISORY COMMITTEE ON INFORMATION AND ANALYSIS**

*Appointed by the AAU:*

George Iwana, Acadia University  
Clive Keen, University of Prince Edward Island  
Jean-Guy Ouellette, Université de Moncton

*Appointed by the MPHEC:*

Louise Boudreau, New Brunswick  
Greg Ells, Nova Scotia Advisory Board on Colleges and Universities  
Sam Scully, Dalhousie University (Chair)

##### **AAU-MPHEC QUALITY ASSURANCE MONITORING COMMITTEE**

*Appointed by the AAU:*

Henry Cowan, New Brunswick  
Ivan Dowling, Prince Edward Island  
Bernard Nadeau, New Brunswick  
Don Wells, Nova Scotia

*Appointed by the MPHEC:*

Léandre Desjardins, New Brunswick  
Sam Scully, Nova Scotia (Chair)

### **MPHEC FINANCE COMMITTEE**

Louise Boudreau, New Brunswick  
Mike Clow, Prince Edward Island  
Wayne Doggett, Nova Scotia  
Gordon MacInnis, Nova Scotia  
Bill McLeod, Nova Scotia  
Dave Stewart, New Brunswick  
Vianne Timmons, Prince Edward Island (Chair)

### **NB/MPHEC FINANCE WORKING GROUP**

Louise Boudreau, Department of Post-Secondary Education, Training and Labour, New Brunswick  
Mireille Duguay, MPHEC (Chair)  
Lyne Paquet, Department of Post-Secondary Education, Training and Labour, New Brunswick  
Lisa Robichaud, MPHEC

### **NB/PEI EDUCATIONAL COMPUTER NETWORK BOARD OF DIRECTORS**

Robert Campbell, Mount Allison University  
Mireille Duguay, MPHEC  
Yvon Fontaine, Université de Moncton  
Michael Higgins, St. Thomas University  
Wade MacLauchlan, University of Prince Edward Island (Chair)  
John MacLaughlin, University of New Brunswick  
Patrick McCarthy, Maritime College of Forest Technology  
Brian McMillan, Holland College, Prince Edward Island

### **NB/PEI EDUCATIONAL COMPUTER NETWORK TECHNICAL COMMITTEE**

Rachael Anderson, MPHEC Staff  
Helmut Becker, Mount Allison University  
Jim Bowen, Maritime College of Forest Technology  
David Cairns, University of Prince Edward Island  
Rob Doley, St. Thomas University  
André Lee, Université de Moncton, Campus de Moncton  
Richard MacDonald, Holland College  
Lori MacMullen, University of New Brunswick, Fredericton

## APPENDIX D

### Program Proposals Considered for Approval

April 1, 2006 – March 31, 2007

| <b>Program</b>  | <b>Proposal Type</b> | <b>Assessment Type</b>              | <b>Decision</b> |
|---|----------------------|-------------------------------------|-----------------|
| <b>Acadia University</b>  |                      |                                     |                 |
| Bachelor of Science with Double Major (Mathematics and Statistics) Education            | New Program          | In-Depth                            | Approved        |
| Bachelor of Science with Honours in Mathematics and Statistics with Education           | New Program          | In-Depth                            | Approved        |
| Undergraduate Certificate of Proficiency in French                                      | New Program          | To be determined                    | Pending         |
| <b>Cape Breton University</b>   |                      |                                     |                 |
| Bachelor of Arts Honours in History   | New Program          | Cursory Review                      | Approved        |
| Certificate - Logistics Management  | New Program          | To be determined                    | Pending         |
| Certificate Liquefied Natural Gas Operations  | New Program          | To be determined                    | Pending         |
| Name Change: Bachelor of Technology (BTech) to Bachelor of Engineering Technology (BET) | Program Modification | To be determined                    | Pending         |
| <b>Dalhousie University</b>   |                      |                                     |                 |
| Bachelor of Arts Honours in Music   | New Program          | Cursory Review                      | Approved        |
| Bachelor of Arts in Music 15 credit   | Program Termination  | To be determined                    | Pending         |
| Bachelor of Arts in Music 20 credit   | New Program          | Received for information and record |                 |
| Bachelor of Arts, Double Major in Creative Writing                                      | New Program          | Cursory Review                      | Approved        |
| Bachelor of Community Building and Design   | New Program          | Cursory Review                      | Approved        |
| Bachelor of Community Design (Honours), Major in Environmental Planning                 | New Program          | Cursory Review                      | Approved        |
| Bachelor of Community Design (Honours), Major in Urban Design Studies                   | New Program          | Cursory Review                      | Approved        |
| Bachelor of Dental Hygiene  | New Program          | Cursory Review                      | Approved        |

| <b>Program</b>  | <b>Proposal Type</b> | <b>Assessment Type</b>              | <b>Decision</b> |
|---|----------------------|-------------------------------------|-----------------|
| <b>Dalhousie University Continued</b>   |                      |                                     |                 |
| Bachelor of Engineering in Mineral Resource Engineering   | Program Modification | Cursory Review                      | Approved        |
| Bachelor of Informatics (Bioinformatics)  | New Program          | Cursory Review                      | Approved        |
| Bachelor of Informatics (Health Informatics)  | New Program          | Cursory Review                      | Approved        |
| Bachelor of Informatics (Software Systems)  | New Program          | Cursory Review                      | Approved        |
| Bachelor of Music   | Program Modification | Cursory Review                      | Approved        |
| Bachelor of Science (Nursing)   | Program Modification | To be determined                    | Pending         |
| Bachelor of Science (Occupational Therapy)  | Program Suspension   | Received for information and record |                 |
| Bachelor of Science (Physiotherapy) (entry to practice)   | Program Termination  | Cursory Review                      | Approved        |
| Bachelor of Science Combined Honours in Environmental Science and International Development Studies | New Program          | Cursory Review                      | Approved        |
| Bachelor of Science Combined Honours in Mathematics and Oceanography                                | New Program          | Cursory Review                      | Approved        |
| Bachelor of Science Combined Honours in Physics and Oceanography                                    | New Program          | Cursory Review                      | Approved        |
| Bachelor of Science Combined Honours in Statistics and Oceanography                                 | New Program          | Cursory Review                      | Approved        |
| Bachelor of Science in Creative Writing   | Program Modification | To be determined                    | Pending         |
| Master of Architecture  | Program Modification | Cursory Review                      | Approved        |
| Master of Arts (Health Education) to Master of Arts (Health Promotion)                              | Program Modification | Cursory Review                      | Approved        |
| Master of Science (Occupational Therapy)  | Program Modification | In-Depth                            | Approved        |
| Master of Science (Physiotherapy) (entry to practice)   | Program Modification | Cursory Review                      | Approved        |
| Master of Science in Prosthodontics   | New Program          | Cursory Review                      | Approved        |
| Name change: Metallurgical Engineering to Materials Engineering                                     | Program Modification | Cursory Review                      | Approved        |
| Paediatric General Practice Dental Residency Program  | New Program          | Cursory Review                      | Approved        |
| PhD in Social Anthropology  | New Program          | To be determined                    | Pending         |
| Religious Studies   | Program Modification | To be determined                    | Pending         |

| <b>Program</b>  | <b>Proposal Type</b> | <b>Assessment Type</b>              | <b>Decision</b> |
|---|----------------------|-------------------------------------|-----------------|
| <b>Mount Allison University</b>   |                      |                                     |                 |
| Bachelor of Aviation  | New Program          | To be determined                    | Pending         |
| <b>Mount Saint Vincent University</b>   |                      |                                     |                 |
| Master of Arts (Public Relations)   | New Program          | Cursory Review                      | Approved        |
| Master of Public Relations  | New Program          | Cursory Review                      | Approved        |
| <b>Nova Scotia College of Art and Design</b>  |                      |                                     |                 |
| Bachelor of Design (Honours)  | Program Termination  | In-Depth                            | Approved        |
| International Master of Design  | New Program          | In-Depth                            | Approved        |
| Master of Design  | New Program          | In-Depth                            | Approved        |
| Master of Fine Arts   | Program Termination  | In-Depth                            | Approved        |
| <b>Saint Mary's University</b>  |                      |                                     |                 |
| Bachelor of Science Major In Chemical Biology   | New Program          | To be determined                    | Pending         |
| <b>Université de Moncton</b>  |                      |                                     |                 |
| Baccalauréat en administration des affaires, concentration comptabilité (régime coopératif)   | New Program          | Cursory Review                      | Approved        |
| Baccalauréat en musique (orientation enseignement)  | Program Termination  | Cursory Review                      | Approved        |
| Baccalauréat en musique-Baccalauréat en éducation   | New Program          | Cursory Review                      | Approved        |
| Baccalauréat ès sciences (nutrition) / Baccalauréat ès sciences (nutrition) régime coopératif | Program Termination  | To be determined                    | Pending         |
| Baccalauréat ès sciences (nutrition) avec stage intégré                                       | New Program          | To be determined                    | Pending         |
| Certificat en informatique  | Program Termination  | Cursory Review                      | Approved        |
| Mineure en recherche opérationnelle   | Program Termination  | Received for information and record |                 |
| <b>University of New Brunswick</b>  |                      |                                     |                 |
| Bachelor of Data Analysis (formerly Bachelor of Science in Data Analysis)                     | Program Termination  | Cursory Review                      | Approved        |
| Bachelor of Information Sciences (Decision & Business Management)                             | New Program          | Cursory Review                      | Approved        |

| <b>Program</b>   | <b>Proposal Type</b> | <b>Assessment Type</b> | <b>Decision</b> |
|--|----------------------|------------------------|-----------------|
| <b>University of New Brunswick Continued</b>   |                      |                        |                 |
| Bachelor of Applied Management - General Business  | New Program          | To be determined       | Pending         |
| Bachelor of Information Sciences (Decision & System Science)   | New Program          | Cursory Review         | Approved        |
| Bachelor of Science in Economics   | New Program          | To be determined       | Pending         |
| Bachelor of Science in Financial Mathematics   | New Program          | Cursory Review         | Approved        |
| Medicinal Chemistry, Undergraduate   | New Program          | In-Depth               | Approved        |
| <b>University of Prince Edward Island</b>  |                      |                        |                 |
| Bachelor of Arts with Honours in Anthropology  | Program Modification | Cursory Review         | Approved        |
| Bachelor of Arts with Honours in Sociology   | Program Modification | Cursory Review         | Approved        |
| Bachelor of Child and Family Studies   | New Program          | In-Depth               | Approved        |
| Bachelor of Education with a Specialization in Human Resource Development                                | New Program          | Cursory Review         | Approved        |
| Bachelor of General Studies  | New Program          | In-Depth               | Withdrawn       |
| Master of Business Administration  | New Program          | In-Depth               | Withdrawn       |
| Radiography Post-Diploma Degree  | New Program          | Cursory Review         | Approved        |
| <b>Université Sainte-Anne</b>  |                      |                        |                 |
| Baccalauréat en administration des affaires - commerce international                                     | New Program          | To be determined       | Pending         |
| Baccalauréat en études acadiennes  | Program Modification | Cursory Review         | Approved        |
| <b>Joint Programs</b>  |                      |                        |                 |
| Mount Saint Vincent University and Saint Mary's University - Masters of Arts in Women and Gender Studies | Program Modification | To be determined       | Pending         |