

**Butler, Kaitlin Sophia**

**From:** Randell, Alison  
**Sent:** Tuesday, January 2, 2024 10:53 PM  
**To:** Whelan, Harold; Farrell, Todd; Seaward, Katie  
**Subject:** Re: [REDACTED] s. 29(1) (a) s. 31(1)(l)

Thanks Harold - I'll get these looked into.

Alison

Get [Outlook for iOS](#)

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**From:** Whelan, Harold <hwhelan@mun.ca>  
**Sent:** Tuesday, January 2, 2024 10:03:44 PM  
**To:** Randell, Alison <alrandell@mun.ca>; Farrell, Todd <toddf@mun.ca>  
**Subject:** [REDACTED] s. 29(1) (a) s. 31(1)(l) s. 29(1) (a) s. 31(1)(l)

Here is the list [REDACTED]

Jill	Styles	A2026
Emily	Dawe	SP4014
Nichole	Constantine	IC1001
Raymond	Gosine	CSF4115
Renee	Fitzgerald	A2028
Renee	Fitzgerald	A2028
Mary	Wall	A3047
Amanda	Browne	A3047
Sherry	Tobin	A3047
Roxanne	Keats	A3047
Chad	Somerton	E1003
Katie	Seaward	SP4009
Cathy	Wilkinson	A2026
Tina	Scott	IC1001
Melissa	Brother	IC3003
Ellen	Wright	Sp4009
April	White	A2021
Keith	Matthews	E1003
Jennifer	Dove	Ic1001J
Karen	Follett	IC3013
Renee	Elliott	SP3013

s. 31(1)(l)

Harold Whelan s. 31(1)(l)

**Information Technology Services**  
Memorial University of Newfoundland, St. John's, NL A1C 5S7  
Tel: (709) 864-6141  
Fax: (709) 864-3514  
E-mail: [hwhelan@mun.ca](mailto:hwhelan@mun.ca)



**Butler, Kaitlin Sophia**

---

**From:** Randell, Alison  
**Sent:** Wednesday, January 3, 2024 9:09 AM  
**To:** Seaward, Katie  
**Subject:** Privileged and Confidential - Prepared at the Request of Legal Counsel

Travis Walker (he/him) [travis.walker@nortonrosefulbright.com](mailto:travis.walker@nortonrosefulbright.com);  
Imran Ahmad (he/him) [imran.ahmad@nortonrosefulbright.com](mailto:imran.ahmad@nortonrosefulbright.com);



s. 31(1)(l)

**ALISON RANDELL | Interim Chief Information Officer**  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
Spencer Hall - SP4015  
220 Prince Philip Drive, St. John's, NL, A1C 5S7  
T 709.864.2063  
[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

**Butler, Kaitlin Sophia**

**From:** Randell, Alison  
**Sent:** Wednesday, January 3, 2024 9:17 AM  
**To:** Seaward, Katie  
**Subject:** FW: Removal of RDP access

**ALISON RANDELL | Interim Chief Information Officer**

Office of the Chief Information Officer  
Memorial University of Newfoundland  
Spencer Hall - SP4015  
220 Prince Philip Drive, St. John's, NL, A1C 5S7  
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---

**From:** Randell, Alison  
**Sent:** Tuesday, January 2, 2024 6:57 PM  
**To:** Luther, Rayna Jenevieve <rluther@mun.ca>  
**Cc:** Lake, Chris <c.lake@mun.ca>  
**Subject:** Removal of RDP access

Good evening Rayna,

[Redacted]

s. 31(1)(l)

[Redacted]

s. 31(1)(l)

[Redacted]

s. 31(1)(l)

Thank you,

Alison

**ALISON RANDELL | Interim Chief Information Officer**

Office of the Chief Information Officer  
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Spencer Hall - SP4015  
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**Butler, Kaitlin Sophia**

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**From:** Seaward, Katie  
**Sent:** Wednesday, January 3, 2024 10:32 AM  
**To:** Randell, Alison  
**Subject:** For Review Removal of RDP access

Good morning Jill and Happy New Year,

The OCIO are reviewing remote desktop access (RDP) into our network and you are listed as a contact for a machine with this [REDACTED] We're conducting a clean up and will be removing RDP access and need to understand the impacts.

s. 31(1)(l)

Please confirm if this is still in use or needed and we'll review each situation on a case by case basis.

Thank you  
Katie

Katie Seaward, Executive Assistant  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
SP-4009, (4<sup>th</sup> Floor, Spencer Hall)  
220 Prince Philip Drive  
St. John's | Newfoundland and Labrador | A1C 5S7  
Tel: 709-864-2733  
[kseaward@mun.ca](mailto:kseaward@mun.ca)  
[www.mun.ca/cio](http://www.mun.ca/cio)



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**Butler, Kaitlin Sophia**

**From:** Whelan, Harold  
**Sent:** Wednesday, January 3, 2024 11:18 AM  
**To:** Farrell, Todd  
**Cc:** Randell, Alison; Barrington, Gerard; Ivany, Kristopher  
**Subject:** RE: Log

[Redacted]

s. 29(1) (a) s. 31(1)(l)

Harold

**From:** Whelan, Harold  
**Sent:** Tuesday, January 2, 2024 6:04 PM  
**To:** Farrell, Todd <toddf@mun.ca>  
**Cc:** Randell, Alison <alrandell@mun.ca>; Barrington, Gerard <gbarrington@mun.ca>; Ivany, Kristopher <ivanyk@mun.ca>  
**Subject:** RE: Log

s. 29(1) (a) s. 31(1)(l)

[Redacted]

[Redacted]

[Redacted]

s. 29(1) (a) s. 31(1)(l)

s. 29(1) (a) s. 31(1)(l)

[Redacted]

[Redacted]

s. 29(1) (a) s. 31(1)(l)

[Redacted]

s. 29(1) (a) s. 31(1)(l)

s. 29(1) (a) s. 31(1)(l)



**From:** Whelan, Harold  
**Sent:** Monday, January 1, 2024 12:12 PM  
**To:** Farrell, Todd <toddf@mun.ca>  
**Cc:** Randell, Alison <alrandell@mun.ca>; Barrington, Gerard <gbarrington@mun.ca>; Ivany, Kristopher <ivanyk@mun.ca>  
**Subject:** RE: Log

s. 29(1) (a) s. 31(1)(l)



s. 29(1) (a)  
s. 31(1)(l)

Thanks  
Harold

**From:** Whelan, Harold  
**Sent:** Sunday, December 31, 2023 3:52 PM  
**To:** Farrell, Todd <toddf@mun.ca>  
**Cc:** Randell, Alison <alrandell@mun.ca>; Barrington, Gerard <gbarrington@mun.ca>; Ivany, Kristopher <ivanyk@mun.ca>  
**Subject:** RE: Log



s. 29(1) (a) s. 31(1)(l)

Harold

**From:** Whelan, Harold  
**Sent:** Saturday, December 30, 2023 6:45 PM  
**To:** Farrell, Todd <toddf@mun.ca>  
**Cc:** Randell, Alison <alrandell@mun.ca>; Barrington, Gerard <gbarrington@mun.ca>; Ivany, Kristopher <ivanyk@mun.ca>  
**Subject:** RE: Log

NOTE TO APPLICANT: The remainder of this email is located previously in the records.

2  
IAP Office

**Butler, Kaitlin Sophia**

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**From:** Chief Risk Officer  
**Sent:** Wednesday, January 3, 2024 1:05 PM  
**Subject:** Privileged and Confidential - Prepared at the request of Counsel  
**Attachments:** EOC Update Jan. 3, 2024.pdf NOTE TO APPLICANT: The attachment is located on the subsequent page.

Good afternoon everyone,

IAP Office

Attached to this email is the EOC update that was sent to the Executive Policy Group today, January 3, 2024.

Important items such as the Incident Action Plan, meeting schedules and Org Chart can be found here: [EOC - Grenfell IT System Outage](#)

We are requesting that everyone send their list of team members (include names and emails) working on the Grenfell IT System Outage each section and the Organizational Structure for your section by the end of today.

Please update the Incident Action Plan, found within the shared folder [EOC - Grenfell IT System Outage](#), with any action items/objectives that are underway. If you require administrative support to do this, let us know and we will assign resources.

A new Activity code has been created for this incident. It is **GCIT24**. Please share with your team – all and any new costs associated to the IT incident are to be coded here.

As noted in the EOC this morning, the privacy office never recommends using personal email as it can go against the data use policy but recognizes the need for operational continuity. Please reiterate the following to your teams that may be using personal email/devices. We recommend switching to @mun.ca email addresses rather than using personal emails.

- Confidentially needs to be top of mind
- Any work related items on a personal device or email is still subject to ATIPPA legislation
- Try to use personal email and devices as little as possible.
- They should only be used for the short term.
- Do not send confidential information or attachments using a personal email, or if necessary, limit as much as possible
- Any questions, individuals can reach out to the privacy office, <https://www.mun.ca/iap/contact-us/>

Thank you  
 OCRO



Office of the Chief Risk Officer  
Memorial University of Newfoundland  
FM 2005, 14 Phelan Road  
St. John's, Newfoundland | A1C 5S7  
[www.mun.ca/ocro](http://www.mun.ca/ocro)

Privileged and Confidential - Prepared at the request of Counsel

Our EOC team met this morning at 9:30 AM. The updated incident action plan can be found at this link

s. 31(1)(l)

Below you will find a summary of the meeting and decision points for the Executive Policy Group to consider:

**Situation Report:**

s. 31(1)(l)

s. 29(1) (a)

1. Work continues with [redacted]
2. Marine Institute internet restored. Marine Institute BCP planning team stood down. Smaller MI group will continue to meet to ensure no further issues or concerns as a result of the shutdown.
3. Assets arrived at Grenfell campus
  1. 4 people from OCIO
  2. [redacted]
  3. 15 laptops
  4. 5 hotspots
4. Grenfell campus holding town hall with employees.
5. Grenfell owned assets being collected (i.e. laptops)
6. Grenfell BCP planning continuing on a department/unit level. Prioritization of assignment of assets occurring.
7. [redacted]
8. NL Power contacted Grenfell regarding a planned power outage. Grenfell has asked NL Power to delay to avoid any power bumps or interruptions while [redacted] investigation ongoing.
9. Payroll for Grenfell employees has been keyed for this period. Process for St. John's campus staff to support is in place now and can be done for next payroll period as well.
10. Process for purchasing/procurement in place for Grenfell.
11. Stand along Moneris machines being collected from Alumni to send to Grenfell to use in Bookstore and Cashiers Office. Able to accept cash in meantime with paper receipts. St. John's campus staff to assist with reconciliation and data entry.
12. CBC Here and Now [redacted] reported that the RNC had not been engaged. The Public Information officer has requested the news report to review and will provide further information to CBC for clarification and also contact the RNC spokesperson.

s. 29(1) (a)

**Communications Summary:**

- 1. Multiple media inquiries have been received.
- 2. Media interviews being scheduled for today.
- 3. Dr Sutherland will be media spokesperson
- 4. Additional content being added to update website.
- 5. MI message regarding services restored released yesterday.


**Decision Points:**

s. 29(1) (a) s. 31(1)(l)

- 1. 
- 2. 

**Next Steps:**


s. 29(1) (a)  
s. 31(1)(l)

- 
- Implement Grenfell BCP
- Inventory and collect all Grenfell assets.
- Create FAQs for website

Our next EOC meeting will be tomorrow, Jan 4 at 9:30 AM. Another update will follow at that time.

Holly

HOLLY TOBIN | MANAGER, EMERGENCY PLANNING AND BUSINESS CONTINUITY

Office of the Chief Risk Officer  
Memorial University of Newfoundland  
Facilities Management Building FM1024  
St. John's, Newfoundland | A1C 5S7  
T 709 864 7661 | C  F 709 864 8823

[www.mun.ca/emergency](http://www.mun.ca/emergency) s. 40(1)

*Where people and ideas become.*

**Butler, Kaitlin Sophia**

**From:** McKivior, Lee Ann  
**Sent:** Wednesday, January 3, 2024 12:06 PM  
**To:** Randell, Alison  
**Cc:** Lake, Chris  
**Subject:** RE: Removal of access

Thanks for this Alison, [redacted] s. 29(1) (a)

LA

**Lee Ann McKivior, Ed.D.** [she/her]  
University Registrar and interim Secretary to Senate  
Memorial University of Newfoundland  
St. John's, NL, Canada  
E: lamckivior@mun.ca  
C: [redacted] s. 40(1)  
P: (709) 864-4437

*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

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**From:** Randell, Alison <alrandell@mun.ca>  
**Sent:** Tuesday, January 2, 2024 6:54 PM  
**To:** McKivior, Lee Ann <lamckivior@mun.ca>  
**Cc:** Lake, Chris <c.lake@mun.ca>  
**Subject:** Removal of access

Good evening Lee Ann, s. 29(1) (a)

[redacted]

s. 31(1)(l)

[redacted]

s. 31(1)(l)

s. 31(1)(l)

Thank you,

Alison

**ALISON RANDELL | Interim Chief Information Officer**

Office of the Chief Information Officer

Memorial University of Newfoundland

Spencer Hall - SP4015

220 Prince Philip Drive, St. John's, NL, A1C 5S7

T 709.864.2063

[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

**Butler, Kaitlin Sophia**

**From:** McDougall, Greg  
**Sent:** Wednesday, January 3, 2024 1:24 PM  
**To:** Janes, David Charles; Tobin, Holly; Ricketts, Samantha; Whelan, Meaghan; Randell, Alison; Peter Ride; Garnier, Kevin M.; Travis Walker (he/him); Lake, Chris; Laurie Skinner  
**Cc:** Beh, Patricia; Chief Risk Officer  
**Subject:** Privileged and Confidential: New Action items for IAP and to be actions

Meghan [redacted] s. 29(1) (a)

The decisions have been made and can be operationalized

- 1) Moving to WIFI for residence in a similar system as the other residences [redacted] s. 29(1) (a)
- 2) Assets brought back will be imaged for memorial, and Memorial services

[redacted] s. 29(1) (a) s. 29(1) (a)

[redacted]

Items to action are:

- 1) Communicating with MI and staff/Faculty how losing RDP will impact their services, and what are the work arounds (Comms, Dave, Laurie), Develop of a plan
- 2) Communication of the triage of Grenfell Assets, and how to work arounds/business continuity with faculty not having access. Message: protect information, change passwords, triaged to see risk level, anti virus, connect with ITS help desk and resources (P.Newhook) on site.
- 3) Finance Activity Code established: Communicate and push this out. [redacted] s. 29(1) (a)
- 4) Communication and change management of changing email, website, and other services. (Peter, Comms,Ops,Holly)

[redacted] s. 29(1) (a)

Thanks  
Greg

Greg McDougall  
Office of the Chief Risk Officer  
Memorial University of Newfoundland  
FM 1020, 14 Phelan Road  
St. John's, Newfoundland | A1C 5S7  
Cell: [redacted] s. 40(1)  
Email: [gmcDougall@mun.ca](mailto:gmcDougall@mun.ca)

*We acknowledge that the lands on which Memorial University's campuses are situated in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

**Butler, Kaitlin Sophia**

**From:** Fillier-Skinner, Penny  
**Sent:** Wednesday, January 3, 2024 2:18 PM  
**To:** Randell, Alison  
**Subject:** FW: Privileged and Confidential - Prepared at the request of Counsel -- [REDACTED]  
[REDACTED] s. 29(1) (a) s. 31(1)(l)

FYI

**From:** Jeffery, Leanne <ljeffery@mun.ca>  
**Sent:** Wednesday, January 3, 2024 2:09 PM  
**To:** Fillier-Skinner, Penny <penny@mun.ca>; Greene, Keith <kgreene@mun.ca>; Martin, John <jjmartin@mun.ca>; Flynn, Declan <declanf@mun.ca>  
**Subject:** RE: Privileged and Confidential - Prepared at the request of Counsel -- [REDACTED] s. 29(1) (a) s. 31(1)(l)

[REDACTED] s. 29(1) (a) s. 31(1)(l)

**From:** Fillier-Skinner, Penny <penny@mun.ca>  
**Sent:** Wednesday, January 3, 2024 2:06 PM  
**To:** Greene, Keith <kgreene@mun.ca>; Martin, John <jjmartin@mun.ca>; Flynn, Declan <declanf@mun.ca>; Jeffery, Leanne <ljeffery@mun.ca>  
**Subject:** Privileged and Confidential - Prepared at the request of Counsel -- [REDACTED] s. 29(1) (a)

[REDACTED] s. 29(1) (a) s. 31(1)(l) s. 31(1)(l)

[REDACTED] s. 29(1) (a) s. 31(1)(l)

Penny Fillier-Skinner  
Associate Director Enterprise Application Services  
Memorial University of Newfoundland  
Phone: 709-864-3768  
Cell: [REDACTED] s. 40(1)  
e-mail: penny@mun.ca

**Butler, Kaitlin Sophia**

---

**From:** McDougall, Greg  
**Sent:** Wednesday, January 3, 2024 4:21 PM  
**To:** Randell, Alison  
**Subject:** FW: 4 pm meeting

**Importance:** High

Greg McDougall  
 Office of the Chief Risk Officer  
 Memorial University of Newfoundland  
 FM 1020, 14 Phelan Road  
 St. John's, Newfoundland | A1C 5S7  
 Cell: [REDACTED] s. 40(1)  
 Email: [gmcDougall@mun.ca](mailto:gmcDougall@mun.ca)

*We acknowledge that the lands on which Memorial University's campuses are situated in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

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**From:** "McDougall, Greg" <[gmcDougall@mun.ca](mailto:gmcDougall@mun.ca)>  
**Date:** Wednesday, January 3, 2024 at 4:08 PM  
**To:** "Tobin, Holly" <[htobin@mun.ca](mailto:htobin@mun.ca)>, "Janes, David Charles" <[dcjanes@mun.ca](mailto:dcjanes@mun.ca)>, "Ricketts, Samantha" <[sricketts@mun.ca](mailto:sricketts@mun.ca)>  
**Subject:** FW: 4 pm meeting

Greg McDougall  
 Office of the Chief Risk Officer  
 Memorial University of Newfoundland  
 FM 1020, 14 Phelan Road  
 St. John's, Newfoundland | A1C 5S7  
 Cell: [REDACTED] s. 40(1)  
 Email: [gmcDougall@mun.ca](mailto:gmcDougall@mun.ca)

*We acknowledge that the lands on which Memorial University's campuses are situated in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

**From:** "Beh, Patricia" <patricia.beh@mun.ca>  
**Date:** Wednesday, January 3, 2024 at 1:52 PM  
**To:** "Browne, Lisa" <lisa.browne@mun.ca>, "'paul.brett@mi.mun.ca'" <paul.brett@mi.mun.ca>, "Andersen, Catharyn" <s62cda@mun.ca>, [REDACTED] "Allen, Tana" <tallen@mun.ca>, "Lokash,Jennifer" <jlokash@mun.ca>  
**Cc:** "McDougall, Greg" <gmcdougall@mun.ca>  
**Subject:** 4 pm meeting

s. 40(1)

Privileged and Confidential – Prepared at the Request of Counsel

Good afternoon VPs, s. 31(1)(l)

The 4 pm meeting with [REDACTED] this afternoon is operational in nature and will involve similar updates as the last meeting with this service provider.

Thanks,

Trish

Patricia Beh  
Senior Advisor to the President  
Government Relations and Strategic Initiatives  
President's Office, Room A-2021  
Arts and Administration Building | 230 Elizabeth Avenue  
Memorial University | St. John's | Newfoundland and Labrador | A1C 5S7  
t: 709.864.6145 | f: 709.864.2059 | email: [patricia.beh@mun.ca](mailto:patricia.beh@mun.ca)



*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

**Butler, Kaitlin Sophia**

**From:** Fillier-Skinner, Penny  
**Sent:** Wednesday, January 3, 2024 4:55 PM  
**To:** Randell, Alison  
**Subject:** Fwd: FTP

FYI

Begin forwarded message:

**From:** "Curtis, Michelle" <michellec@mun.ca>  
**Date:** January 3, 2024 at 10:31:47 AM NST  
**To:** "Fillier-Skinner, Penny" <penny@mun.ca>  
**Cc:** "Whelan, Harold" <hwhelan@mun.ca>  
**Subject:** FW: FTP

Here is a copy of what they are seeing.

Thanks,  
Michelle

**From:** Peddle, John W <JohnWPeddle@gov.nl.ca>  
**Sent:** Wednesday, January 3, 2024 10:30 AM  
**To:** Curtis, Michelle <michellec@mun.ca>  
**Subject:** RE: FTP

s. 29(1) (a)

[Redacted]

s. 31(1)(l)

[Redacted]



**John Peddle**  
Senior Systems Analyst, Design and Delivery, Office of the Chief Information Officer  
Government of Newfoundland and Labrador  
[www.gov.nl.ca](http://www.gov.nl.ca) | [johnwpeddle@gov.nl.ca](mailto:johnwpeddle@gov.nl.ca) | 709-729-0381  
P.O. Box 8700, 40 Higgins Line, St. John's NL A1B 4J6

**From:** Curtis, Michelle <michellec@mun.ca>  
**Sent:** Wednesday, January 3, 2024 10:25 AM  
**To:** Peddle, John W <JohnWPeddle@gov.nl.ca>  
**Subject:** RE: FTP

s. 29(1) (a) s. 31(1)(l)

Thanks,  
Michelle

**From:** Peddle, John W <JohnWPeddle@gov.nl.ca>  
**Sent:** Wednesday, January 3, 2024 10:12 AM  
**To:** Curtis, Michelle <michellec@mun.ca>  
**Subject:** RE: FTP

s. 29(1) (a)

s. 31(1)(l)



**John Peddle**

Senior Systems Analyst, Design and Delivery, Office of the Chief Information Officer

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[www.gov.nl.ca](http://www.gov.nl.ca) | [johnwpeddle@gov.nl.ca](mailto:johnwpeddle@gov.nl.ca) | 709-729-0381

P.O. Box 8700, 40 Higgins Line, St. John's NL A1B 4J6

**From:** Curtis, Michelle <michellec@mun.ca>  
**Sent:** Wednesday, January 3, 2024 9:58 AM  
**To:** Peddle, John W <JohnWPeddle@gov.nl.ca>  
**Subject:** RE: FTP

**CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Hi John,

s. 29(1) (a)

Thanks,  
Michelle

**From:** Peddle, John W <JohnWPeddle@gov.nl.ca>  
**Sent:** Tuesday, January 2, 2024 8:48 AM

To: Curtis, Michelle <michellec@mun.ca>

Subject: FTP

s. 40(1)

Good morning Michelle,

s. 29(1) (a)

about these jobs please just let me know.

If you need more information



**John Peddle**

Senior Systems Analyst, Design and Delivery, Office of the Chief Information Officer

Government of Newfoundland and Labrador

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P.O. Box 8700, 40 Higgins Line, St. John's NL A1B 4J6

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**Butler, Kaitlin Sophia**

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**From:** Whelan, Meaghan  
**Sent:** Wednesday, January 3, 2024 4:57 PM  
**To:** Randell, Alison; McDougall, Greg; Tobin, Holly; Peter Ride; laura edwards; Lake, Chris  
**Subject:** Brightspace or Teams - collaboration tool [privileged and confidential at request of counsel]

Hi folks,

There has been some confusion around Brightspace for academic units. In conversation with Laura, she identified the need for a **collaboration tool to replace Teams** that will allow academic units to communicate with each other (i.e., share materials for Faculty Councils, approve minutes, etc.)

This is separate and distinct from the types of content that will be shared on [www.mun.ca/updates](http://www.mun.ca/updates), and it is not really something in the purview of my role as public information officer (but I am here to help in any way I can).

I understand there have been issues with Teams for our Grenfell colleagues, even using their @mun.ca credentials. Is anyone looking at the Teams issue and if that's not possible, is Brightspace an alternative?

Thanks so much and I apologise for any confusion I contributed to about Brightspace vs. website!

Meaghan

.....

MEAGHAN WHELAN she/her  
ASSOCIATE DIRECTOR, COMMUNICATIONS  
Marketing and Communications  
Memorial University of Newfoundland  
St. John's, NL, Canada A1C 5S7

M [REDACTED] s. 40(1)

*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of this province.*

**Butler, Kaitlin Sophia**

**From:** Fillier-Skinner, Penny  
**Sent:** Wednesday, January 3, 2024 5:20 PM  
**To:** Randell, Alison  
**Subject:** Fwd: Western Regional School of Nursing Questions

Sent from my iPhone

Begin forwarded message:

**From:** Peggy Colbourne [REDACTED] s. 40(1)  
**Date:** January 3, 2024 at 4:43:22 PM NST  
**To:** "Fillier-Skinner, Penny" <penny@mun.ca>  
**Subject:** RE: Western Regional School of Nursing Questions

Hi Penny

My apologies on the delay. Attached you will find a phone and email list for our faculty and staff. There are a few minor changes/deletions/additions notes as follows:

1. Jennifer Broadbent is an employee of Grenfell as discussed
2. Shelley House (secretary/ admin support) is not on the list, her email is [s.house@grenfell.mun.ca](mailto:s.house@grenfell.mun.ca)
3. Krista Langer is [REDACTED] s. 40(1)
4. Brandon O'Keefe is an employee of Grenfell as discussed
5. [REDACTED] s. 40(1)
6. Christina Park (nursing instructor) is now working with us, her email is [c.park@grenfell.mun.ca](mailto:c.park@grenfell.mun.ca)
7. Laura Roberts (nurse educator) [REDACTED] and is not on the list, her email is [lroberts@grenfell.mun.ca](mailto:lroberts@grenfell.mun.ca) s. 40(1)

I hope this helps. Please reach out if you have any other questions.

Thanks,  
Peggy

---

**From:** Fillier-Skinner, Penny  
**Sent:** January 3, 2024 1:58 PM  
**To:** Peggy Colbourne  
**Subject:** RE: Western Regional School of Nursing Questions

Here's my contact info. Cell or office number will work. I have the meeting to discuss at 3:00 so if you want to chat before then that would be great.

Penny Fillier-Skinner  
Associate Director Enterprise Application Services  
Memorial University of Newfoundland  
Phone: 709-864-3768  
Cell: [REDACTED] s. 40(1)  
e-mail: penny@mun.ca

---

**From:** Peggy Colbourne [REDACTED] s. 40(1)  
**Sent:** Monday, January 1, 2024 1:31 PM  
**To:** Fillier-Skinner, Penny <penny@mun.ca>  
**Subject:** Re: Western Regional School of Nursing Questions

Perfect! 😊

---

**From:** Fillier-Skinner, Penny <penny@mun.ca>  
**Sent:** January 1, 2024 1:30 PM  
**To:** Peggy Colbourne [REDACTED] s. 40(1)  
**Subject:** RE: Western Regional School of Nursing Questions

Thanks Peggy!

That was exactly the information I was looking for.

Thanks  
Penny

---

**From:** Peggy Colbourne [REDACTED] s. 40(1)  
**Sent:** Monday, January 1, 2024 1:26 PM  
**To:** Fillier-Skinner, Penny <penny@mun.ca>  
**Subject:** Re: Western Regional School of Nursing Questions s. 29(1) (a) s. 31(1)(l)

[REDACTED]

---

**From:** Fillier-Skinner, Penny <penny@mun.ca>  
**Sent:** January 1, 2024 11:49 AM  
**To:** Peggy Colbourne [REDACTED] s. 40(1)  
**Subject:** RE: Western Regional School of Nursing Questions s. 29(1) (a) s. 31(1)(l)

Thanks Peggy! I appreciate the details [REDACTED]

[REDACTED] s. 29(1) (a)

Thanks  
Penny s. 31(1)(l)

---

**From:** Peggy Colbourne [REDACTED] s. 40(1)  
**Sent:** Monday, January 1, 2024 11:46 AM

2 NOTE TO APPLICANT: The remainder of this email is located previously in the records.

IAP Office

**WESTERN REGIONAL SCHOOL OF NURSING FACULTY AND STAFF DIRECTORY**

<u>Name and Job Title</u>	<u>Phone#</u>	<u>Room#</u>	<u>e-mail</u>
Borden, Marilyn ~ Secretary.....	784-5382..	99 .....	<a href="mailto:mborden@grenfell.mun.ca">mborden@grenfell.mun.ca</a>
Broadbent, Jennifer~ Counsellor.....	784-4007..	308 .....	<a href="mailto:jbroadbent@grenfell.mun.ca">jbroadbent@grenfell.mun.ca</a>
Burbury, Glenda ~ Secretary .....	784-5491..	102 .....	<a href="mailto:gburbury@grenfell.mun.ca">gburbury@grenfell.mun.ca</a>
Colbourne, Peggy ~ Director.....	784-5687..	102 .....	<a href="mailto:pcolbourne@grenfell.mun.ca">pcolbourne@grenfell.mun.ca</a>
Cave, Nicole ~ Nurse Educator .....	784-6071..	330 .....	<a href="mailto:ncave@grenfell.mun.ca">ncave@grenfell.mun.ca</a>
Clothier, Kelsey ~ Nurse Educator .....	784-6554..	314 .....	<a href="mailto:kclothier@grenfell.mun.ca">kclothier@grenfell.mun.ca</a>
Hancock, Peggy ~ Nurse Educator .....	784-6704..	313 .....	<a href="mailto:phancock@grenfell.mun.ca">phancock@grenfell.mun.ca</a>
.....	784-6505..	310 .....	<a href="mailto:@grenfell.mun.ca">@grenfell.mun.ca</a>
Lamswood, Jennifer ~ Associate Director.....	784-5320..	96 .....	<a href="mailto:jlamswood@grenfell.mun.ca">jlamswood@grenfell.mun.ca</a>
Langer, Krista ~ Secretary .....	784-5531..	316 .....	<a href="mailto:klanger@grenfell.mun.ca">klanger@grenfell.mun.ca</a>
Lewis, Nicole ~ Nursing Educator .....	784-5585..	317 .....	<a href="mailto:nlewis@grenfell.mun.ca">nlewis@grenfell.mun.ca</a>
MacIsaac, Hilliary ~ Nurse Instructor .....	784-6503..	319 .....	<a href="mailto:hilliarym@grenfell.mun.ca">hilliarym@grenfell.mun.ca</a>
McCarthy, Lawrence~ Nursing Educator.....	784-5273..	333 .....	<a href="mailto:lmccarthy@grenfell.mun.ca">lmccarthy@grenfell.mun.ca</a>
Murria, Nikita ~ Nurse Educator.....	784-6646..	305 .....	<a href="mailto:nmurrin@grenfell.mun.ca">nmurrin@grenfell.mun.ca</a>
Matford, Sarah ~ Nurse Educator.....	784-5575..	306 .....	<a href="mailto:sarahmatford@grenfell.mun.ca">sarahmatford@grenfell.mun.ca</a>
Neilson, Jennifer ~ Nurse Instructor .....	784-5341..	324 .....	<a href="mailto:jnelson@grenfell.mun.ca">jnelson@grenfell.mun.ca</a>
Newton, Rebecca ~ Nurse Educator.....	784-5571..	329 .....	<a href="mailto:rnewton@grenfell.mun.ca">rnewton@grenfell.mun.ca</a>
O'Keefe, Brandon ~ PC Consultant... Cell #486-1888...(Only Use during work hours)	784-6644..	335 .....	<a href="mailto:brandonok@grenfell.mun.ca">brandonok@grenfell.mun.ca</a>
Pennell, Shelby ~ Nurse Instructor.....	784-5377..	315 .....	<a href="mailto:spennell@grenfell.mun.ca">spennell@grenfell.mun.ca</a>
Pittman, Dawn ~ Nurse Educator.....	784-5573..	323 .....	<a href="mailto:dpittman@grenfell.mun.ca">dpittman@grenfell.mun.ca</a>
Pye, Ulrica ~ Nurse Educator.....	784-5294..	332 .....	<a href="mailto:upye@grenfell.mun.ca">upye@grenfell.mun.ca</a>
Randell, Gina ~ Nurse Educator.....	784-5587..	334 .....	<a href="mailto:ginarandell@grenfell.mun.ca">ginarandell@grenfell.mun.ca</a>
Randell, Sarah ~ Secretary.....	784-5490	99 .....	<a href="mailto:srandell@grenfell.mun.ca">srandell@grenfell.mun.ca</a>
.....	784-6142..	318 .....	<a href="mailto:@grenfell.mun.ca">@grenfell.mun.ca</a>
Savard, Kerriann ~ Nurse Instructor.....	784-5586..	320 .....	<a href="mailto:ksavard@grenfell.mun.ca">ksavard@grenfell.mun.ca</a>
Sheppard, Travis ~ Nurse Educator.....	784-6145..	311 .....	<a href="mailto:tsheppard@grenfell.mun.ca">tsheppard@grenfell.mun.ca</a>
Snow, Jesse~ Nurse Instructor .....	784-5589..	327 .....	<a href="mailto:jessesnow@grenfell.mun.ca">jessesnow@grenfell.mun.ca</a>
Strickland, Judith~ Instructional Assistant.....	784-6070..	307 .....	<a href="mailto:wptl@grenfell.mun.ca">wptl@grenfell.mun.ca</a>
Stride, Jennifer ~ Nurse Instructor .....	784-5590..	321 .....	<a href="mailto:jstride@grenfell.mun.ca">jstride@grenfell.mun.ca</a>
Sutton, Ashley ~ Nurse Educator.....	784-5588..	328 .....	<a href="mailto:asutton@grenfell.mun.ca">asutton@grenfell.mun.ca</a>
Vaters, Candace ~ Nurse Instructor .....	784-5293..	331 .....	<a href="mailto:cvaters@grenfell.mun.ca">cvaters@grenfell.mun.ca</a>
Wadhwa, Anne ~ Nurse Educator .....	784-6705..	312 .....	<a href="mailto:awadhwa@grenfell.mun.ca">awadhwa@grenfell.mun.ca</a>
Whyatt, Brenda~ Nur. Educ/Clinical Placements	784-5383..	97 .....	<a href="mailto:bwhyatt@grenfell.mun.ca">bwhyatt@grenfell.mun.ca</a>

**Butler, Kaitlin Sophia**

---

**From:** Whelan, Meaghan  
**Sent:** Wednesday, January 3, 2024 5:23 PM s. 40(1)  
**To:** Peter Ride; laura edwards; Osmond, Michelle; [REDACTED]  
**Cc:** Lake, Chris; Randell, Alison; McDougall, Greg  
**Subject:** Password protected site now up (privileged and confidential on advice of counsel)

Hi folks,

The site now has the password protected section available. It's open to anyone with a mun.ca log in.

<https://www.mun.ca/updates/>

We've tested on phone and desktop and it works.

Early tomorrow we will get this updated with the FAQs that have been approved and we will continue to work through emerging needs.

[REDACTED] s. 29(1) (a)

Meaghan

MEAGHAN WHELAN she/her  
ASSOCIATE DIRECTOR, COMMUNICATIONS  
Marketing and Communications  
Memorial University of Newfoundland  
St. John's, NL, Canada A1C 5S7  
M [REDACTED] s. 40(1)

*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of this province.*

**Butler, Kaitlin Sophia**

**From:** Randell, Alison  
**Sent:** Wednesday, January 3, 2024 6:20 PM  
**To:** Whelan, Meaghan; McDougall, Greg; Tobin, Holly; Peter Ride; laura edwards; Lake, Chris  
**Subject:** RE: Brightspace or Teams - collaboration tool [privileged and confidential at request of counsel]

Hi Meaghan,

s. 29(1) (a) s. 31(1)(l)



Please let me know if that addresses the issue and would eliminate the need for Brightspace as a collaboration tool for academic units.

Thanks,

Alison

**ALISON RANDELL | Interim Chief Information Officer**

Office of the Chief Information Officer  
Memorial University of Newfoundland  
Spencer Hall - SP4015  
220 Prince Philip Drive, St. John's, NL, A1C 5S7  
T 709.864.2063  
[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

---

**From:** Whelan, Meaghan <mcwhelan@mun.ca>  
**Sent:** Wednesday, January 3, 2024 4:57 PM  
**To:** Randell, Alison <alrandell@mun.ca>; McDougall, Greg <gmcdougall@mun.ca>; Tobin, Holly <htobin@mun.ca>; Peter Ride [redacted]; laura edwards [redacted]; Lake, Chris <c.lake@mun.ca>  
**Subject:** Brightspace or Teams - collaboration tool [privileged and confidential at request of counsel]

s. 40(1)

Hi folks,

There has been some confusion around Brightspace for academic units. In conversation with Laura, she identified the need for a **collaboration tool to replace Teams** that will allow academic units to communicate with each other (i.e., share materials for Faculty Councils, approve minutes, etc.)

This is separate and distinct from the types of content that will be shared on [www.mun.ca/updates](http://www.mun.ca/updates), and it is not really something in the purview of my role as public information officer (but I am here to help in any way I can).

I understand there have been issues with Teams for our Grenfell colleagues, even using their @mun.ca credentials. Is anyone looking at the Teams issue and if that's not possible, is Brightspace an alternative?

1 NOTE TO APPLICANT: The remainder of this email is located previously in the records.

IAP Office

**Butler, Kaitlin Sophia**

**From:** Randell, Alison  
**Sent:** Wednesday, January 3, 2024 5:48 PM  
**To:** Whelan, Meaghan; Lake, Chris  
**Cc:** Tobin, Holly  
**Subject:** RE: [REDACTED] (privileged and confidential at request of counsel)

s. 29(1) (a)

Hi Meaghan,

s. 29(1) (a)

[REDACTED]

Thanks,

Alison

**ALISON RANDELL | Interim Chief Information Officer**  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
Spencer Hall - SP4015  
220 Prince Philip Drive, St. John's, NL, A1C 5S7  
T 709.864.2063  
[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

---

**From:** Whelan, Meaghan <mcwhelan@mun.ca>  
**Sent:** Wednesday, January 3, 2024 5:30 PM  
**To:** Lake, Chris <c.lake@mun.ca>; Randell, Alison <alrandell@mun.ca>  
**Cc:** Tobin, Holly <htobin@mun.ca>  
**Subject:** [REDACTED] (privileged and confidential at request of counsel)

Hi Alison and Chris

s. 29(1) (a)

s. 29(1) (a)

We've heard some concerns about paying tuition in light of this situation. [REDACTED]

[REDACTED] s. 29(1) (a)

[REDACTED]

[REDACTED] s. 29(1) (a)

Thanks,  
Meaghan

.....

MEAGHAN WHELAN she/her  
ASSOCIATE DIRECTOR, COMMUNICATIONS  
Marketing and Communications  
Memorial University of Newfoundland  
St. John's, NL, Canada A1C 5S7

M [REDACTED] s. 40(1)

*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the histories and cultures of the Beothuk, Mi'kmaq, Innu and Inuit of this province.*

**Butler, Kaitlin Sophia**

---

**From:** Lake, Chris  
**Sent:** Wednesday, January 3, 2024 6:45 PM  
**To:** Barrington, Gerard; Farrell, Todd; Randell, Alison; Fillier-Skinner, Penny  
**Subject:** Fwd: MUN.ca email accounts for Grenfell units

Hi Gerard

Peter identified the following e-mail accounts that they need. I did ask Peter to send me who is associated with each account. Peter is leading from the business/ academic side.

[Redacted] s. 29(1) (a)

Thanks, Chris

---

Chris Lake  
Director, Information Management & Protection  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
St. John's | Newfoundland and Labrador | A1C 5S7  
709.864.4894  
c.lake@mun.ca

---

**From:** Peter Ride [Redacted] s. 40(1)  
**Sent:** Wednesday, January 3, 2024 6:12 PM  
**To:** Lake, Chris <c.lake@mun.ca>  
**Cc:** Tobin, Holly <htobin@mun.ca>  
**Subject:** MUN.ca email accounts for Grenfell units

Chris - can we have the following email accounts set up, please?  
thanks, Peter

(cc Holly)

>>>

[grenfell-studentservices@mun.ca](mailto:grenfell-studentservices@mun.ca)

[grenfell-registrarsoffice@mun.ca](mailto:grenfell-registrarsoffice@mun.ca)

[grenfell-aces@mun.ca](mailto:grenfell-aces@mun.ca)

[grenfell-study@mun.ca](mailto:grenfell-study@mun.ca)

[librarygrenfell@mun.ca](mailto:librarygrenfell@mun.ca)

[Marcomm-grenfell@mun.ca](mailto:Marcomm-grenfell@mun.ca)

[SOFA-grenfell@mun.ca](mailto:SOFA-grenfell@mun.ca)

SASS-grenfell@mun.ca

SSE-grenfell@mun.ca

WRSON@mun.ca

\*\*\*\*\*

Dr Peter Ride (personal email account)

He/him

*"The one duty we owe to history is to rewrite it."* Oscar Wilde

**Butler, Kaitlin Sophia**

---

**From:** Fillier-Skinner, Penny  
**Sent:** Wednesday, January 3, 2024 7:21 PM  
**To:** Collis, Deborah  
**Cc:** Randell, Alison  
**Subject:** Privileged and Confidential - Prepared at the request of Counsel - PinPads for Grenfell

Hi Debbie,

In the meeting with Grenfell today they mentioned that they are getting PinPads that will work over wifi. They did say that one of these will go in the Bursar's Office for student payments.

Did they discuss with you how this will work for tuition and fees payment processing in Banner?  
[Redacted]

s. 29(1) (a)

Thanks  
Penny

*Penny Fillier-Skinner*  
Associate Director Enterprise Application Services  
Memorial University of Newfoundland  
Phone: 709-864-3768  
Cell: [Redacted] s. 40(1)  
e-mail: [penny@mun.ca](mailto:penny@mun.ca)

**Butler, Kaitlin Sophia**

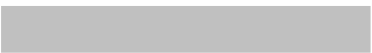
---

**From:** Randell, Alison  
**Sent:** Wednesday, January 3, 2024 7:44 PM  
**To:** Seaward, Katie  
**Cc:** Lake, Chris  
**Subject:** Meeting request

Hi Katie,

Newton is looking to meet with Chris and I tomorrow to discuss the desktop setups. Can you please help arrange that...the earlier the better.

His email is



s. 40(1)

Thanks  
Alison

Get [Outlook for iOS](#)

**Butler, Kaitlin Sophia**

**From:** Laurie Skinner <Laurie.Skinner@mi.mun.ca>  
**Sent:** Wednesday, January 3, 2024 8:12 PM  
**To:** Randell, Alison  
**Subject:** [EXTERNAL SENDER] Privileged and Confidential- Prepared at the Request of Legal Counsel

Alison,

s. 29(1) (a) s. 31(1)(l)

This is the high level message that was drafted. [Redacted]

Appreciate your thoughts before we move this along further approval channels. We can include the appropriate helpdesk addresses for the respective groups.

Thanks

Laurie

**Remote Desktop Access Disabled**

Employees on Memorial University's St. John's and Marine Institute campuses should be aware that Remote Desktop Protocol (RDP) access has been disabled. Employees who used RDP to remotely connect to their desktop computers on campus, and still require a remote connection, are asked to contact their IT Services department for assistance.

**FISHERIES AND MARINE INSTITUTE**  
OF MEMORIAL UNIVERSITY

P.O Box 4920  
St. John's, NL Canada  
A1C 5R3

ISO 9001 Registered  
[www.mi.mun.ca](http://www.mi.mun.ca)

**Laurie Skinner, FCPA, FCA, ICD.D**  
Associate Vice President, Administration and Finance

[laurie.skinner@mi.mun.ca](mailto:laurie.skinner@mi.mun.ca)  
709 778 0437

This email is governed by the Terms and Conditions found in our [Disclaimer](#).

**Butler, Kaitlin Sophia**

---

**From:** Fillier-Skinner, Penny  
**Sent:** Thursday, January 4, 2024 8:49 AM  
**To:** Randell, Alison  
**Subject:** FW: Privileged and Confidential - Prepared at the request of Counsel - Employee Email List @mun.ca emails

Good morning!

We have this report ready for Jennifer Watton at Grenfell. It is currently sitting in a Sharebase folder that only Fabian and I can access. How would you like me to share this with Jennifer and do I have approval to do so?

Thanks  
Penny

---

**From:** Wooley, Emily <ebenson@mun.ca>  
**Sent:** Wednesday, January 3, 2024 3:39 PM  
**To:** Fillier-Skinner, Penny <penny@mun.ca>; McDonald, Fabian <fabianm@mun.ca>  
**Subject:** RE: Privileged and Confidential - Prepared at the request of Counsel - Employee Email List @mun.ca emails

Hi,

Yes, this has HR approval. I assume this will go to Jennifer's @mun.ca address.

Emily

---

**From:** Fillier-Skinner, Penny <penny@mun.ca>  
**Sent:** Wednesday, January 3, 2024 3:33 PM  
**To:** Wooley, Emily <ebenson@mun.ca>; McDonald, Fabian <fabianm@mun.ca>  
**Subject:** Privileged and Confidential - Prepared at the request of Counsel - Employee Email List @mun.ca emails

Hi Emily and Fabian,

We have a request from Grenfell to provide an extract similar to what we provided Holly yesterday. They would like a report of employees with their emails (including student employees) so that they can use that as a communication tool to extract and provide email addresses/contacts as necessary. They would need the same report as we sent Holly with the department added (if possible). Fabian they only need @mun.ca emails not the personal so we can remove the personal email column.

Emily this report will be used to communicate @mun.ca emails to faculty and staff at Grenfell as they don't know how to reach the people via the @mun emails. Jennifer will extract and distribute the information as needed.

Emily do we have HR approval to create this report and send to Jennifer Watton?

Thanks  
Penny

*Penny Fillier-Skinner  
Associate Director Enterprise Application Services*

Memorial University of Newfoundland  
Phone: 709-864-3768  
Cell: [REDACTED] s. 40(1)  
e-mail: [penny@mun.ca](mailto:penny@mun.ca)

**Butler, Kaitlin Sophia**

**From:** Barrington, Gerard  
**Sent:** Wednesday, January 3, 2024 9:14 PM  
**To:** Lake, Chris; Randell, Alison; Farrell, Todd; Fillier-Skinner, Penny  
**Subject:** Re: MUN.ca email accounts for Grenfell units

Perhaps we can discuss in our touch point in am..?

Get [Outlook for iOS](#)

---

**From:** Lake, Chris <c.lake@mun.ca>  
**Sent:** Wednesday, January 3, 2024 6:54:41 PM  
**To:** Randell, Alison <alrandell@mun.ca>; Barrington, Gerard <gbarrington@mun.ca>; Farrell, Todd <toddf@mun.ca>; Fillier-Skinner, Penny <penny@mun.ca>  
**Subject:** Re: MUN.ca email accounts for Grenfell units

s. 29(1) (a)

Thanks, Chris

---

Chris Lake  
Director, Information Management & Protection  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
St. John's | Newfoundland and Labrador | A1C 5S7  
709.864.4894  
c.lake@mun.ca

---

**From:** Randell, Alison <alrandell@mun.ca>  
**Sent:** Wednesday, January 3, 2024 6:52:49 PM  
**To:** Lake, Chris <c.lake@mun.ca>; Barrington, Gerard <gbarrington@mun.ca>; Farrell, Todd <toddf@mun.ca>; Fillier-Skinner, Penny <penny@mun.ca>  
**Subject:** Re: MUN.ca email accounts for Grenfell units

s. 29(1) (a)

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---

**From:** Lake, Chris <c.lake@mun.ca>  
**Sent:** Wednesday, January 3, 2024 6:45:00 PM  
**To:** Barrington, Gerard <gbarrington@mun.ca>; Farrell, Todd <toddf@mun.ca>; Randell, Alison <alrandell@mun.ca>; Fillier-Skinner, Penny <penny@mun.ca>  
**Subject:** Fwd: MUN.ca email accounts for Grenfell units

Hi Gerard

Peter identified the following e-mail accounts that they need. I did ask Peter to send me who is associated with each account. Peter is leading from the business/ academic side.

s. 29(1) (a)

NOTE TO APPLICANT: The remainder of this email is located previously in the records.

1  
IAP Office

**Butler, Kaitlin Sophia**

---

**From:** Fillier-Skinner, Penny  
**Sent:** Thursday, January 4, 2024 10:14 AM  
**To:** Randell, Alison  
**Subject:** RE: Privileged and Confidential - Prepared at the request of Counsel - Employee Email List @mun.ca emails

Closing the loop – I see this in LDAP -- [d53jlh@exchange.ucs.mun.ca](mailto:d53jlh@exchange.ucs.mun.ca)

Waiting for them to confirm she has a MUN asset up and running.

Thanks  
Penny

---

**From:** Randell, Alison <[alrandell@mun.ca](mailto:alrandell@mun.ca)>  
**Sent:** Thursday, January 4, 2024 10:08 AM  
**To:** Fillier-Skinner, Penny <[penny@mun.ca](mailto:penny@mun.ca)>  
**Subject:** Re: Privileged and Confidential - Prepared at the request of Counsel - Employee Email List @mun.ca emails

That's great - does Jennifer have a mun email already established?

Thanks  
Alison

Get [Outlook for iOS](#)

---

**From:** Fillier-Skinner, Penny <[penny@mun.ca](mailto:penny@mun.ca)>  
**Sent:** Thursday, January 4, 2024 8:48:51 AM  
**To:** Randell, Alison <[alrandell@mun.ca](mailto:alrandell@mun.ca)>  
**Subject:** FW: Privileged and Confidential - Prepared at the request of Counsel - Employee Email List @mun.ca emails

Good morning!

We have this report ready for Jennifer Watton at Grenfell. It is currently sitting in a Sharebase folder that only Fabian and I can access. How would you like me to share this with Jennifer and do I have approval to do so?

Thanks  
Penny

---

**From:** Wooley, Emily <[ebenson@mun.ca](mailto:ebenson@mun.ca)>  
**Sent:** Wednesday, January 3, 2024 3:39 PM  
**To:** Fillier-Skinner, Penny <[penny@mun.ca](mailto:penny@mun.ca)>; McDonald, Fabian <[fabianm@mun.ca](mailto:fabianm@mun.ca)>  
**Subject:** RE: Privileged and Confidential - Prepared at the request of Counsel - Employee Email List @mun.ca emails

Hi,

Yes, this has HR approval. I assume this will go to Jennifer's @mun.ca address.

Emily

NOTE TO APPLICANT: The remainder of this email thread is located previously in the records.

1

IAP Office

**Butler, Kaitlin Sophia**

**From:** Randell, Alison  
**Sent:** Thursday, January 4, 2024 1:01 PM  
**To:** Seaward, Katie  
**Subject:** Fwd: Link for 1:30

[Get Outlook for iOS](#)

**From:** Lokash, Jennifer <jlokash@mun.ca>  
**Sent:** Thursday, January 4, 2024 12:27:06 PM  
**To:** Randell, Alison <alrandell@mun.ca>  
**Cc:** Browne, Lisa <lisa.browne@mun.ca>  
**Subject:** Link for 1:30

Hi Alison,

s. 29(1) (a)

We are getting a group together at 1:30 [REDACTED]  
Me, Ian, Geoff W, Greg, Lisa, Trish, and hopefully you.  
Thank you for all that you are doing!

JL

-- Do not delete or change any of the following text. --

**When it's time, join your Webex meeting here.**

[Join meeting](#)

**More ways to join:**

**Join from the meeting link**

<https://mun.webex.com/mun> [REDACTED]

s. 31(1)(l)

**Join by meeting number**

Meeting number (access code): [REDACTED]

Meeting password: [REDACTED] s. 31(1)(l)

**Tap to join from a mobile device (attendees only)**

+1-709-722-5626 [REDACTED] Canada Toll (St.Johns)  
+1-416-915-6530 [REDACTED] Canada Toll

s. 31(1)(l)

**Join by phone**

+1-709-722-5626 Canada Toll (St.Johns)

+1-416-915-6530 Canada Toll

Global call-in numbers

**Join from a video system or application**

Dial [redacted]@mun.webex.com

You can also dial [redacted] and enter your meeting number.

s. 31(1)(l)

If you are a host, click here to view host information.

Need help? Go to <https://help.webex.com>

Dr. Jennifer Lokash

Provost, Vice-President (Academic) and Pro Vice-Chancellor, *pro tempore*

Public Orator

Memorial University of Newfoundland and Labrador

WebEx room: [https://mun.webex.com/meet \[redacted\]](https://mun.webex.com/meet/[redacted]) s. 31(1)(l)

*I acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups; I thus acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

Dr. Jennifer Lokash

Provost, Vice-President (Academic) and Pro Vice-Chancellor, *pro tempore*

Public Orator

Memorial University of Newfoundland and Labrador

WebEx room: [https://mun.webex.com/meet \[redacted\]](https://mun.webex.com/meet/[redacted]) s. 31(1)(l)

*I acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups; I thus acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

**Butler, Kaitlin Sophia**

**From:** Randell, Alison  
**Sent:** Thursday, January 4, 2024 12:33 PM  
**To:** Lokash, Jennifer  
**Cc:** Browne, Lisa  
**Subject:** Re: Link for 1:30

Yes, no problem. See you at 1:30pm.

Get [Outlook for iOS](#)

---

**From:** Lokash, Jennifer <jlokash@mun.ca>  
**Sent:** Thursday, January 4, 2024 12:27:06 PM  
**To:** Randell, Alison <alrandell@mun.ca>  
**Cc:** Browne, Lisa <lisa.browne@mun.ca>  
**Subject:** Link for 1:30

Hi Alison,

s. 29(1) (a)

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s. 31(1)(l)

**Join by meeting number**

Meeting number (access code): [REDACTED]

Meeting password: [REDACTED]

s. 31(1)(l)

**Tap to join from a mobile device (attendees only)**

+1-709-722-5626, [REDACTED] Canada Toll (St.Johns)

s. 31(1)(l)

1

NOTE TO APPLICANT: The remainder of this email is located previously in the records.

IAP Office

**Butler, Kaitlin Sophia**

---

**From:** Lake, Chris  
**Sent:** Thursday, January 4, 2024 2:41 PM  
**To:** Barrington, Gerard; Farrell, Todd; Fillier-Skinner, Penny; Randell, Alison; Arnott, Sarah  
**Subject:** Fwd: mun.ca email requests - 3

Hi Gerard

Going to forward some follow up messages from Peter regarding last nights email address requests for departments to facilitate student requests.

Also added Sarah to our chain.

Thanks, Chris

---

Chris Lake  
Director, Information Management & Protection  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
St. John's | Newfoundland and Labrador | A1C 5S7  
709.864.4894  
c.lake@mun.ca

---

**From:** Peter Ride [REDACTED] s. 40(1)  
**Sent:** Thursday, January 4, 2024 2:37:01 PM  
**To:** Lake, Chris <c.lake@mun.ca>  
**Subject:** mun.ca email requests - 3

[Library-grenfell@mun.ca](mailto:Library-grenfell@mun.ca)

Krista Howell [PRIMARY]  
Anita Park  
Crystal Rose

--  
\*\*\*\*\*

Dr Peter Ride (personal email account)  
He/him  
*"The one duty we owe to history is to rewrite it." Oscar Wilde*

**Butler, Kaitlin Sophia**

---

**From:** Lake, Chris  
**Sent:** Thursday, January 4, 2024 2:42 PM  
**To:** Randell, Alison; Arnott, Sarah; Barrington, Gerard; Farrell, Todd; Fillier-Skinner, Penny  
**Subject:** Fwd: mun.ca email requests - 4

FYI

Thanks, Chris

---

Chris Lake  
Director, Information Management & Protection  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
St. John's | Newfoundland and Labrador | A1C 5S7  
709.864.4894  
c.lake@mun.ca

---

**From:** Peter Ride [REDACTED] s. 40(1)  
**Sent:** Thursday, January 4, 2024 2:39:15 PM  
**To:** Lake, Chris <c.lake@mun.ca>  
**Subject:** mun.ca email requests - 4

from HR:

[hr-grenfell@mun.ca](mailto:hr-grenfell@mun.ca)

users: Kathy Edison ; Jennifer Watton

--  
\*\*\*\*\*

Dr Peter Ride (personal email account)  
He/him  
*"The one duty we owe to history is to rewrite it." Oscar Wilde*

**Butler, Kaitlin Sophia**

---

**From:** Lake, Chris  
**Sent:** Thursday, January 4, 2024 2:43 PM  
**To:** Barrington, Gerard; Randell, Alison; Arnott, Sarah; Fillier-Skinner, Penny; Farrell, Todd  
**Subject:** Fwd: MUN.ca email account requests - 1

FYI

Thanks, Chris

---

Chris Lake  
Director, Information Management & Protection  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
St. John's | Newfoundland and Labrador | A1C 5S7  
709.864.4894  
c.lake@mun.ca

---

**From:** Peter Ride [REDACTED] s. 40(1)  
**Sent:** Thursday, January 4, 2024 2:33:40 PM  
**To:** Lake, Chris <c.lake@mun.ca>  
**Subject:** MUN.ca email account requests - 1

Hi Chris - these are the new requests for MUN accounts from Registry

Peter

----- Forwarded message -----  
**From:** Carolyn S. Parsons [REDACTED] s. 40(1)  
**Date:** Thu, Jan 4, 2024 at 8:59 AM  
**Subject:** Fwd:  
**To:** Peter Ride [REDACTED] s. 40(1)

Hi Peter,

I am making one addition. Below is the corrected list:

[grenfell-studentservices@mun.ca](mailto:grenfell-studentservices@mun.ca)  
primary user: Patricia Walsh  
additional users:  
Angela Gomez [REDACTED]  
Britney Marsden [REDACTED] s. 31(1)(l)  
Thomas Young ([REDACTED])  
Jana Walsh

[grenfell-registrarsoffice@mun.ca](mailto:grenfell-registrarsoffice@mun.ca)

primary user: Shawna Matthews (s83smp@mun.ca)

additional users:

Jonathon Turner ( )

Destanee Hynes ( )

Allison Dawe ( )

Nicole Miller ( ) s. 31(1)(l)

Debbie Giles ( )

Gordon Genge ( )

Carolyn Parsons ( )

grenfell-aces@mun.ca

Primary user: Brad Elliott ( )

Additional Users:

Victoria Cole ( ) s. 31(1)(l)

Lorna Payne ( )

grenfell-study@mun.ca

Primary user: April Crocker ( )

Additional Users:

Megan Drover ( ) s. 31(1)(l)

Peter Smith ( )

Joan Pike

-

--

\*\*\*\*\*

Dr Peter Ride (personal email account)

He/him

"The one duty we owe to history is to rewrite it." Oscar Wilde

**Butler, Kaitlin Sophia**

---

**From:** Lake, Chris  
**Sent:** Thursday, January 4, 2024 2:43 PM  
**To:** Farrell, Todd; Randell, Alison; Arnott, Sarah; Fillier-Skinner, Penny; Barrington, Gerard  
**Subject:** Fwd: mun.ca email requests - 5

FYI

Thanks, Chris

---

Chris Lake  
Director, Information Management & Protection  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
St. John's | Newfoundland and Labrador | A1C 5S7  
709.864.4894  
c.lake@mun.ca

---

**From:** Peter Ride [REDACTED] s. 40(1)  
**Sent:** Thursday, January 4, 2024 2:40:50 PM  
**To:** Lake, Chris <c.lake@mun.ca>  
**Subject:** mun.ca email requests - 5

from Facilities Management

[grenfell-facilities@mun.ca](mailto:grenfell-facilities@mun.ca) - Lynn Clarke  
[grenfell-cep@mun.ca](mailto:grenfell-cep@mun.ca) - Bob Edwards  
[grenfell-ancillary@mun.ca](mailto:grenfell-ancillary@mun.ca) - Charlene Conners  
[grenfell-housing@mun.ca](mailto:grenfell-housing@mun.ca) - Jennifer Mitchell

Thanks

Kevin

--  
\*\*\*\*\*  
Dr Peter Ride (personal email account)  
He/him  
*"The one duty we owe to history is to rewrite it."* Oscar Wilde

**Butler, Kaitlin Sophia**

---

**From:** Lake, Chris  
**Sent:** Thursday, January 4, 2024 2:44 PM  
**To:** Barrington, Gerard; Farrell, Todd; Randell, Alison; Arnott, Sarah; Fillier-Skinner, Penny  
**Subject:** Fwd: MUN.ca email accounts - 2

FYi

Thanks, Chris

---

Chris Lake  
Director, Information Management & Protection  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
St. John's | Newfoundland and Labrador | A1C 5S7  
709.864.4894  
c.lake@mun.ca

---

**From:** Peter Ride [REDACTED] s. 40(1)  
**Sent:** Thursday, January 4, 2024 2:33:15 PM  
**To:** Lake, Chris <c.lake@mun.ca>  
**Subject:** MUN.ca email accounts - 2

from School of Nursing

>>  
-HI Peter,

This sounds good.

We will be [WRSON-grenfell@mun.ca](mailto:WRSON-grenfell@mun.ca)

We would need the following support staff having access:

Marilyn Borden

Sarah Randell

Shelley House

Glenda Burbury

Thanks

Peggy

**Butler, Kaitlin Sophia**

**From:** Peter Ride [REDACTED] s. 40(1)  
**Sent:** Thursday, January 4, 2024 3:00 PM  
**To:** Randell, Alison; Simmons, Bonnie; Tobin, Holly  
**Subject:** [EXTERNAL SENDER] Re: Brightspace or Teams - collaboration tool [privileged and confidential at request of counsel]

Hi Bonnie (cc Alison and Holly)

This is to confirm that it was agreed at that EOC today that we are going ahead with setting up brightspace for the schools and faculty of Grenfell.

The shells for schools and their primary users/ moderators

School of Fine Arts - user: Linda Humphries

School of Science and Environment - user: Jeremy Mitchell

School of Arts and Social Science - user: Penni Shelley

School of Nursing - user Marilyn Borden

School of Graduate Studies - User: Nadia Simmons

thanks

Peter

\*\*\*\*\*

Dr Peter Ride (personal email account)  
He/him  
*"The one duty we owe to history is to rewrite it."* Oscar Wilde

On Wed, 3 Jan 2024 at 18:20, Randell, Alison <[alrandell@mun.ca](mailto:alrandell@mun.ca)> wrote:

Hi Meaghan,

s. 29(1) (a) s. 31(1)(l)



1 NOTE TO APPLICANT: The remainder of this email thread is located previously in the records.

**Butler, Kaitlin Sophia**

---

**From:** Randell, Alison  
**Sent:** Thursday, January 4, 2024 3:32 PM  
**To:** Laurie.Skinner@mi.mun.ca  
**Subject:** just added "external" RDP

**Remote Desktop Access Disabled**

Employees on Memorial University's St. John's and Marine Institute campuses should be aware that external Remote Desktop Protocol (RDP) access has been disabled.

Employees who used RDP to remotely connect to their desktop computers on campus, and still require a remote connection, are asked to contact their IT Services department for assistance.

If you have questions or concerns, for St. John's campus, contact the IT Service Desk at 709-864-4595, [help@mun.ca](mailto:help@mun.ca) or [chat support](#). MI employees can contact [servicedesk@mi.mun.ca](mailto: servicedesk@mi.mun.ca).

**ALISON RANDELL | Interim Chief Information Officer**  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
Spencer Hall - SP4015  
220 Prince Philip Drive, St. John's, NL, A1C 5S7  
T 709.864.2063  
[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

---

**From:** Randell, Alison  
**Sent:** Thursday, January 4, 2024 3:27 PM  
**To:** Laurie.Skinner@mi.mun.ca  
**Subject:**

**ALISON RANDELL | Interim Chief Information Officer**  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
Spencer Hall - SP4015  
220 Prince Philip Drive, St. John's, NL, A1C 5S7  
T 709.864.2063  
[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

**Butler, Kaitlin Sophia**

---

**From:** Earles, Debbie  
**Sent:** Thursday, January 4, 2024 3:46 PM  
**To:** Randell, Alison  
**Subject:** IT issues for AVP re configured Grenfell setting

Alison,

See note below from Phil Baluk on Rayna’s recent issues. Any assistance is appreciated.

Thanks,

Debbie

Hey Debbie I met with Rayna and her Grenfell account is disabled. This is causing the issue as she cannot access any of her MUN emails on the computer because the way that it is setup is using the Grenfell account to validate her Office account. This being temporarily disabled because of the situation at Grenfell leaves her in a fix. I am going to find out when they figure they will have a resolution to the Grenfell issue and then form a plan with FM IT.



**Debbie Earles (she/her)**  
Director, Administrative Services  
**FM 2027B**  
Department of Facilities Management  
Memorial University of Newfoundland  
14 Phelan Road  
St. John’s, NL  
709-864-2342  
[Redacted] [dearles@mun.ca](mailto:dearles@mun.ca)

s. 40(1)

**Butler, Kaitlin Sophia**

---

**From:** Earles, Debbie  
**Sent:** Thursday, January 4, 2024 3:49 PM  
**To:** Randell, Alison  
**Subject:** RE: IT issues for AVP re configured Grenfell setting

IT are trying to get her access. I'm just making you aware.

Debbie

---

**From:** Earles, Debbie  
**Sent:** Thursday, January 4, 2024 3:46 PM  
**To:** Randell, Alison <alrandell@mun.ca>  
**Subject:** IT issues for AVP re configured Grenfell setting

Alison,

See note below from Phil Baluk on Rayna's recent issues. Any assistance is appreciated.

Thanks,

Debbie

Hey Debbie I met with Rayna and her Grenfell account is disabled. This is causing the issue as she cannot access any of her MUN emails on the computer because the way that it is setup is using the Grenfell account to validate her Office account. This being temporarily disabled because of the situation at Grenfell leaves her in a fix. I am going to find out when they figure they will have a resolution to the Grenfell issue and then form a plan with FM IT.



**Debbie Earles (she/her)**  
Director, Administrative Services  
**FM 2027B**  
**Department of Facilities Management**  
**Memorial University of Newfoundland**  
14 Phelan Road  
St. John's, NL  
709-864-2342  
[dearles@mun.ca](mailto:dearles@mun.ca)

s. 40(1)

**Butler, Kaitlin Sophia**

**From:** Osmond, Michelle  
**Sent:** Thursday, January 4, 2024 3:57 PM  
**To:** Whelan, Meaghan; Browne, Lisa; Randell, Alison; McDougall, Greg  
**Subject:** RE: Grenfell ASMs not able to access FAQs page on the IT "issue"  
**Attachments:** Accessing your MUN Login.docx

Here's the message we've drafted for the main updates page. This should also be shared with faculty, staff and students via the email addresses we have. We're also working on posters to post around Grenfell Campus that includes QR codes that link directly.

I'd like to get this up and disseminated as quickly as possible.

Michelle

MICHELLE OSMOND  
 MANAGER, COMMUNICATIONS PLANNING  
 Marketing and Communications  
 Memorial University of Newfoundland  
 St. John's, NL, Canada A1C 5S7  
 P 709 864 2455  
 M [REDACTED] s. 40(1)

NOTE TO APPLICANT: The attachment is located after this email thread.

IAP Office

---

**From:** Whelan, Meaghan <mcwhelan@mun.ca>  
**Sent:** Thursday, January 4, 2024 3:53 PM  
**To:** Browne, Lisa <lisa.browne@mun.ca>; Randell, Alison <alrandell@mun.ca>; McDougall, Greg <gmcdougall@mun.ca>; Osmond, Michelle <mlosmond@mun.ca>  
**Subject:** Re: Grenfell ASMs not able to access FAQs page on the IT "issue"

Yes - this is linked to their MUN.ca logins.

Michelle is working with ITS on instructions to reset or access their log-ins and we will put that prominently on the main page while also distributing hard copies at Grenfell.

On Jan 4, 2024, at 3:49 PM, Browne, Lisa <lisa.browne@mun.ca> wrote:

FYI

---

**From:** Williams, Geoff <geoffwilliams@mun.ca>  
**Sent:** Thursday, January 4, 2024 3:48 PM  
**To:** [REDACTED] McDougall, Greg <gmcdougall@mun.ca>; Lokash, Jennifer <jlokash@mun.ca>; Browne, Lisa <lisa.browne@mun.ca>  
**Subject:** FW: Grenfell ASMs not able to access FAQs page on the IT "issue"

Hi folks,

Please see message below from Josh. I was able to open the link.

Geoff

---

**From:** munfa.pres <[munfa.pres@mun.ca](mailto:munfa.pres@mun.ca)>  
**Sent:** Thursday, January 4, 2024 3:45 PM  
**To:** Williams, Geoff <[geoffwilliams@mun.ca](mailto:geoffwilliams@mun.ca)>  
**Cc:** MUNFA <[munfa@mun.ca](mailto:munfa@mun.ca)>; MUNFA Membership and Communications <[membership.munfa@mun.ca](mailto:membership.munfa@mun.ca)>  
**Subject:** Grenfell ASMs not able to access FAQs page on the IT "issue"

Hi Geoff,

We are hearing from ASMs at the Grenfell campus that they have been directed to an FAQ page about the cyber security incident. However, when Grenfell based ASMs try to access the link they are blocked from it. I just accessed the link myself and it works for me here in St. John's:  
<https://mun.ca/updates/faq/>

We're not sure what if any messages that we send to Grenfell based administrators are getting through. If you have some way to alert IT staff of this problem, that would be much appreciated.

Thanks,

Josh

Dr. Josh Lepawsky, President MUNFA  
 he/him [[Why is this here?](#)]  
 settler [[Why is this here?](#)]

We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.

## Accessing your MUN Login

MUN Login is your account for accessing Memorial's online services.

MUN Login can be accessed directly at <https://login.mun.ca/>. To login to Memorial's online services, enter your MUN Login ID and password.

***Note: All Grenfell faculty, staff and students are required to change their MUN Login password if they have not done so after January 1, 2024.***

As per best practice, it is recommended you never reuse passwords amongst your various accounts and online services.

Here's how:

Need to change your password? <https://login.mun.ca/forgot-password>

Forgot your MUN Login ID? <https://login.mun.ca/forgot-username>

Need help? Contact Memorial's IT Service Desk at [help@mun.ca](mailto:help@mun.ca), 709-864-4595 or <https://www.mun.ca/cio/>.

**Butler, Kaitlin Sophia**

**From:** Browne, Lisa  
**Sent:** Thursday, January 4, 2024 4:03 PM  
**To:** Osmond, Michelle; Whelan, Meaghan; Randell, Alison; McDougall, Greg  
**Subject:** RE: Grenfell ASMs not able to access FAQs page on the IT "issue"

Good from my end! thanks!

---

**From:** Osmond, Michelle <mlosmond@mun.ca>  
**Sent:** Thursday, January 4, 2024 3:57 PM  
**To:** Whelan, Meaghan <mcwhelan@mun.ca>; Browne, Lisa <lisa.browne@mun.ca>; Randell, Alison <alrandell@mun.ca>; McDougall, Greg <gmcdougall@mun.ca>  
**Subject:** RE: Grenfell ASMs not able to access FAQs page on the IT "issue"

Here's the message we've drafted for the main updates page. This should also be shared with faculty, staff and students via the email addresses we have. We're also working on posters to post around Grenfell Campus that includes QR codes that link directly.

I'd like to get this up and disseminated as quickly as possible.

Michelle

MICHELLE OSMOND  
 MANAGER, COMMUNICATIONS PLANNING  
 Marketing and Communications  
 Memorial University of Newfoundland  
 St. John's, NL, Canada A1C 5S7  
 P 709 864 2455  
 M   s. 40(1)

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**From:** Whelan, Meaghan <mcwhelan@mun.ca>  
**Sent:** Thursday, January 4, 2024 3:53 PM  
**To:** Browne, Lisa <lisa.browne@mun.ca>; Randell, Alison <alrandell@mun.ca>; McDougall, Greg <gmcdougall@mun.ca>; Osmond, Michelle <mlosmond@mun.ca>  
**Subject:** Re: Grenfell ASMs not able to access FAQs page on the IT "issue"

Yes - this is linked to their MUN.ca logins.

Michelle is working with ITS on instructions to reset or access their log-ins and we will put that prominently on the main page while also distributing hard copies at Grenfell.

On Jan 4, 2024, at 3:49 PM, Browne, Lisa <lisa.browne@mun.ca> wrote:

FYI

NOTE TO APPLICANT: The remainder of this email thread is located previously in the records.

1

IAP Office

**Butler, Kaitlin Sophia**

---

**From:** Randell, Alison  
**Sent:** Thursday, January 4, 2024 4:11 PM  
**To:** Pike, Laura; Lake, Chris; Barrington, Gerard  
**Subject:** FW: Grenfell ASMs not able to access FAQs page on the IT "issue"

Can you please take a look – thanks!!!

**ALISON RANDELL | Interim Chief Information Officer**  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
Spencer Hall - SP4015  
220 Prince Philip Drive, St. John's, NL, A1C 5S7  
T 709.864.2063  
[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

We are hearing from ASMs at the Grenfell campus that they have been directed to an FAQ page about the cyber security incident. However, when Grenfell based ASMs try to access the link they are blocked from it. I just accessed the link myself and it works for me here in St. John's: <https://mun.ca/updates/faq/>

We're not sure what if any messages that we send to Grenfell based administrators are getting through. If you have anyway to alert IT staff of this problem, that would be much appreciated.

**Butler, Kaitlin Sophia**

**From:** Dyke, Paula  
**Sent:** Thursday, January 4, 2024 4:12 PM  
**To:** Randell, Alison  
**Subject:** FW: Jan 4 update for distribution  
**Attachments:** Update January 4.pdf

NOTE TO APPLICANT: The attachment is located on the subsequent page.

Here it is.

IAP Office

---

**From:** 'Dyke Paula' <pdyke@mun.ca>  
**Date:** Thursday, January 4, 2024 at 4:09 PM  
**To:** 'Fitzgerald Renee' <reneef@mun.ca>, "President, The" <munpres@mun.ca>, "Beh, Patricia" <patricia.beh@mun.ca>, "Collins, Victoria" <vcollins@mun.ca>, "Constantine, Nicole" <nconstantine@mun.ca>  
**Cc:** Michelle 'Osmond' <mlosmond@mun.ca>  
**Subject:** Jan 4 update for distribution

Please share the attached with SLC, Board, unions and gov't. Can you advise when this is done? We will share via Newline and Gazette 30 mins after that point.

Thanks,  
 Paula

PAULA DYKE she/her  
 EXECUTIVE DIRECTOR, MARKETING AND COMMUNICATIONS  
 Marketing & Communications  
 Memorial University of Newfoundland  
 St. John's, Newfoundland  
 T 709 864 8662  
 M [REDACTED] s. 40(1)  
 pdyke@mun.ca

[www.mun.ca](http://www.mun.ca)

*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

Update January 4, 2024

Embargoed until released by Memorial University

Subject: Work continues to prepare for the return of in-person classes at Grenfell Campus

We want to start by acknowledging the patience and cooperation from each faculty member, staff member and student in the last few days. We recognize this incident has interrupted your regular academic processes and we greatly appreciate your understanding as we navigate this incident.

Since the cybersecurity incident at Grenfell Campus was identified less than a week ago, teams in Corner Brook and St. John's have been diligently working on multiple fronts to support the start of the winter 2024 semester. As previously announced, classes at Grenfell Campus (in person and remote) will begin on Monday, Jan. 8.

Grenfell vice-president Ian Sutherland has met with faculty, staff and students to keep them up-to-date on the situation and to listen to their concerns. These meetings will continue to share information and to collect feedback that will inform our short, medium and long-term planning.

Academic and business continuity planning to support instructors and students is critically important. We appreciate the feedback and continued collaboration of everyone as we navigate this challenging time together. We have been advised by our external cybersecurity experts that we will likely feel the impacts of this incident for at least a few weeks. Please know that we are doing everything we can to minimize these impacts and support your return to campus.

Priorities such as providing laptops for faculty and staff and securing internet and Wi-Fi hotspots are being addressed. To support the incredible team of Grenfell Campus IT professionals in their efforts, additional information technology (IT) personnel have arrived at Grenfell to assist with on-campus needs, while IT staff in St. John's are also working with the colleagues to support the needs at Grenfell Campus.

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Safely returning IT services will take time and the university recognizes the challenges created for all members of the Grenfell Campus community. Patience and willingness to collaborate to find workable solutions is appreciated.

Information has been posted to [www.mun.ca/updates](http://www.mun.ca/updates). That site will continue to be updated as new information is available. As we move forward, please know that your hard work and contributions are deeply appreciated.

**Butler, Kaitlin Sophia**

**From:** Microsoft Teams <noreply@email.teams.microsoft.com>  
**Sent:** Thursday, January 4, 2024 4:12 PM  
**To:** Randell, Alison  
**Subject:** [EXTERNAL SENDER] You have been added to a team in Microsoft Teams

**Microsoft Teams**

**Greg added you to the CRO-C Executive Policy Group - IT System Response team!**



**CRO-C Executive Policy Group  
- IT System Response**

13 members

---

Grenfell EOC

[Open Microsoft Teams](#)

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 Windows

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 iOS

 Android

[Go to downloads page](#)

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One Microsoft Way, Redmond, WA 98052-7329  
[Privacy policy](#)



**Butler, Kaitlin Sophia**

**From:** Chief Information Officer  
**Sent:** Thursday, January 4, 2024 4:13 PM  
**To:** Randell, Alison  
**Subject:** FW: Update on IT incident at Grenfell Campus  
**Attachments:** Update January 4.pdf NOTE TO APPLICANT: The attachment is located after this email thread.

IAP Office

---

**From:** Fitzgerald, Renee <reneef@mun.ca>  
**Sent:** Thursday, January 4, 2024 4:13:01 PM (UTC-03:30) Newfoundland  
**To:** VP Research <vp.research@mun.ca>; Allen, Tana <tallen@mun.ca>; Andersen, Catharyn <s62cda@mun.ca>; Avery, Angela <angela.avery@mun.ca>; Indigenous Research <indigenousresearch@mun.ca>; Beh, Patricia <patricia.beh@mun.ca>; Blackwood, Penny <pablackw@mun.ca>; President, The <munpres@mun.ca>; Paul Brett <Paul.Brett@mi.mun.ca>; Brown, Trevor <travorb@mun.ca>; Brown, Margot <mbrown@mun.ca>; Browne, Lisa <lisa.browne@mun.ca>; Bugden, Shawn <shawnb@mun.ca>; Karen Bulmer <kbulmer@mun.ca>; Butler, Kelly Anne <kelly.butler@mun.ca>; Carter, Ken <kcarter@grenfell.mun.ca>; Casey, Cristin <cristin.casey@mun.ca>; Cheema, Mumtaz A. <mcheema@grenfell.mun.ca>; Chief Information Officer <cio@mun.ca>; Angie Clarke <angie.clarke@mi.mun.ca>; Colbourne, Peggy <pcolbourne@grenfell.mun.ca>; Collins, Victoria <vcollins@mun.ca>; Collis, Deborah <dcollis@mun.ca>; Craig, Ailsa <acraig@mun.ca>; Ashlee Cunsolo <ashlee.cunsolo@mun.ca>; Dean - Faculty of Business Administration <deanfba@mun.ca>; Dean of Education <educdean@mun.ca>; feasdean <feasdean@mun.ca>; deansgs <deansgs@mun.ca>; HKR Dean <hkrdean@mun.ca>; Dean of Humanities & Social Sciences <deanofhss@mun.ca>; Dean of Libraries <deanoflibraries@mun.ca>; musicdean <musicdean@mun.ca>; Dean of Science <deansci@mun.ca>; deansocialwork <deansocialwork@mun.ca>; AVPA Students <avpas@mun.ca>; Dove, Jennifer <jimdove@mun.ca>; Dyke, Paula <pdyke@mun.ca>; Edwards, Laura <ledwards@grenfell.mun.ca>; Fridgen, Travis <tfridgen@mun.ca>; Garnier, Kevin M. <kmgarnier@grenfell.mun.ca>; Giwa, Sulaimon <sgiwa@mun.ca>; Gosine, Raymond <rgosine@mun.ca>; Haghiri, Morteza <mhaghiri@grenfell.mun.ca>; Hardy Cox, Donna <dhardy@mun.ca>; Hutchings, Dr. Veronica <vhutchings@grenfell.mun.ca>; Jacobsen, Ken <kjacobse@grenfell.mun.ca>; Jenniex, Shanna <sjenniex@grenfell.mun.ca>; Jillian Kavanagh <jillian.kavanagh@mi.mun.ca>; Keeping, Dianne <dckeepp@mun.ca>; Keyte, Jennifer <jkeyte@mun.ca>; Knutson, Sonja <sknutson@mun.ca>; Lokash, Jennifer <jlokash@mun.ca>; Luther, Rayna Jenevieve <rluther@mun.ca>; Matthews, Keith <keithm@mun.ca>; Chief Risk Officer <cro@mun.ca>; Dean of Medicine : McKeen, Dr. Dolores <deanofmedicine@mun.ca>; McKivor, Lee Ann <lamckivor@mun.ca>; Meaney, Richard <rmeaney@mun.ca>; Millan, Roxanne <rmillan@mun.ca>; Miller, David <dmiller@mun.ca>; Mullings, Delores <dmullings@mun.ca>; Myrick, Kim <kmyrick@mun.ca>; Nie, Jinghua <jnie@mun.ca>; Parsons, Carolyn <csparsons@grenfell.mun.ca>; Associate VP (Academic) <assocvpa@mun.ca>; Pike, April <aprilpike@mun.ca>; Pike, Lori <lpike@mun.ca>; Pritchett, Newton <npritchett@grenfell.mun.ca>; Vice-President (Academic) <vpacad@mun.ca>; Randell, Alison <alrandell@mun.ca>; Ride, Peter E. <pride@grenfell.mun.ca>; Rose, Crystal <crose@grenfell.mun.ca>; Shipp, Kim <kshipp@mun.ca>; Simmons, Bonnie <bsimmons@mun.ca>; Laurie Skinner <Laurie.Skinner@mi.mun.ca>; Sullivan, Anne-Marie <asulliva@mun.ca>; Sutherland, Ian <sutherland@grenfell.mun.ca>; Tibbo, Carol <ctibbo@mun.ca>; ViceProvostEDIAR <viceprovostediar@mun.ca>; Amy M Warren <awarren@mun.ca>; Williams, Geoff <geoffwilliams@mun.ca>; Wooley, Emily <ebenson@mun.ca>; Worsfold, Scott <dsvorsfold@mun.ca>; Wright, Jordan <jwwright@mun.ca>  
**Subject:** Update on IT incident at Grenfell Campus

Good afternoon. Please see attached update on the IT incident at Grenfell Campus. This will be shared via Newsline and the Gazette shortly.

Regards,  
 Renee

Reneé Fitzgerald, Executive Assistant to the President (Scheduling)  
 President's Office, Room A-2028

Arts and Administration Building | 230 Elizabeth Avenue  
Memorial University | St. John's | Newfoundland and Labrador | A1C 5S7  
t: 709.864.8212 | f: 709.864.2059 | email: [reeneef@mun.ca](mailto:reeneef@mun.ca)



*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

Update January 4, 2024

Embargoed until released by Memorial University

Subject: Work continues to prepare for the return of in-person classes at Grenfell Campus

We want to start by acknowledging the patience and cooperation from each faculty member, staff member and student in the last few days. We recognize this incident has interrupted your regular academic processes and we greatly appreciate your understanding as we navigate this incident.

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Information has been posted to [www.mun.ca/updates](http://www.mun.ca/updates). That site will continue to be updated as new information is available. As we move forward, please know that your hard work and contributions are deeply appreciated.

**Butler, Kaitlin Sophia**

**From:** Randell, Alison  
**Sent:** Thursday, January 4, 2024 4:22 PM  
**To:** Osmond, Michelle; McDougall, Greg; Whelan, Meaghan; Browne, Lisa  
**Subject:** RE: Grenfell ASMs not able to access FAQs page on the IT "issue"

Sorry for the late reply but it looks good. I had seen the draft before it went over.

Thanks

**ALISON RANDELL | Interim Chief Information Officer**  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
Spencer Hall - SP4015  
220 Prince Philip Drive, St. John's, NL, A1C 5S7  
T 709.864.2063  
[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

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**From:** Osmond, Michelle <mlosmond@mun.ca>  
**Sent:** Thursday, January 4, 2024 4:06 PM  
**To:** McDougall, Greg <gmcDougall@mun.ca>; Whelan, Meaghan <mcwhelan@mun.ca>; Browne, Lisa <lisa.browne@mun.ca>; Randell, Alison <alrandell@mun.ca>  
**Subject:** RE: Grenfell ASMs not able to access FAQs page on the IT "issue"

Great. Thanks folks. I'll get this up now and sent through the channels.

Michelle

MICHELLE OSMOND  
MANAGER, COMMUNICATIONS PLANNING  
Marketing and Communications  
Memorial University of Newfoundland  
St. John's, NL, Canada A1C 5S7  
P 709 864 2455  
M [REDACTED] s. 40(1)

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**From:** McDougall, Greg <gmcDougall@mun.ca>  
**Sent:** Thursday, January 4, 2024 4:06 PM  
**To:** Osmond, Michelle <mlosmond@mun.ca>; Whelan, Meaghan <mcwhelan@mun.ca>; Browne, Lisa <lisa.browne@mun.ca>; Randell, Alison <alrandell@mun.ca>  
**Subject:** Re: Grenfell ASMs not able to access FAQs page on the IT "issue"

[REDACTED] s. 29(1) (a)  
Greg

Greg McDougall

Office of the Chief Risk Officer  
Memorial University of Newfoundland  
FM 1020, 14 Phelan Road  
St. John's, Newfoundland | A1C 5S7  
Cell: [REDACTED] s. 40(1)  
Email: [gmcDougall@mun.ca](mailto:gmcDougall@mun.ca)

*We acknowledge that the lands on which Memorial University's campuses are situated in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

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**From:** "Osmond, Michelle" <[mlosmond@mun.ca](mailto:mlosmond@mun.ca)>  
**Date:** Thursday, January 4, 2024 at 3:56 PM  
**To:** "Whelan, Meaghan" <[mcwhelan@mun.ca](mailto:mcwhelan@mun.ca)>, "Browne, Lisa" <[lisa.browne@mun.ca](mailto:lisa.browne@mun.ca)>, "Randell, Alison" <[alrandell@mun.ca](mailto:alrandell@mun.ca)>, "McDougall, Greg" <[gmcDougall@mun.ca](mailto:gmcDougall@mun.ca)>  
**Subject:** RE: Grenfell ASMs not able to access FAQs page on the IT "issue"

Here's the message we've drafted for the main updates page. This should also be shared with faculty, staff and students via the email addresses we have. We're also working on posters to post around Grenfell Campus that includes QR codes that link directly.

I'd like to get this up and disseminated as quickly as possible.

Michelle

MICHELLE OSMOND  
MANAGER, COMMUNICATIONS PLANNING  
Marketing and Communications  
Memorial University of Newfoundland  
St. John's, NL, Canada A1C 5S7  
P 709 864 2455  
M [REDACTED] s. 40(1)

---

**From:** Whelan, Meaghan <[mcwhelan@mun.ca](mailto:mcwhelan@mun.ca)>  
**Sent:** Thursday, January 4, 2024 3:53 PM  
**To:** Browne, Lisa <[lisa.browne@mun.ca](mailto:lisa.browne@mun.ca)>; Randell, Alison <[alrandell@mun.ca](mailto:alrandell@mun.ca)>; McDougall, Greg <[gmcDougall@mun.ca](mailto:gmcDougall@mun.ca)>; Osmond, Michelle <[mlosmond@mun.ca](mailto:mlosmond@mun.ca)>  
**Subject:** Re: Grenfell ASMs not able to access FAQs page on the IT "issue"

Yes - this is linked to their MUN.ca logins.

Michelle is working with ITS on instructions to reset or access their log-ins and we will put that prominently on the main page while also distributing hard copies at Grenfell.

On Jan 4, 2024, at 3:49 PM, Browne, Lisa <[lisa.browne@mun.ca](mailto:lisa.browne@mun.ca)> wrote:

2 NOTE TO APPLICANT: The remainder of this email thread is located previously in the records.

IAP Office

**Butler, Kaitlin Sophia**

**From:** DocuSign System <dse@docusign.net> on behalf of Peter Noseworthy via DocuSign <dse@docusign.net>  
**Sent:** Thursday, January 4, 2024 4:25 PM  
**To:** Randell, Alison  
**Subject:** [EXTERNAL SENDER] Memorial University Amendment - Bell Ethernet (NGN) s. 31(1)(l) [REDACTED] - For review and signature

Please review and sign your document 

**From:** Peter Noseworthy (peter.noseworthy@bellaliant.ca)  
 Bell Aliant

Hello Alison Randell,

SENT TO YOU BY: Peter Noseworthy peter.noseworthy@bellaliant.ca

The Bell Aliant Contract Team is sending you this contract on behalf of your Account Manager. Please review and electronically sign using the "Review Documents" link below. If you have any questions regarding the content of the document, please contact your Account Manager.

For instructions on how to sign electronically using DocuSign, please click this link.  
<http://tinyurl.com/cvfvrn>

DO NOT REPLY TO THIS EMAIL.

Thank you for your business.

Peter Noseworthy  
 Contract Management  
 Bell Aliant  
 peter.noseworthy@bellaliant.ca

[View Documents](#)

Alternately, you can access these documents by visiting docusign.com, clicking the "Access Documents" link, and using this security code:

[REDACTED]

s. 31(1)(l)

DocuSign. The fastest way to get a signature.®

This message was sent to you by Peter Noseworthy who is using the DocuSign Electronic Signature Service. If you would rather not receive email from this sender you may contact the sender with your request.

**Butler, Kaitlin Sophia**

---

**From:** Kevin Garnier [REDACTED] s. 40(1)  
**Sent:** Thursday, January 4, 2024 4:35 PM  
**To:** Tobin, Holly; [REDACTED] Randell, Alison; McDougall, Greg  
**Subject:** [EXTERNAL SENDER] Power outage request

Privileged and Confidential - Prepared at the request of Counsel - Power outage request

Hi all

Wanted to confirm that there's approval and consensus on a request from NL Power for a power shut on Wed Jan 10th (5am). I was contacted a short time ago by their rep who noted that date was provided to them from the OCRO, and for it to be confirmed ok with me. Wanted to be be sure this is OK with all required before agreeing and setting their planning in motion.

Would like to flag for EOC in morning, please include as an item in any talks wherever necessary.

Thanks

Kevin

Sent from my iPhone

**Butler, Kaitlin Sophia**

**From:** Randell, Alison  
**Sent:** Thursday, January 4, 2024 4:39 PM  
**To:** Osmond, Michelle; Whelan, Meaghan; Browne, Lisa; McDougall, Greg  
**Subject:** RE: Grenfell ASMs not able to access FAQs page on the IT "issue"

We just made a change that may address some of the login issues. If an impacted user could try it again, it would be helpful.

Thank you,

Alison

**ALISON RANDELL | Interim Chief Information Officer**  
 Office of the Chief Information Officer  
 Memorial University of Newfoundland  
 Spencer Hall - SP4015  
 220 Prince Philip Drive, St. John's, NL, A1C 5S7  
 T 709.864.2063  
[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

---

**From:** Osmond, Michelle <mlosmond@mun.ca>  
**Sent:** Thursday, January 4, 2024 3:57 PM  
**To:** Whelan, Meaghan <mcwhelan@mun.ca>; Browne, Lisa <lisa.browne@mun.ca>; Randell, Alison <alrandell@mun.ca>; McDougall, Greg <gmcdougall@mun.ca>  
**Subject:** RE: Grenfell ASMs not able to access FAQs page on the IT "issue"

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I'd like to get this up and disseminated as quickly as possible.

Michelle

MICHELLE OSMOND  
 MANAGER, COMMUNICATIONS PLANNING  
 Marketing and Communications  
 Memorial University of Newfoundland  
 St. John's, NL, Canada A1C 5S7  
 P 709 864 2455  
 M [REDACTED] s. 40(1)

---

**From:** Whelan, Meaghan <mcwhelan@mun.ca>  
**Sent:** Thursday, January 4, 2024 3:53 PM  
**To:** Browne, Lisa <lisa.browne@mun.ca>; Randell, Alison <alrandell@mun.ca>; McDougall, Greg <gmcdougall@mun.ca>; Osmond, Michelle <mlosmond@mun.ca>  
**Subject:** Re: Grenfell ASMs not able to access FAQs page on the IT "issue"

1 NOTE TO APPLICANT: The remainder of this email is located previously in the records.

IAP Office

**Butler, Kaitlin Sophia**

**From:** Randell, Alison  
**Sent:** Thursday, January 4, 2024 6:31 PM  
**To:** Pike, Laura; Lake, Chris; Barrington, Gerard  
**Subject:** RE: Grenfell ASMs not able to access FAQs page on the IT "issue"

Thanks Laura!!

Alison

**ALISON RANDELL | Interim Chief Information Officer**  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
Spencer Hall - SP4015  
220 Prince Philip Drive, St. John's, NL, A1C 5S7  
T 709.864.2063  
[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

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**From:** Pike, Laura <laura@mun.ca>  
**Sent:** Thursday, January 4, 2024 4:36 PM  
**To:** Lake, Chris <c.lake@mun.ca>; Randell, Alison <alrandell@mun.ca>; Barrington, Gerard <gbarrington@mun.ca>  
**Subject:** RE: Grenfell ASMs not able to access FAQs page on the IT "issue"

Hi,

Those users should now be able to access the page.

s. 29(1) (a)

All active staff members could access it [REDACTED] We have made the required change.

Thanks  
Laura

---

**From:** Lake, Chris <c.lake@mun.ca>  
**Sent:** January 4, 2024 4:13 PM  
**To:** Randell, Alison <alrandell@mun.ca>; Pike, Laura <laura@mun.ca>; Barrington, Gerard <gbarrington@mun.ca>  
**Subject:** Re: Grenfell ASMs not able to access FAQs page on the IT "issue"

We are looking now.

Thanks, Chris

---

Chris Lake  
Director, Information Management & Protection  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
St. John's | Newfoundland and Labrador | A1C 5S7  
709.864.4894  
[c.lake@mun.ca](mailto:c.lake@mun.ca)

---

**From:** Randell, Alison <[alrandell@mun.ca](mailto:alrandell@mun.ca)>  
**Sent:** Thursday, January 4, 2024 4:10:46 PM  
**To:** Pike, Laura <[laura@mun.ca](mailto:laura@mun.ca)>; Lake, Chris <[c.lake@mun.ca](mailto:c.lake@mun.ca)>; Barrington, Gerard <[gbarrington@mun.ca](mailto:gbarrington@mun.ca)>  
**Subject:** FW: Grenfell ASMs not able to access FAQs page on the IT "issue"

Can you please take a look – thanks!!!

**ALISON RANDELL | Interim Chief Information Officer**  
Office of the Chief Information Officer  
Memorial University of Newfoundland  
Spencer Hall - SP4015  
220 Prince Philip Drive, St. John's, NL, A1C 5S7  
T 709.864.2063  
[Alison.Randell@mun.ca](mailto:Alison.Randell@mun.ca) | [www.mun.ca/cio](http://www.mun.ca/cio)

We are hearing from ASMs at the Grenfell campus that they have been directed to an FAQ page about the cyber security incident. However, when Grenfell based ASMs try to access the link they are blocked from it. I just accessed the link myself and it works for me here in St. John's: <https://mun.ca/updates/faq/>

We're not sure what if any messages that we send to Grenfell based administrators are getting through. If you have anyway to alert IT staff of this problem, that would be much appreciated.

**Butler, Kaitlin Sophia**

**From:** Barrington, Gerard  
**Sent:** Thursday, January 4, 2024 7:31 PM  
**To:** Fillier-Skinner, Penny  
**Cc:** Arnott, Sarah; Randell, Alison; Lake, Chris; Somers, David  
**Subject:** Re: alternate email for Shoshannah Ganz, profs teaching MALA courses, and current MALA students

[Redacted]

[Redacted]

s. 29(1) (a)

[Redacted]

s. 31(1)(l)

Client services side need to ensure they change their password and assist the user as needed.

Thanks  
Gerard

---

**From:** Fillier-Skinner, Penny <penny@mun.ca>  
**Sent:** Thursday, January 4, 2024 6:38 PM  
**To:** Barrington, Gerard <gbarrington@mun.ca>  
**Cc:** Arnott, Sarah <sarnott@mun.ca>; Randell, Alison <alrandell@mun.ca>; Lake, Chris <c.lake@mun.ca>; Somers, David <dvsomers@mun.ca>  
**Subject:** Re: alternate email for Shoshannah Ganz, profs teaching MALA courses, and current MALA students

Thanks Gerard!

[Redacted]

s. 29(1) (a)

[Redacted]

s. 29(1) (a)

Thanks  
Penny

On Jan 4, 2024, at 6:35 PM, Barrington, Gerard <gbarrington@mun.ca> wrote:

The forwarding of email for accounts that some users have in place is not able to be removed until we've setup the location where mail will go when the forward is removed.

[Redacted]

[Redacted]

s. 29(1) (a)

s. 31(1)(l)

s. 29(1) (a) s. 31(1)(l)

Questions / comments?

thanks  
Gerard

---

**From:** Arnott, Sarah <sarnott@mun.ca>  
**Sent:** Thursday, January 4, 2024 5:50 PM  
**To:** Fillier-Skinner, Penny <penny@mun.ca>; Randell, Alison <alrandell@mun.ca>; Lake, Chris <c.lake@mun.ca>  
**Cc:** Barrington, Gerard <gbarrington@mun.ca>  
**Subject:** Re: alternate email for Shoshannah Ganz, profs teaching MALA courses, and current MALA students

It's not mummail/Google...I think Gerard's team needs to disable the forwarding.

Sarah

Sarah Arnott | Manager Strategy, Planning & Liaison

Office of the Chief Information Officer  
Memorial University of Newfoundland  
St. John's, Newfoundland  
T 709 864 2984  
[www.mun.ca](http://www.mun.ca)

---

**From:** Arnott, Sarah <sarnott@mun.ca>  
**Sent:** Thursday, January 4, 2024 5:17:40 PM  
**To:** Fillier-Skinner, Penny <penny@mun.ca>; Randell, Alison <alrandell@mun.ca>; Lake, Chris <c.lake@mun.ca>  
**Cc:** Barrington, Gerard <gbarrington@mun.ca>  
**Subject:** Re: alternate email for Shoshannah Ganz, profs teaching MALA courses, and current MALA students

Looping in Gerard as him team may need to disable. If they have MUN Gmail, I think they can turn off forwarding themselves by logging in to <http://munmail.mun.ca>.

Sarah

Sarah Arnott | Manager Strategy, Planning & Liaison

Office of the Chief Information Officer  
Memorial University of Newfoundland  
St. John's, Newfoundland  
T 709 864 2984  
[www.mun.ca](http://www.mun.ca)

---

**From:** Fillier-Skinner, Penny <penny@mun.ca>  
**Sent:** Thursday, January 4, 2024 5:07:32 PM  
**To:** Randell, Alison <alrandell@mun.ca>; Lake, Chris <c.lake@mun.ca>; Arnott, Sarah <sarnott@mun.ca>  
**Subject:** FW: alternate email for Shoshannah Ganz, profs teaching MALA courses, and current MALA students

Should have copied all of you. Faculty at Grenfell with the email forwarding enabled.

**From:** Shoshannah Ganz [redacted] s. 40(1)  
**Sent:** Thursday, January 4, 2024 5:30 PM  
**To:** Kim, Andrew <akim@mun.ca>  
**Cc:** Fillier-Skinner, Penny <penny@mun.ca>; Simms, Elizabeth <elizabeth.simms@mun.ca>  
**Subject:** Re: alternate email for Shoshannah Ganz, profs teaching MALA courses, and current MALA students

s. 40(1)

And also get access to microsoft [redacted] since we can't use the computers at Grenfell or set up by Grenfell.

On Thu, Jan 4, 2024 at 4:58 PM Kim, Andrew <akim@mun.ca> wrote:

Penny, [redacted]

s. 29(1) (a)

Thanks.

Andrew

ANDREW KIM (he/him) | DIRECTOR, GRADUATE ENROLMENT SERVICES

School of Graduate Studies, Memorial University  
St. John's, Newfoundland and Labrador, Canada  
Email: [akim@mun.ca](mailto:akim@mun.ca)  
Phone: 709-864-2439  
[www.mun.ca/become/graduate](http://www.mun.ca/become/graduate) (prospective graduate students)  
[www.mun.ca/sqs](http://www.mun.ca/sqs) (current graduate students)

*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

**From:** Shoshannah Ganz [redacted] s. 40(1)  
**Sent:** Thursday, January 4, 2024 5:18 PM  
**To:** Kim, Andrew <akim@mun.ca>  
**Subject:** Re: alternate email for Shoshannah Ganz, profs teaching MALA courses, and current MALA students

Hi Andrew,  
my [sg0721@mun.ca](mailto:sg0721@mun.ca) email is set up to forward emails to my grenfell email address and so I can get into it but nothing goes to that address but is forwarded directly to the grenfell one. [redacted] s. 29(1) (a)

[redacted]

s. 40(1)

Anyway, yes I wish they would allow me to get emails through my MUN address. That would be most convenient, but for now I'm using my brand new [redacted] account.  
best,  
shosh s. 40(1)

On Thu, Jan 4, 2024 at 12:38 PM Kim, Andrew <akim@mun.ca> wrote:

Hi Dr. Ganz. Great to hear about the MALA students being in contact. We're emailing all Grenfell Campus grad students in about an hour so they know they can contact SGS directly 7 days a week. We also set up daily morning meetings (10 mins) with Dr. Cheema and Nadia. Nadia will invite GO's to that soon.

Do you have access to your MUN (not Grenfell) email that we could use and post?

Thank you.

Andrew

ANDREW KIM (he/him) | DIRECTOR, GRADUATE ENROLMENT SERVICES

School of Graduate Studies, Memorial University  
St. John's, Newfoundland and Labrador, Canada  
Email: [akim@mun.ca](mailto:akim@mun.ca)  
Phone: 709-864-2439  
[www.mun.ca/become/graduate](http://www.mun.ca/become/graduate) (prospective graduate students)  
[www.mun.ca/sgs](http://www.mun.ca/sgs) (current graduate students)

*We acknowledge that the lands on which Memorial University's campuses are situated are in the traditional territories of diverse Indigenous groups, and we acknowledge with respect the diverse histories and cultures of the Beothuk, Mi'kmaq, Innu, and Inuit of this province.*

**From:** Shoshannah Ganz [REDACTED] s. 40(1)  
**Sent:** Thursday, January 4, 2024 12:59 PM  
**To:** Kim, Andrew <[akim@mun.ca](mailto:akim@mun.ca)>  
**Subject:** alternate email for Shoshannah Ganz, profs teaching MALA courses, and current MALA students

Dear Andrew,  
Happy New Year.

Here is an alternate email list for the profs teaching courses in MALA this semester and for the current MALA students. I also wanted you to have my alternate email. My @mun one is permanently set to fwd and people are too busy to change that, so I made a new [REDACTED] one. s. 40(1)  
All MALA students and profs are now in contact and have things like classrooms and contact info.

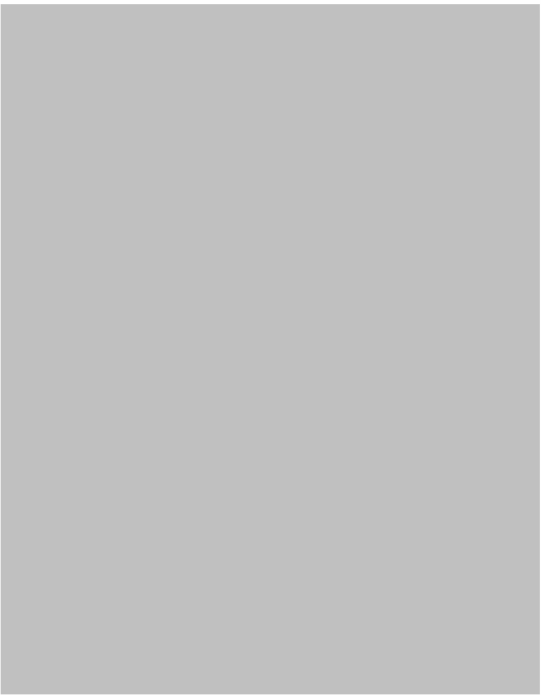
Would it be possible to post my alternate email on the MUN website? I'm concerned that potential students might be trying to contact me and the whole of Grenfell's website being down and all profs unreachable doesn't send a very reassuring message.  
If you have an alternate email for Nadia (and would forward this to her) it would be much appreciated.

Adam Beardsworth s. 40(1)  
[REDACTED]

cc:

[REDACTED]

s. 40(1)



s. 40(1)

**Butler, Kaitlin Sophia**

**From:** Newt's Hinterland [redacted] s. 40(1)  
**Sent:** Thursday, January 4, 2024 8:14 PM  
**To:** McDougall, Greg; Kevin Garnier; Tobin, Holly; Randell, Alison  
**Cc:** Battcock, Barbara; Luther, Rayna Jenevieve; Travis Walker (he/him)  
**Subject:** Re: [EXTERNAL SENDER] Power outage request

Hi everyone.

I gree with adding it to the EOC agenda.

s. 29(1) (a) s. 31(1)(l)

[redacted]

Thanks,

Newton

Sent from Newton's mobile device.

---

**From:** McDougall, Greg <gmcdougall@mun.ca>  
**Sent:** Thursday, January 4, 2024 4:40:24 PM  
**To:** Kevin Garnier [redacted]; Tobin, Holly <htobin@mun.ca>; [redacted] s. 40(1)  
[redacted]; Randell, Alison <alrandell@mun.ca>  
**Cc:** Battcock, Barbara <bbattcock@mun.ca>; Luther, Rayna Jenevieve <rluther@mun.ca>; Travis Walker (he/him) <travis.walker@nortonrosefulbright.com>  
**Subject:** Re: [EXTERNAL SENDER] Power outage request

Let's chat tomorrow. Bringing a few more people into the call.

s. 29(1) (a) s. 31(1)(l)

[redacted]

Alison, could we plan for a 10 minute outage for next Wednesday?

Greg

Greg McDougall  
Office of the Chief Risk Officer  
Memorial University of Newfoundland  
FM 1020, 14 Phelan Road  
St. John's, Newfoundland | A1C 5S7  
Cell: [redacted] s. 40(1)

Email: gmcdougall@mun.ca <<mailto:gmcdougall@mun.ca>>

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s. 40(1)

s. 40(1)

On 2024-01-04, 4:35 PM, "Kevin Garnier" <<mailto:>> wrote:

Privileged and Confidential - Prepared at the request of Counsel - Power outage request

Hi all

Wanted to confirm that there's approval and consensus on a request from NL Power for a power shut on Wed Jan 10th (5am). I was contacted a short time ago by their rep who noted that date was provided to them from the OCRO, and for it to be confirmed ok with me. Wanted to be be sure this is OK with all required before agreeing and setting their planning in motion.

Would like to flag for EOC in morning, please include as an item in any talks wherever necessary.

Thanks

Kevin

Sent from my iPhone

**Butler, Kaitlin Sophia**

**From:** Randell, Alison  
**Sent:** Thursday, January 4, 2024 10:04 PM  
**To:** Barrington, Gerard; Walsh, Deidre  
**Subject:** Fwd: [EXTERNAL SENDER] Campus 3 Order Confirmation - Enrollment Number [REDACTED] {~540431955839992865~}

s. 31(1)(l)

[REDACTED] s. 29(1) (a)

**From:** Microsoft Volume Licensing Operations <msvlop@microsoft.com>  
**Sent:** Thursday, January 4, 2024 10:02:44 PM  
**To:** Randell, Alison <alrandell@mun.ca>  
**Subject:** [EXTERNAL SENDER] Campus 3 Order Confirmation - Enrollment Number [REDACTED] {~540431955839992865~}

s. 31(1)(l)

**Microsoft Campus 3 Order Confirmation Notice 4500712353**

2024-01-04

Alison Randell  
MUN-60719593-St. John's  
BLDG T12  
RM CS-1000  
ST JOHN'S, NL A1C 5S7  
Canada

Dear Alison Randell

Thank you for submitting your order, through your chosen Channel Partner, under your Enrollment for Education Solutions We are pleased to inform you that Microsoft has received and accepted this order for the software licenses and quantities as detailed in the table below.

Please refer to your Enrollment for Education Solutions for your payment obligations and details on your evidence of license. Order details are retrievable via Volume Licensing Services Center (VLSC) at <https://www.microsoft.com/licensing/servicecenter/>.

**Microsoft Volume License Agreement Summary**

Customer Name	MUN-60719593-St. John's
Volume Licensing Program	Campus 3
Primary Contact	Alison Randell

Notices Contact	Alison Randell
Channel Partner	
Agreement Number	██████████ s. 31(1)(l)
Enrollment Number	██████████
Effective Date	2018-08-01
Expected Effective End Date	2024-07-31

**Order Details:**

Please note that STU under Offering denotes Student and FAC denotes Faculty & Staff

Part Number	Product Description	Quantity Ordered*	Coverage Period	Offering
PYQ-00001	M365 A5 Security Edu Sub Per User	365	Feb 01, 2024 - Jul 31, 2024	FAC
AAA-73004	M365 A3 Original Edu Sub Per User	365	Feb 01, 2024 - Jul 31, 2024	FAC

\* If a minus quantity is stated in the Quantity Ordered sections below, this means that we have reduced your previous order by the number of licenses reflected. Please refer to VLSC for the updated summary of all your Licensing Enrollment details.

**Volume Licensing Product Keys (VLKs):** Your VLKs are available to you when you log into the Microsoft Volume License Service (VLSC) web site and click on the "Volume License Keys" link.

Volume License Key (VLK). To install specific licensed products you will need to use a Volume License Key. This VLK is issued to your company for your exclusive use for each specific license purchase. VLKs must be used with the appropriate Volume License media. You agree to use your best efforts to keep a secure record of this product key including not disclosing this product key to any unauthorized third party. You may see VLKs for older product versions; this is to support downgrade rights under the license agreement where customers can acquire the latest version of a product and use an older version.

VA 1.0 - Volume Activation 1.0 is the first generation of VLKs. This key bypasses product activation.

VA 2.0/MAK - Volume Activation 2.0/Multiple Activation Key: this key will activate Microsoft Windows Vista through the internet or telephone, and have a limited number of activations associated with them. Computers can be activated on an individual basis or by a central computer which can activate multiple computers at a time. If you require a MAK please click on the Request Multiple Activation Key(s) link.

VA 2.0/KMS - Volume Activation 2.0/Key Management Service: this key will be used to enable a new service in your environment that will automatically activate Windows Vista computers. You must have a minimum of 25 Windows Vista computers connected together to use the KMS, and all computers will be required to check back to the central service twice per year to stay activated.

For more information about Volume License Keys, including additional information on key types, best practices, and deployment options, go to: <https://licensingapps.microsoft.com/product-activation>.

If you have ordered Russian language products or experience any problems with your Product Keys and wish to obtain your local Microsoft Activation Center phone number, please go to <http://www.microsoft.com/licensing>.

If you have any questions, please contact your Channel Partner who will work with Microsoft on your behalf.

Thank you for doing business with Microsoft

*As referenced herein, "Microsoft" means the entity with which you have contracted.*

Cc: