

# ***Board of Governors – Regular Meeting***

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Minutes of the Regular Meeting of the NSCC Board of Governors, held on April 19, 2018 at the Lunenburg Campus in Bridgewater.

## **MINUTES**

### **Board Members Present:**

Bob MacEachern (Vice Chair)  
Ian Cavanagh  
Kevin Cowper  
Howie Doiron  
Jennifer Gogan  
Liza Macdonald  
John Lindsay  
Matt Madden  
Tiffany Mattinson  
Steve Maltby  
Akash Pandey  
Rustum Southwell  
Marlene Usher  
John Volcko

### **Board Members Regrets:**

Mike Brien (Chair)  
Judith Ferguson  
Amanda Peters  
Dave Saxton  
Sarah Young

### **Also Present:**

Don Bureaux, President  
Monica Foster, CFO & VP College Services  
Rosalind Penfound, VP Organizational Development  
Cathy MacLean, VP Campuses and Communities  
Anna Burke, VP Academic  
Christabell Pinchin, Secretary, Board of Governors  
Erin Elliott, Executive Assistant to the President  
  
Dan Ingersoll, Partner, Cox & Palmer  
Cheryl Lee Verville, Human Resources  
Blair Lipsett, Past Board – Lunenburg Campus  
Adam LePage, Past Board – Lunenburg Campus  
Lunenburg Campus Staff and Students: Peter MacLean, Brian Evans, Suzette Low, Brent Mattinson, Craig Collins, Sharon Haughn, Jake Smith, Susan Sandford, Dawn Townsend and Brendon Matheson.

## **1. Call to Order**

Quorum being present, Bob MacEachern, the Vice-Chair, called the meeting to order and thanked Craig Collins, Principal and his assistant Sharon Haughn for the warm welcome to Lunenburg Campus. The Chair thanked Chef Fuhlendorf, Chef Matuchet, cook Dawn Conrad and the culinary students who prepared the food for the meeting.

Before the meeting began, the Vice-Chair acknowledged that we are in traditional Mi'kmaq unceded territory. He reminded Governors that we act in the best interest of the College, we demonstrate good judgement and act in an ethical manner, maintain confidentiality and comply with the Board's By-Laws and policies. Lastly, he noted we encourage diverse conversation but leave with one voice.

## **2. Declaration of Conflict of Interest**

No conflicts were declared for the regular portion of the meeting.

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### **3. Consent Agenda**

The Vice-Chair reminded Governors that the Consent Agenda allows the Board more time for items that require further explanation and discussion.

It was moved by Marlene Usher / Liza Macdonald

*That the Board of Governors approve the consent agenda for the April 19, 2018 meeting as presented. (Agenda, February 15, 2018 Minutes, Risk Management Policy, and Governance Committee Terms of Reference)*

This motion was put to a vote and

CARRIED.

### **4. Move to In-Camera <see In-Camera Minutes>**

It was moved by Marlene Usher / John Lindsay

*That the NSCC Board of Governors Meeting of April 18, 2018 move to In-Camera.*

This motion was put to a vote and

CARRIED.

### **5. Education: Lunenburg Campus Past/Present/Future**

Craig Collins, Principal for Lunenburg Campus presented. He began by welcoming the Board to Lunenburg County the Balsam Fir Christmas Tree Capital of the World. He shared a bit of the history of Lunenburg Campus noting that it began as the Lunenburg Regional Vocational School that opened September 1969. Craig talked about the program mix at the campus and shared a bit about the staff, students and community. Craig asked Brendon Matheson to speak about his experience as a student in the Achieve program. Craig finished his presentation by speaking about some of the community partnerships the campus continues to foster and noted that each Board member has been provided with a seedling to plant.

### **6. Governors' Dialogue**

It was moved by Tiffany Mattinson / John Lindsay

*That the NSCC Board of Governors regular meeting of April 19, 2018 move to Governors' Dialogue.*

This motion was put to a vote and

CARRIED.

**<< Minutes were not captured for Governors' Dialogue. >>**

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### **7. Governors' Dialogue Adjourn**

It was moved by Ian Cavanagh / Howie Doiron

*That the Governors' Dialogue of April 19, 2018 adjourn and move to the regular meeting.*

This motion was put to a vote and

CARRIED.

### **8. President's Report / Update**

Don Bureaux provided an update and referred to the President's Report that was included with the meeting materials. He noted that this year there will be 21 convocation ceremonies beginning in approximately 6 weeks. Having a few more ceremonies allows for smaller celebrations which are more enjoyable for the students and guests. Don shared a brief update on enrolment and noted that enrolment is tracking well, and confirmations are up approximately 400 from this time last year.

### **9. Committee Updates**

#### **Executive Committee:**

**Foundation Update:** Don Bureaux provided a brief update on the Foundation. He noted that because the campaign goal has technically been met, there have been some discussion about possibly reaching for a \$30M result.

**Finance, Audit & Risk Committee:** Monica Foster provided a brief update on the Finance, Audit and Risk Committee Meeting. The Risk Management Policy was provided within the Consent Agenda. The Business Plan and Operating Budget were discussed during in-camera. She referred to the Statutory Liabilities that were included with the meeting materials.

**Programs Committee:** Anna Burke provided an update on the Programs Committee Meeting. She noted that many of the items were covered during the in-camera portion of the meeting.

**Governance Committee:** Cathy MacLean provided an update on the Governance Committee Meeting. She noted that the Committee had an overview of legal services at the College and Joe Fraser, provided an update on Diversity and Inclusion Office. Cathy asked that the minutes reflect that formal notice has been provided to the Board that the By-Laws are being reviewed and will be brought forward in June with minor revisions for approval.

Joe Fraser provided a high-level overview of the new Sexual Violence Policy that was provided with the meeting materials. He noted that he provided a detailed review of the draft policy at the Governance Committee meeting. Governors had the opportunity to engage in conversation and discussion with Joe with regards to the proposed policy.

It was moved by John Lindsay / Kevin Cowper

*That the NSCC Board of Governors approve the Sexual Violence Policy as presented.*

This motion was put to a vote and

CARRIED.

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### **10. Student Governors' Comments**

Akash Pandey, Metro Student Governor provided an update to the Board. Akash spoke about recent events at the Ivany Campus and shared that most business students he knows already have employment lined up following graduation.

Tiffany Mattinson, Provincial Student Governor provided an update to the Board. Tiffany spoke about the recent Student Life Awards event held in Truro. She highlighted some of the award recipients including the John Driscoll Advisor Award and the Leadership Award and she noted that the SHIFT awards, recognizing student and staff entrepreneurial efforts, were also presented.

### **11. Other Business**

A Governor asked what will happen to the current Marconi Campus building after the relocation. It was noted that the Province owns the building, not the College.

### **12. Adjourn**

The Vice-Chair called to adjourn the meeting and move to Governors' Forum.

It was moved by Rustum Southwell / Matt Madden

*That the NSCC Board of Governors regular meeting of April 19, 2018 adjourn and move to Governors' Forum.*

This motion was put to a vote and

CARRIED.

Approved by Board Motion: June 21, 2018