

Board of Governors – Regular Meeting

Minutes of the Regular Meeting of the NSCC Board of Governors, held on December 10, 2020 remotely via Microsoft Teams.

MINUTES

Board Members Present:

Judith Ferguson (Chair)
Howie Doiron (Vice Chair)
Daniel Abbott
Dima Aburub
Lore Bowers
Mike Buist
Trevor Capern
Karen Churchill
Jim King
John Lindsay
Stephen Maltby
Sara Napier
Amanda Peters
Rustum Southwell
Paul Tingley
Marlene Usher
John Volcko

Board Members Regrets:

Sam Harvie
Jeff Ransome

Also Present:

Don Bureaux, President
Monica Foster, CFO & VP College Services
Rosalind Penfound, VP Organizational Development
Anna Burke, VP Academic
Lynn Hartwell, VP Campuses & Communities
Christabell Pinchin, Secretary, Board of Governors
Erin Elliott, Executive Assistant to the President

Chris Daly, Director, Policy, Planning & Research
Janet Byrne, Director, Organizational Development
Katie Orr, Director, NSCC International
Michelle Bussey, Executive Director, NSCC Foundation
Samuel Kiragu, Faculty, Ivany Campus
Tom Gunn, Dean
Yvan Silva, Student
Bruce Kelloway, Manager, Labour & Employee Relations
Lena Diab, Minister Labour and Advanced Education
Duff Montgomerie, Deputy Minister, Labour and Advanced Education

1. Call to Order

Quorum being present, Judith Ferguson, the Chair, called the meeting to order. She welcomed Mike Buist, Kingstec Facilities Electrician and Daniel Abbott, second-year Business Administration student also from Kingstec Campus. She noted that first-year student Sam Harvie from Ivany Campus is unable to attend today.

The Chair noted that several guests will be joining the meeting at various points including the Minister and Deputy Minister of Labour and Advanced Education. She noted that at the end of the meeting Stephen Maltby and John Volcko will be recognized as well as Rosalind (Roz) Penfound, Vice President, Organizational Development at their final meeting.

Before the meeting began, the Chair acknowledged that we are in traditional Mi'kmaq unceded territory and ancestral homeland of the Mi'kmaq Nation. Our relationship is based on a series of Peace and Friendship treaties between the Mi'kmaq Nation and the Crown, dating back to 1725. In Nova Scotia we recognize that we are all Treaty people.

She 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. She noted we encourage diverse conversation but leave with one voice.

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2. Declaration of Conflict of Interest

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

3. Consent Agenda

It was moved by Rustum Southwell / John Lindsay

That the Board of Governors approve the consent agenda for the December 10, 2020 meeting as presented. (Agenda; Minutes, October 22, 2020; Committee Chair Placements; External Audit Engagement; and the Banking Resolution and Addendum Update)

This motion was put to a vote and

CARRIED.

4. Move to In-Camera

It was moved by Lore Bowers / Stephen Maltby

That the NSCC Board of Governors Meeting of December 10, 2020 move to In-Camera.

This motion was put to a vote and

CARRIED.

5. NSAA Stewardship Report

Anna Burke, Vice President Academic presented the Nova Scotia Apprenticeship Agency and Nova Scotia Community College joint stewardship report. This report was previously approved by the Agency's Board. The report requires approval by both Board's prior to submitting to the Minister. Anna invited Tom Gunn, Dean, Trades & Transportation to the meeting for this presentation. Anna noted that the Apprenticeship Agency was formed in 2014. When it was created there were changes in the *Apprenticeship and Trades Qualification Act* and the *Community College's Act*. The changes created a Joint Stewardship of the Apprenticeship System. As Vice President, Academic, Anna has a seat on the Apprenticeship Agency Board. To support the work of joint stewardship, a Joint Stewardship Leadership Table was established. This table is Chaired by Marjorie Davison who is the CEO of the Apprenticeship Agency and Anna. Tom and Anna are presenting the highlights of the report here today but she noted that there are many senior leaders who work to help the Apprenticeship Agency be stronger for the province of Nova Scotia.

Tom Gunn indicated the need for skilled trades in Nova Scotia is very high. As we develop skilled trades for the province, we improve the competitive edge of the province as well. The relationship between the College and the Agency in Nova Scotia is quite unique in Canada. Some of the projects that we have worked on in the past year include the Pathways to Shipbuilding Project. We had 20 African Nova Scotian students graduate from the welding program at the Akerley Campus; 19 of the 20 were employed by Irving. The Apprenticeship Agency had a special mandate to respond to the forestry work in Nova Scotia, including assisting some of the Northern Pulp employees to get their red seal certification. Thirty-two

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individuals were referred to the College through this project. The College continues to work with the Agency for the forestry initiative to upgrade the skills development in the forestry sector. The Atlantic Harmonization is a major initiative for Atlantic Canada and Nationally. Every province has their own regulations. There is a move to harmonize those regulations, so we are recognized between provinces. There has been an incredible amount of work on this project. Currently the project is in Phase III of Atlantic Harmonization and working toward some of the National Harmonization components.

With large amounts of infrastructure work happening in Cape Breton, the Province has implemented regulations that ensure 25% of the workforce must be apprentices and of that 25%, 10% needs to be from under-represented groups. Tom indicated the College is working closely with the Apprenticeship Agency on this important work and the demand will continue over the next few years as the work continues in Cape Breton. For example, the Sheet Metal program is happening in collaboration with the Unions in Cape Breton and the Agency where 9 of the 12 students are from under-represented groups. Though it is not confirmed, there is talk of the 25% - 10% requirement being implemented across the province.

The Chair invited Governors to ask questions and discuss the report. It was noted that the report for next year should have a bit more of an effort on highlighting the good work and the short fallings of work and initiatives. The Apprenticeship movement is critically important, and the report should highlight that progress more clearly.

It was moved by Jim King / John Volcko

That the NSCC Board of Governors approve the NSAA 2019-2020 Stewardship Report as presented.

This motion was put to a vote and

CARRIED.

6. President's Update

Don referenced the report which was included in the meeting materials. He noted that the 2020 calendar year is coming to an end and there is much to look back and be proud of as an institution in this pandemic environment. The past few months, Don took time to conduct virtual-campus tours and meet with the principals and their management teams to hear and learn, first hand, how things are going. There is a level of fatigue in the institution that we haven't seen before. He then noted that even with that fatigue the 'get-it-done' attitude is loud and evident with faculty and staff stepping up and supporting students.

Looking ahead to 2021, we as a College are locked on the notion that the economy is changing rapidly, in Nova Scotia, as defined by the 4th Industrial Revolution, we will continue to see a skilled workforce shortage in the province of Nova Scotia, and the inequities that exist in society have been affected the most as a result of COVID-19.

7. Committee Update

Foundation Update:

John Lindsay provided a brief update on the Foundation. He referenced that a report was included with the meeting materials. The Foundation Board met yesterday and he was pleased

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to report that the Foundation Board is moving forward vigorously and with great commitment on the launch of the new 'Lead the Way' campaign. It is an iteration of the 'Make Way' campaign. John stressed the importance of the Board of Governors all being donors to the Foundation as it is an important factor in running a campaign to be able to indicate the Board of Governors is 100% in support of the fundraising initiatives.

Naming Rights Policy

Michelle Bussey, Executive Director of the NSCC Foundation presented the Naming Rights policy. She indicated that the policy, though new, is a refresh of the procedures document previously approved by the Board that accompanied the Fundraising Policy. She noted any funded naming opportunity it would be a 10-year time limit. If the College wants to honor somebody in a naming, it is the College's decision on the time. Any previous naming's are grandfathered. In light of timing the presentation was brief and the written materials provided in advance were referenced as the details were included there for the policy updates.

It was moved by John Lindsay / Rustum Southwell

That the NSCC Board of Governors approve the new Naming Rights Policy, effective December 10, 2020.

This motion was put to a vote and

CARRIED.

Finance, Audit & Risk Committee:

Marlene Usher, Chair Finance, Audit and Risk Committee provided a meeting update. Marlene indicated that Monica Foster did a presentation where she outlined that the original estimated deficit of \$11M is now forecasted at approximately \$5M. The expenditures are very much being controlled. The Committee felt confident in the response of the College.

It was moved by Marlene Usher / Jim King

That the NSCC Board of Governors approve Second Quarter Financial Report for the period ending September 30, 2020.

This motion was put to a vote and

CARRIED.

Second Quarter Business Plan Report Card

Chris Daly presented the Second Quarter Business Plan Report Card and provided a brief overview. He indicated that some of the initiatives were deferred or delayed due to COVID-19 and timing is being considered as the impacts of COVID-19 are still uncertain in some areas. It was noted that though some work is still continuing on campuses, related to the specific initiatives, the overall initiative may be marked as delayed or deferred because not all tasks required to complete the initiative are continuing during the pandemic.

Capital Projects' Update

Monica Foster, Vice President College Services very briefly updated Governors on the three capital projects. She referred to the report that was include with the meeting materials ad noted that all three projects are basically complete. The projects are on budget. The College

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strategically decided to slow the completion for financial reasons until after April 1st as there isn't a need to take on depreciation.

Downtown Sydney Campus Update

Monica Foster, Vice President College Services provided a brief update on the Downtown Sydney Campus. She noted the report was included with meeting materials. The piling work is complete, steel tenders have closed, and demolition is almost complete. The final piece on the O'Neill property is underway. She referred to the social procurement project and accessibility workshop helping to frame the new building. Early in the process but off to a good start for a 2024 completion.

Programs Committee Update:

Paul Tingley, Chair of Programs provided a brief meeting update. He indicated that during the meeting Ashley Delong presented on enrolment update for 2020/2021. Jennifer Archer provided a program review status report. Anna Burke and Tom Gunn presented the NSAA Report that was presented earlier in this meeting. There were two section deferrals during the in-camera portion of the meeting. A lighter meeting for Programs.

8. Student Governors' Comments

Daniel Abbot provided a student update. He began by thanking everybody for welcoming him to the Board. Daniel moved to Nova Scotia in 2018 from Newfoundland and now lives in the Annapolis Valley just outside of Bridgetown. NSCC played a huge part of Daniel's professional and personal development. He graduated from ALP program in 2019 and began the Business Administration program at Kingstec that following September, where he became quite involved volunteering with the Student Association. He currently serves as the President of the Student Association at Kingstec and also sits on the Board with Student Nova Scotia. He indicated that the COVID-19 pandemic has globally caused difficulties for individuals trying to maintain their mental and physical wellbeing. Daniel shared details about a partnership the student association across the province is looking at developing to allow students and staff with online fitness classes. He concluded his updated by thanking the Foundation for the support they have provided to students with internet sticks, laptops, awards and bursaries creating positive impacts to students' lives during this difficult time.

9. Labour and Advanced Education

Minister Lena Diab and Deputy Minister Montgomerie joined the meeting. Fellow Governor, Dima Aburub formally welcomed Minister Diab in Arabic, and then shared her story as a new Canadian and NSCC grad. Don Bureaux introduced Katie Orr, Director, NSCC International who presented with both Yvan Silva, Student and Samuel Kiragu, Faculty. The presentation covered the work the International Office is doing and the positive impacts on immigration in the province. Minister Diab addressed the Board and engaged in conversation with Governors.

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10. Other Business

It was the final meeting for both John Volcko and Stephen Maltby. The Chair and President thanked both John and Stephen for their dedication and commitment to the College and indicated that a thank you gift will be sent to them. The Chair then indicated it was the final meeting for Rosalind Penfound, Vice President, Organizational Development.

11. Adjourn

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

It was moved by John Volcko / Stephen Maltby

That the NSCC Board of Governors regular meeting of December 10, 2020 adjourn and move to Governors' Forum.

This motion was put to a vote and

CARRIED.

Approved by Board Motion: February 18, 2021