

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

---

Minutes of the Regular Meeting of the NSCC Board of Governors, held on December 14, 2017 at the IT Campus in Halifax.

## **MINUTES**

### **Board Members Present:**

Dave Saxton (Chair)  
Mike Brien (Vice Chair)  
Howie Doiron  
Judith Ferguson (left early)  
Jennifer Gogan  
John Lindsay  
Bob MacEachern  
Matt Madden  
Tiffany Mattinson  
Amanda Peters  
Michael Robinson  
Rustum Southwell  
Sarah Young  
John Volcko

### **Also Present:**

Don Bureaux, President  
Monica Foster, CFO & VP College Services  
Cathy MacLean, VP Campuses and Communities  
Anna Burke, VP Academic  
Rosalind Penfound, VP Organizational Development  
Christabell Pinchin, Secretary, Board of Governors  
Erin Elliott, Executive Assistant to the President  
  
Duff Montgomerie, Deputy Minister, LAE  
Ava Czapalay, Executive Director, LAE

### **Board Members Regrets:**

Ian Cavanagh  
Liza Macdonald  
Steve Maltby  
Akash Pandey  
Marlene Usher

## **1. Call to Order**

Quorum being present, Dave Saxton, the Chair, called the meeting to order.

The Chair welcomed Kevin Cowper and Tiffany Mattinson to their first meeting. He noted that Akash Pandey is sick and unable to participate today.

The Chair noted that this year in lieu of a holiday reception a few treats were provided. The culinary students at Akerley Campus created holiday boxes of goodies and the English for Academic Purposes students from IT Campus provided cookbooks for each Board Member.

The Chair acknowledged that we are in traditional Mi'kmaq territory and reminded Governors that we act in the best interests of the College, we demonstrate good judgment and act in an ethical manner, maintain confidentiality and comply with the Board's By-Laws and policies.

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

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

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

---

### **3. Consent Agenda**

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

It was moved by Rustum Southwell / Kevin Cowper

*That the Board of Governors approve the consent agenda for the December 14, 2017 meeting as presented. (Agenda, October 26, 2017 Minutes, Committee Placement, Committee Chair, External Audit Engagement, Fraud Policy, Occupational Health & Safety Policy, Sustainability Policy, Employee Success Policy, and Fair Hiring Policy)*

This motion was put to a vote and

CARRIED.

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

It was moved by Amanda Peters / Tiffany Mattinson

*That the NSCC Board of Governors Meeting of December 14, 2017 move to In-Camera.*

This motion was put to a vote and

CARRIED.

### **5. President's Update**

Don highlighted a few items from his President's Report, that was included with the meeting materials, including details on the RedSpace alumni event, Emily Fricker, the Marconi Campus announcement and that the Make Way Campaign is currently sitting at \$2.2 Million.

### **6. NSAA / NSCC Stewardship Report Update**

Anna Burke noted that the NSAA / NSCC Stewardship report is still under development is anticipated to be complete in time for the February meeting for review and approval.

### **7. Labour and Advanced Education Visit**

Duff Montgomerie, Deputy Minister, Labour and Advanced Education and Ava Czapalay, Senior Executive Director, Labour and Advanced Education joined the meeting. Each governor took a few moments to introduce themselves and express why they joined the NSCC Board, which included reasons such as, post-secondary education advocate, the College matters, economy driver, family connection, NSCC alumni, integral to construction industry, and to gain a full student experience.

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

---

Deputy Minister Montgomerie addressed the Board. He began by reflecting on his time working with the former Premier Dr. Hamm and the pride that Dr. Hamm had for the College and passion with the Campus build on the Dartmouth waterfront. The Deputy talked about the trip to Waterloo with the Premier and post-secondary presidents which led to the innovation tables and this province's success with relationships that stemmed from that, including IBM as an example. He reported that IBM just hired their 500<sup>th</sup> employee at the innovation centre in Halifax.

Deputy Minister Montgomerie noted the collaboration with the College and universities in the province, Dalhousie for example. The ability to be nimble and responsive to the needs of the province makes the College an economic driver for the province and noted Med Lab as an example. The NSAA/NSCC relationship is instrumental for the future of the province and Deputy Minister spent a few moments talking about that relationship and positive impacts. Deputy Minister Montgomerie complimented the College on the Make Way campaign and the success to date. The final item Deputy Montgomerie discussed was the new campus location for Sydney, and that meetings will begin in January.

He passed along best regards from Minister Kousoulis who was unable to attend the meeting due to conflicting schedules.

Board Members had an opportunity to engage in conversations with both Deputy Minister Montgomerie and Ava Czapalay. The Chair thanked them for attending the meeting and speaking to the Board.

### **8. Move to Governors' Dialogue**

It was moved by Matt Madden / Judith Ferguson

*That the NSCC Board of Governors' meeting of December 14, 2017 move to Governors' Dialogue.*

This motion was put to a vote and

CARRIED.

**Governors Dialogue adjourned and the regular meeting resumed.**

### **9. Committee Updates**

**Finance, Audit & Risk Committee:** Dave Saxton provided an overview of the Finance, Audit and Risk Committee meeting. He noted that the committee reviewed the audit charter and plan with Bruce Spares. The second quarter financials were reviewed in detail. Jim Kirk presented the annual IT Report. Monica Foster presented the annual Risk Report at the meeting.

It was moved by Mike Brien / Kevin Cowper

*That the NSCC Board of Governors approve the Second Quarter Financial Report for the period ending September 30, 2017.*

This motion was put to a vote and

CARRIED.

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

---

**Governance Committee:** Bob MacEachern provided an overview of the recent Governance Committee meeting. The Committee reviewed a number of policies that were included in the Consent Agenda today. Bob noted that the Sustainability Report was presented and the Occupational Health & Safety Annual Report was presented. Rosalind Penfound provided an update on Legal Services since a year ago when the College had gone to tender for legal services. Bob noted that the Board Code of Conduct will be reviewed by the Governance Committee in the spring.

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

Tiffany Mattinson provided an overview of Challenge Nova Scotia, which was highlighted in the President Report. She noted that participation increased from 185 last year to 238 with equal participation between rural and metro. Tiffany noted that the first-place winners were from Kingstec. It was noted that links to the winning video can be found in the President's Report.

### **11. Other Business**

This meeting marked the final meeting for Dave Saxton as Chair of the Board. Don Bureaux took a few moments to thank Dave for his service. Dave Saxton was presented with a gift of thanks.

### **12. Adjourn & Move to Governors' Forum**

It was moved by John Lindsay / Rustum Southwell

*That the NSCC Board of Governors regular meeting of December 14, 2017 adjourn and move to Governors' Forum.*

This motion was put to a vote and

CARRIED.

Approved by Board Motion: February 15, 2018