

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

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Minutes of the Regular Meeting of the Nova Scotia Community College's Board of Governors, held remotely on June 23, 2022 at the IT Campus in Halifax.

## **MINUTES**

### **Board Members Present:**

Howie Doiron (Chair)  
Mike Buist  
Trevor Capern  
Mary Durant  
Lee Erickson  
Jim King  
Krista Jangaard  
Shawnee LaPorte  
Brandi Jean Lind  
John Lindsay (virtually)  
Diane MacConnell Cameron  
Sara Napier (virtually)  
Jackie Poirier  
Gerry Post  
Chief Sidney Peters  
Jeff Ransome (virtually)

### **Also Present:**

Don Bureaux, President  
Erin Elliott, Executive Assistant to the President  
Monica Foster, CFO & VP College Services (virtually)  
Lynn Hartwell, VP, Campuses & Communities (virtually)  
Christabell Pinchin, Secretary, Board of Governors  
Jill Provoe, Acting VP, Academic  
  
Carla Arsenault, Principal, Marconi Campus  
Glenda Barrett, Director, Financial Services  
Chris Daly, Director, Planning, Policy & Research  
Kellie McMullin, Manager, International Learning - Outgoing  
Sarah Metherall, Manager, Content & Creative  
Katie Orr, Director, NSCC International  
Beverley Simpson, Graphic Designer  
Staff & Students from International Programs

### **Board Members Regrets:**

Karen Churchill (Vice Chair)  
Quentrel Provo

## **1. Call to Order**

Quorum being present, Howie Doiron, the Chair, called the meeting to order.

He congratulated Brandi Jean Lind who graduated from Social Services with Honors, she received the Governor General academic Medal and the NSCC Alumni Award, plus addressed the graduating class as Valedictorian.

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.

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

## **2. Affirmation of Absence of Conflict**

Governors affirmed the absence of conflict of interest in the business coming before the Board.

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### **3. Consent Agenda**

Item 3.3 (Procurement Policy) from the Consent agenda was removed and added to the regular portion of the meeting. An additional revision to the policy was suggested during the Finance meeting earlier in the day. A printed copy of the newly revised language was provided to each Governor at the beginning of the meeting.

It was moved by John Lindsay / Jeff Ransome

*That the Board of Governors approve the revised consent agenda for the June 23, 2022 meeting as presented. (Agenda and Minutes, April 21, 2022; Board Reimbursement of Expenses Policy; and Governance Model)*

This motion was put to a vote and

CARRIED.

### **4. Committee Updates (Part One)**

#### **Governance Committee**

John Lindsay, Chair, Governance Committee provided a meeting update. He noted that the committee has been busy. He indicated the past two meetings the committee reviewed and is putting forward for approval the final Honorary Governor Policy and inaugural members. This is a high-level recognition for those who have served as Governors and recognizes their service but also maintains the College connection with them. He referenced the other items discussed at the meeting which included an update by Human Rights, Equity and Inclusion; a legal update and an update from Marketing and Branding. The Committee also reviewed and recommended for approval the NSCC Board Governance Model that was included in the Consent Agenda.

Chris Daly, Director, Policy, Planning and Research presented the draft Honorary Governor Policy that was included with the meeting materials and provided a high-level overview of the recommended policy.

It was moved by Mary Durant / Diane MacConnell-Cameron

*That the NSCC Board of Governors approve the new Honorary Governor Policy as presented.*

This motion was put to a vote and

CARRIED.

### **5. Move to In-Camera**

<<See In-camera Minutes>>

It was moved by Jackie Poirier / Jeff Ransome

*That the NSCC Board of Governors Meeting of June 23, 2022 move to In-Camera.*

This motion was put to a vote and

CARRIED.

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### **6. Celebrate with NSCC International**

Jill Provoe, Acting Vice President, Academic introduced both Katie Orr, Director, NSCC International and Kellie McMullin, Manager, International Learning – Outgoing who were joined by the following staff and students that participated in recent International Travel programs:

- Tara Laceby, Faculty
- Michelle Muis, Faculty
- Ella Hansen, Student
- Erika Nanistova, Student
- Anne McDonah, Academic Chair
- Sara Ede, Student
- Jenna Fitzpatrick, Student
- Morgan Lynch, Student
- Tyree Haley, Student Services Advisor
- Jaden Dixon, Student
- Mike Foster, Student
- Pierre Hepburn, Student

Katie and Kellie both spoke about NSCC International and the opportunities for staff and students to participate in various travel programs. They spoke about three travel programs including: Bridge the Ocean Finland Erasmus + Project that took place in May at Lappia Vocational College in Lapland Finland; Happiness Now – Tanzania Project that took place in May at Vocational Education Training Authority Hotel and Tourism Training Institute in Arusha, Tanzania; and Culture, Entrepreneurship, Leadership & Professional Skills Program Project that also took place in May 2022 at Clarence Fitzroy Bryan College in St. Kitts and Nevis.

Each of the guests had the opportunity to share a few details of their experience in their respective travel programs and Governors engaged in discussion with the guest presenters.

### **7. President’s Report/Update**

A President’s Report was included with the meeting materials. Don Bureaux provided a verbal update noted the College just concluded 21 graduation ceremonies that were held in-person for 4000+ graduates and shared that it was the first in-person convocation since 2019. He spoke briefly about enrolment and noted that enrolment is strong and there are ten weeks until classes begin in September.

### **8. Committee Updates (Part Two)**

#### **Finance, Audit & Risk Committee:**

Jackie Poirier, Chair, Finance, Audit & Risk provided an update from the Committee meeting. She indicated that the Committee met with the College’s external auditors to review the financial statements and annual audit. The financial statements have a clean audit opinion and strong financial results. She noted that the Committee also met with the internal auditor, reviewed the procurement policy updates and the updates to the Board’s reimbursement of expenses policy.

It was moved by Jeff Ransome / John Lindsay

*That the NSCC Board of Governors Meeting approve the Audited Financial Statements and accept the Year End Financial Summary as presented at the Regular Board Meeting of June 23, 2022.*

This motion was put to a vote and

CARRIED.

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Jackie then referenced the procurement policy and noted that during the meeting an additional change was requested, to include reference to the Rick Hansen Foundation Accessibility Gold Certification. It was agreed to put forward for approval with that addition and a copy was provided to Governors at the start of the meeting. It was then noted that the language captured on that copy should be further modified to read as follows for 4.7 d) vii. *Construction: Purchases relating to campus master planning, building renovation processes and new construction will incorporate sustainable procurement practices. Where practical, purchases for new construction will follow LEED standards and Rick Hansen Foundation Accessibility Gold Certification or demonstrated equivalence.*

It was moved by Chief Sidney Peters / Mary Durant

*That the NSCC Board of Governors approve the Procurement Policy as amended and presented at the Regular Board Meeting of June 23, 2022.*

This motion was put to a vote and

CARRIED.

### **Downtown Sydney Campus Update**

Monica Foster noted that the Downtown Sydney Campus report was included with the meeting materials she provided a very brief update and referenced the details have been included within the report. The project is going exceptionally well and in the past quarter and as a result are only 1% behind planned completion. 88% of tenders have been awarded. 15% of contingency remains. The project is in good shape and is changing the face of the Waterfront in Sydney.

Carla Arsenault, Principal, Marconi Campus presented. She shared a presentation that displayed many photos of the campus construction. She spoke about the transformative project going from 237,000 square feet to 305,000 square feet. She indicated the campus has four distinct buildings connected by a pedway. Before external engagement it was important to have some internal engagement. There have been three dedicated meetings with the Marconi Management Team and the architect. There was a site tour for the Marconi Management Team followed by several meetings with campus staff. There are regular newsletter updates for the campus. She spoke briefly about external engagements with community leaders, Cape Breton Regional Municipality and potential donors.

She concluded her presentation talking about the work with the Foundation on building the Case for Support, launching an internal steering committee early in July and continuation of external community partner meetings.

### **On-Campus Housing Update**

Monica provided an overview of the report that was included with the meeting materials. Monica noted there was a delay in starting the projects four months later than anticipated due to a delay with COVID and official approval from government. The building tendering hasn't been done yet. Akerley will have 100 beds, Ivany 200 beds, and Pictou 50 beds. She indicated money can be moved from one building to another as they are being done as a single project.

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## **Programs Committee Update:**

Sara Napier, Chair of Programs Committee provided an update on the recent Committee meeting. She referenced the large amount of materials from Programs that was shared with the Board in advance of the meeting. She thanked Jill Provoe, Acting Vice President, Academic and her team on the incredible amount of work that has been done.

## **9. Student Governors' Comments**

Mary Durant provided an update. She noted that convocation just concluded but there will be another convocation in the fall that will include programs like hers that had a delayed start and will take place on October 6th. She noted that she has been on clinical. Brandi Jean Lind spoke about My Virtual Dr. a program that will be launching for students and their dependents in September 2022.

## **10. Other Business**

The Chair and President both provided remarks and thanked Monica Foster, Vice President, College Services and CFO for her dedication to both NSCC and the Board. Today was the final Board meeting for Monica. The Board has a special gift to present to Monica that will be presented at a future date as Monica was participating virtually. Monica had the opportunity to address the Board.

No other business was discussed at this time.

## **11. Adjourn and Move to Governors Forum**

The Chair called to adjourn the meeting of June 23, 2022 and move to Governors' Forum.

It was moved by Jackie Poirier / Trevor Capern

*That the NSCC Board of Governors regular meeting of June 23, 2022 adjourn and move to Governors' Forum.*

This motion was put to a vote and

CARRIED.

Approved by Board Motion: October 20, 2022