

Board of Governors – Regular Meeting

Minutes of the Regular Meeting of the Nova Scotia Community College's Board of Governors, held remotely on December 16, 2021 via Microsoft Teams.

MINUTES

Board Members Present:

Judith Ferguson (Chair)
Howie Doiron (Vice Chair)
Dima Aburub
Trevor Capern
Mary Durant
Jim King
Shawnee LaPorte
Brandi Jean Lind
John Lindsay
Diane MacConnell Cameron
Sara Napier
Jackie Poirier
Rustum Southwell
Marlene Usher
Mike Buist
Karen Churchill
Quentrel Provo

Also Present:

Don Bureaux, President
Monica Foster, CFO & VP College Services
Christabell Pinchin, Secretary, Board of Governors
Erin Elliott, Executive Assistant to the President

Chris Daly, Director, Planning, Policy & Research

Board Members Regrets:

Chief Sidney Peters
Jeff Ransome

1. Call to Order

Quorum being present, Judith Ferguson, the Chair, called the meeting to order. She welcomed newest members Mary Durant, Ivany Campus; Brandi Jean Lind, Marconi Campus; and Shawnee LaPorte, Marconi Campus. She indicated it would be her final meeting and the final meeting for Rustum Southwell, Marlene Usher, and Dima Aburub.

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.

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 Chair reminded Governors that the agenda for today's meeting was revised and shared in advance with Governors because of moving the meeting to virtual. The Minister and Deputy Minister of Advanced Education item has been replaced with Governors' Dialogue: Strategic Conversation.

It was moved by Marlene Usher / Dima Aburub

That the Board of Governors approve the revised consent agenda for the December 16, 2021 meeting as presented. (Agenda; Minutes, October 21, 2021; Executive Committee Terms of Reference; Committee Placements; External Audit Engagement; Occupational Health & Safety Policy; Sustainability Policy.)

This motion was put to a vote and

CARRIED.

4. Move to Governors' Dialogue

It was moved by John Lindsay / Jackie Poirier

That the NSCC Board of Governors Meeting of December 16, 2021 move to Governors' Dialogue.

This motion was put to a vote and

CARRIED.

5. Adjourn Governors' Dialogue

It was moved by Dima Aburub / Sara Napier

That the NSCC Board of Governors adjourn Governors' Dialogue.

This motion was put to a vote and

CARRIED.

6. President's Report/Update

Don Bureaux referenced the written report that was included with the meeting materials and provided a brief update. He indicated it is a busy time of year and he congratulated Rustum Southwell on 25 years for BBI of which Rustum was CEO for 21 years. He referenced the announcement on residences and indicated that Monica Foster and her team have been busy since the announcement on this work. He provided a brief update on Enrolment and noted it is difficult with the fluidity of the environment. He has developed a special team headed up by Christine Arsenault in her retirement. Christine will lead the team whose goal is to ensure NSCC meets the enrolment target. Monica Foster is the Executive sponsor for this team. Don concluded his update by noting that people are tired, increased COVID numbers means additional changes and precautions. He thanked the Board Chair for speaking with him this past weekend as the decision was made to postpone the Development Session and move the Board Meeting to a virtual meeting.

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7. Move to In-Camera

<<See In-camera Minutes>>

It was moved by Karen Churchill / Jackie Poirier

That the NSCC Board of Governors Meeting of December 16, 2021 move to In-Camera.

This motion was put to a vote and CARRIED.

8. Committee Updates

Foundation Update

John Lindsay provided an update on the Foundation. He indicated that the Foundation met earlier in the week and were disappointed that the two Board were not able to meet because of the COVID numbers. He referenced the comprehensive report that was included with the meeting materials. John concluded his update by stressing the importance of a unified Board in giving. He indicated that having a Board that unanimously donates to the cause is important in fundraising and noted that he will be reaching out to individual governors. The questions was asked if he was anticipating donations to this specific campaign or to the foundation generally – he clarified it was specific to the campaign.

Finance, Audit & Risk Committee:

Marlene Usher, Chair, Finance, Audit & Risk provided an update on the Finance, Audit and Risk Committee meeting. She noted that Bruce Spares presented his usual audit update but also his Internal Audit Plan and Audit Charter. Chris Daly presented the Risk Report and the IT Annual Report was also presented.

It was moved by Marlene Usher / John Lindsay

That the NSCC Board of Governors approve the Second Quarter Financial Report for the period ending September 30, 2021.

This motion was put to a vote and CARRIED.

Second Quarter Business Plan Report Card

Chris Daly, Director, Policy, Planning & Research provided a brief overview of the Business Plan Report Card that was included in the meeting materials. He noted there has been good progress and of the 39 actions, 3 are already complete and 34 on track to be complete by the end of fiscal.

Downtown Sydney Campus Update

The Chair referenced the report included with material for information.

Digital Innovation & Technology Annual Report

The Chair referenced the report included with material for information.

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Programs Committee Update:

Sara Napier provided a brief update on the recent Programs Committee meeting and referenced the materials within the consent agenda. She shared that Taralee Hammond, AVP, Student Affairs provided a detailed presentation on Student Success Surveys. The Committee welcomed Jill Provoe to the Programs Committee as Acting Vice President, Academic. She noted the finalized workplan for 2022 will be ready early in the new year and she will be working closely with Jill.

Governance Committee Update:

Rustum Southwell provided a brief update on the recent Governance Committee meeting. He noted that it was an engaging meeting with lots of discussion on the Conflict of Interest Policy. Dan Ingersoll, Managing Partner from Cox & Palmer presented along with Chris Daly. Jill Provoe presented on the Human Rights and inclusion work and strategies. The Annual reports for Occupational Health and Safety and Sustainability were presented along with their policies that were included within the consent agenda. Rustum noted that the Annual reports were included with meeting materials for information.

It was moved by Rustum Southwell / Jim King

That the NSCC Board of Governors approve the Board Conflict of Interest Policy as presented.

This motion was put to a vote and

CARRIED.

9. Student Governors' Comments

Mary Durant provided an update. She noted that campuses across the college are hosting Angel Tree programs where names of children in need for Christmas are displayed on a tree and selected so gifts can be purchased. At Ivany, the names were all selected within a day and was a huge success. Mary noted that the health sector at Ivany is buzzing about the governments announcement on the CCA program and has provided a very positive impact on the full health care system.

Brand Jean Lind provided an update. As Student Association President, she connects with other SA President's across the College. Plans are underway for frosh fest, and they will be meeting in the new year. She shared details of campus foodbanks noting that many campuses have physical food banks or a combo with gift cards. Marconi has a physical foodbank but also provides gift cards so they are able to reach a larger student body. Many campuses are looking at creating hockey teams and staying positive despite the COVID restrictions, Marconi is large enough they are considering two teams so they can play each other. She finished her update by sharing a few details about the residences and that single occupancy now due to COVID restrictions. The College has hired Chauncey Kennedy as Manager of Housing and Student Life.

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10. Other Business

The Chair congratulated Howie Doiron and Karen Churchill as the new Chair and Vice Chair. She then provided well wishes to the parting members, Rustum Southwell, Marlene Usher and Dima Aburub. Don also spoke and thanked Rustum, Marlene, Dima and Judith for the contributions to the College and the Board. He indicated that the office would reach out in the new year to arrange a lunch to thank each of them for their time on the Board. There was no other business discussed.

11. Adjourn

The Chair called to adjourn the meeting of December 16, 2021 and move to Governors' Forum.

It was moved by Rustum Southwell / Marlene Usher

That the NSCC Board of Governors regular meeting of December 16, 2021 adjourn and move to Governors' Forum.

This motion was put to a vote and

CARRIED.

Approved by Board Motion: February 24, 2022