

Board of Governors – Regular Meeting

Minutes of the Regular Meeting of the Nova Scotia Community College's Board of Governors, held remotely on February 24, 2022 via Microsoft Teams.

MINUTES

Board Members Present:

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

Also Present:

Don Bureaux, President
Monica Foster, CFO & VP College Services
Jill Provoe, Acting Vice President, Academic
Lynn Hartwell, Vice President, Campuses & Communities
Christabell Pinchin, Secretary, Board of Governors
Erin Elliott, Executive Assistant to the President

Chris Daly, Director, Planning, Policy & Research
Michelle Bussey, Executive Director, NSCC Foundation

Board Members Regrets:

Sara Napier
Quentrel Provo

1. Call to Order

Quorum being present, Howie Doiron, the Chair, called the meeting to order. He welcomed newest members Dr. Lee Erickson to the Board.

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. She 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

The Consent Agenda was approved.

It was moved by John Lindsay / Jim King

That the Board of Governors approve the consent agenda for the February 24, 2022 meeting as presented. (Agenda; Minutes, December 16, 2021; Committee Placements.)

This motion was put to a vote and

CARRIED.

4. Move to In-Camera

<<See In-camera Minutes>>

It was moved by John Lindsay / Jim King

That the NSCC Board of Governors Meeting of February 24, 2022 move to In-Camera.

This motion was put to a vote and

CARRIED.

5. President's Report/Update

A President's Report was included with the meeting materials. Don Bureaux provided a verbal update on enrolment and noted that post-secondary enrolment across North America has been dramatically impacted by the COVID-19 pandemic. As an added effort to ensure the 10,650-enrolment goal is met, a taskforce has been struck called Count22 to focus on this work during these uncertain times.

Don referenced the announcement by provincial government removing COVID-19 pandemic restrictions. The College will be working at updating policies and procedures to reflect this new directive for March 21st. Don also spoke about the mental health implications of the pandemic. He is mindful of the impact on people after two years of living with restrictions and adaptations. Don shared that the College is in the planning stage for in-person convocation ceremonies to celebrate 2022 graduates and that details and dates will be shared with Governors soon. He encouraged governors to participate in the ceremonies.

6. Committee Updates

Executive Committee:

Foundation Update

John Lindsay provided an update on the Foundation and referenced the report that was included with the meeting materials. Building a culture of philanthropy within NSCC remains a crucial ongoing piece of work for the Foundation.

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John referenced within the report the change of IT platforms being implemented at the Foundation. He noted the fundamental importance of these upgrades that will provide efficiency and accuracy around many manual entries. This will also provide customized reporting in many areas and allow the staff more time to focus on other areas like engaging with industry partners, donors and campuses.

The Foundation is developing a Strategic Plan and he noted the importance of the Foundation connecting to the College's Strategic Plan with overarching goals. He also emphasized the importance of including the Alumni community in the Strategic Planning work for the Foundation.

Organizational & Operational Review Guidelines

Chris Daly, Director, Policy, Planning and Research, presented the Organizational & Operational Review Guidelines. He began by providing an overview of the College's requirement to submit to government an Organizational Review every five years. He noted the report is to be prepared in accordance with guidelines approved by the Minister, Advanced Education and as such the guidelines used to guide the process in previous years were reviewed and are being brought forward with a recommended additional bullet addressing the College's response to the COVID-19 pandemic. The report will cover 2016-2021 period and will be finalized next year – the report is a retrospective report. He noted this will be the fifth report of its kind the College has prepared. The Chair noted that the link to the previous 5-Year Organizational Review was shared in the meeting chat for information.

It was moved by Jeff Ransome / Trevor Capern

That the NSCC Board of Governors approve the Organizational and Operational Review Guidelines as presented on February 24, 2022, subject to approval by the Minister of Labour and Advanced Education.

This motion was put to a vote and

CARRIED.

Finance, Audit & Risk Committee:

Monica Foster, Vice President, College Services & CFO provided an update for the Finance, Audit and Risk Committee meeting on behalf of the Committee Chair. She noted that during the meeting the External Auditors attended and presented their plan for the year-end audit, as is the case each February. The Internal Auditor presented his findings on his past three months of audits. Statutory Liabilities were reviewed, and the Third Quarter Report was reviewed. She highlighted details from the financial report. She noted a deficit for year-end is being forecasted and she highlighted a number of factors that could impact this number, most likely to a favorable position.

It was moved by Diane MacConnell-Cameron / Mary Durant

That the NSCC Board of Governors approve the Third Quarter Financial Report for the period ending December 31, 2021.

This motion was put to a vote and

CARRIED.

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Downtown Sydney Campus Update

Monica Foster provided a high-level overview of the Downtown Sydney Campus Update report that was included with the meeting materials. She shared some recent photos of the campus construction site.

Programs Committee Update:

Jill Provoe, Acting Vice President, Academic provided an update on the recent Programs Committee meeting on behalf of the Chair of Programs. During the meeting the Committee welcomed Paul Cantelo, the new Director, Enrolment & Registrar who is replacing Christine Arsenault who is retiring. Paul provided an update on Fall 2022 enrolment numbers. Tom Gunn, Dean, School of Trades and Transportation presented the NSAA/NSCC Annual Stewardship Report. She reminded Governors that Sara Napier, Chair of Programs has been meeting with Committee members to discuss committee meetings and possible education items. One of the recommended improvements that has come from those conversations is to streamline the meeting, where possible, to allow time for more discussion and education. During this meeting one of those changes was implemented by including omnibus motions where there were multiple program changes and motions to address. Jill concluded her update by noting that Chris Daly, Director, Policy, Planning & Research presented with a member from this team to talk about the NSCC Graduate Survey results. She noted that COVID-19 pandemic related questions were included in the past two surveys.

NSAA/NSCC Stewardship Report

Tom Gunn, Dean, Trades & Transportation presented the NSAA/NSCC Stewardship Report that was included with meeting materials. He provided a bit of history around the development of the Nova Scotia Apprenticeship Agency in 2014 when the Community College's Act was revised to include linkages between NSAA and NSCC including the requirement to present an Annual Stewardship Report to government. Tom provided a high-level overview of the report.

It was moved by Jeff Ransome / Karen Churchill

That the NSCC Board of Governors approve the NSAA/NSCC 2020-2021 Stewardship Annual Report as presented.

This motion was put to a vote and

CARRIED.

7. Student Governors' Comments

Mary Durant provided an update. She indicated that following the CCA funding announcement and the announcement indicating nursing students will work at long term care facilities to help fill address the immediate vacancies, there were a number of students from the first year LPN program that did put their names forward. Those students' hours worked will go towards their final internship and it is great learning as well. Mary provided information on Jack.org a student run mental health program. The second year LPN students run the program, and they are looking to expand the program to more than just LPN students. Ivany is the only campus that has this program right now. Jack.org was started to help reduce the stigma on seeking help for mental health. Mary said that students are excited for in-person convocation this year.

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Brandi Jean Lind provided an update. She noted that the Student Life Appreciation Awards have opened for nominations with a deadline of March 11th. Student Elections are well underway with a great interest to date. Brandi Jean also noted that the Student Association Gift Agreements with the NSCC Foundation are being discussed and several of the Student Associations have already confirmed that they are extending their commitments for another five years. She shared details on the amount of funding provided to date and number of bursaries presented as a result of these funding commitments.

8. Other Business

No other business was discussed at this time.

9. Adjourn & Move to Governor's Forum

The Chair called to adjourn the meeting of February 24, 2022 and move to Governors' Forum.

It was moved by Diane MacConnell-Cameron / Jim King

That the NSCC Board of Governors regular meeting of February 24, 2022 adjourn and move to Governors' Forum.

This motion was put to a vote and

CARRIED.

Approved by Board Motion: April 21, 2022