

Board of Governors – Regular Meeting

Minutes of the Regular Meeting of the Nova Scotia Community College's Board of Governors, held on December 15, 2022 at the Akerley Campus in Dartmouth.

MINUTES

Board Members Present:

Howie Doiron (Chair)
Karen Churchill (Vice Chair)
Mike Buist
Fletcher Dares
Lee Erickson
Alyssa Jones
Jim King
Krista Jangaard
Shawnee LaPorte
John Lindsay
Diane MacConnell Cameron
Sara Napier
Chief Sidney Peters
Jackie Poirier
Quentrel Provo
Gerry Post
Jeff Ransome
Nicole Robinson

Also Present:

Don Bureaux, President
Glenda Barrett, Chief Financial Officer
Anna Burke, VP, College Services & Strategy
Lynn Hartwell, VP, Campuses & Communities
Jill Provoe, VP, Academic & Quality
Christabell Pinchin, Secretary, Board of Governors
Erin Elliott, Executive Assistant to the President

Chris Daly, Director, Policy, Planning & Research
Kevin Cowper, NSCC Staff
Brian Wong, Minister, Advanced Education
Nancy MacLellan, Deputy Minister, Advanced Education
William Burns, Special Advisor to Minister, Advanced Education

1. Call to Order

Quorum being present, Howie Doiron, the Chair, called the meeting to order. He welcomed Alyssa, Fletcher and Nicole to their first meeting. He thanked Augy Jones, Principal for Akerley Campus and Augy's team for the warm welcome to Akerley Campus.

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

It was moved by Mike Buist / Sara Napier

That the Board of Governors approve the consent agenda for the October 20, 2022 meeting as presented. (Agenda and Minutes, October 20, 2022; Committee Placements; By-Laws Amendment; External Audit Engagement; Occupational Health & Safety Policy; Sustainability Policy; Fair Hiring Policy and Employee Success Policy)

This motion was put to a vote and

CARRIED.

4. President's Report / Update

Don Bureaux provided a brief updated. He referred to his President's Report that was included in the meeting materials. He noted it is a busy time of year with a calendar year end, and end of an academic term. With the College heading into a holiday break, he has encouraged staff to take time to refuel and students to reflect on their learning and re-energize for a new term. Don indicated he will be spending time over the holidays to rest and get ready for the new year and implementation of the Strategic Plan the Board approved. Don thanked the Board for their support and dedication to the NSCC Board and their commitment diving into big work over the past two days.

5. Move to In-Camera

The following motion was passed.

<<See In-camera Minutes>>

It was moved by Diane MacConnell Cameron / John Lindsay

That the NSCC Board of Governors Meeting of December 15, 2022 move to In-Camera.

This motion was put to a vote and

CARRIED.

6. Committee Updates

Finance, Audit & Risk Committee:

Jackie Poirier, Chair, Finance, Audit & Risk provided an update. She indicated that the committee met and approved the annual internal audit plan and charter and received an update on internal audit activities since the last meeting. The committee also agreed to recommend to the Board an approval of the College's external auditor as KPMG which was included in the consent agenda earlier in the meeting. The Business Plan Quarter Two Report Card was presented. An update on Sydney Waterfront Campus and On-Campus Housing was provided. She provided an overview of the Second Quarter Financial Report highlighting that at midyear there is a favorable variance. She indicated there are other expenses that are recognized later in the year which results in forecasting a deficit at \$1.5M at year end.

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It was moved by Jackie Poirier / Lee Erickson

That the NSCC Board of Governors Meeting approve the Second Quarter Financial Report for the period ending September 30, 2022.

This motion was put to a vote and

CARRIED.

Second Quarter Business Plan Report Card

Chris Daly, Director, Policy, Planning and Research presented to the Second Quarter Business Plan Report Card that was included with the meeting materials. He noted that as of September 30th there is overall good progress on the 37 actions in the Business Plan, 5 items are 100% complete, 16 are 50-99% complete, 11 are 10-49% complete and 5 projects are less than 10% complete.

Programs Committee Update:

Sara Napier, Chair of Programs Committee noted that the Committee didn't meet due to a quorum issue. Items that required attention in a timely manner were managed virtually and reflected in the meeting materials today. Other items that were on the workplan have been moved to the new year.

Governance Committee Update:

John Lindsay, Chair of Governance Committee provided a brief Committee update. He noted that several items were included and approved in the Consent agenda earlier in the meeting. He also referenced two reports that were included for information only including the OHS&E Annual Report and Sustainability Annual Report and indicated that these were presented during Governance.

7. Advanced Education Visit

Honorable Brian Wong, Minister of Advanced Education; Deputy Minister, Nancy MacLellan and William Burns, Special Advisor to the Minister attended the meeting to speak with the Board. Each year, the Board spends time with the Minister and Deputy Minister discussing the strategic future of NSCC. The Minister and Deputy Minister spoke and then engaged in discussions with Board Members. Governors asked three questions including: what role the Minister believes the post-secondary education sector can play, as a way to continue to work together to enhance the health care sector in our province; what role the post-secondary sector can play in achieving the aspirational goal of doubling the population of Nova Scotia and what are the most important learnings from the pandemic that the College should focus on in fulfilling its mission of building Nova Scotia's economy and quality of life through education and innovation.

8. Other Business

The final meeting for Chair, Howie Doiron and Governor, John Lindsay. Don took a few moments to thank both for their service to the NSCC Board.

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9. Adjourn and Move to Governors Forum

The Chair called to adjourn the meeting of December 15, 2022 and move to Governors' Forum.

It was moved by Quentrel Provo / Nicole Robinson

That the NSCC Board of Governors regular meeting of December 15, 2022 adjourn and move to Governors' Forum.

This motion was put to a vote and

CARRIED.

Approved by Board Motion: February 23, 2023