

# ***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 on June 22, 2023 at NSCC IT Campus on Leeds Street in Halifax.

## **MINUTES**

### **Board Members Present:**

Karen Churchill (Chair)  
Jackie Poirier (Vice Chair)  
Mike Buist  
Fletcher Dares (virtual)  
Lee Erickson  
Alyssa Jones  
Krista Jangaard  
Jim King (virtual) (left 1:50 pm)  
Shawnee LaPorte  
Diane MacConnell Cameron (virtual)  
Laurissa Manning  
Sara Napier  
Quentrel Provo  
Gerry Post (arrived 12:40 pm)  
Nicole Robinson  
Kathleen Yurchesyn

### **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 & Equity  
Christabell Pinchin, Secretary, Board of Governors  
Erin Elliott, Executive Assistant to the President  
  
Lore Bowers, HR Manager, Consulting  
Kenda MacFadyen, Manager, Organizational Learning  
Michelle Bussey, Executive Director, NSCC Foundation  
Ashley Power, Manager, Alumni Relations  
Kevin Cowper, Core Services Administrator  
Chris Daly, Director, Policy, Planning & Research

### **Regrets:**

Chief Sidney Peters  
Jeff Ransome

## **1. Call to Order**

Quorum being present, Karen Churchill, the Chair, called the meeting to order.

She congratulated Alyssa Jones on graduating from Strait Area Campus earlier this month from the IT Generalist program and for winning the NSCC Alumni Award. The Chair also congratulated Sara Napier, on being recognized as one of Atlantic Business Magazine's Top 50 CEOs.

The Chair acknowledged that it is Pride Month and shared some of the ways the College has been celebrating around the province including participating in Pride Parades, flying the Progress pride Flag at Campuses, and launching the new 2SLGBTQ+ bursaries from the NSCC Foundation.

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.

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

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

## **3. Consent Agenda**

It was moved by Alyssa Jones / Krista Jangaard

*That the Board of Governors approve the consent agenda for the April 20, 2023 meeting as presented. (Agenda; Minutes, April 20, 2023; and Admissions Policy)*

This motion was put to a vote and

CARRIED.

## **4. President's Update**

Don Bureaux provided his President's update. He began by providing an overview of Convocation 2023 and highlighted a few of the special moments from around the province. He noted there were 20 ceremonies this year with more than 4000 graduates. Don referenced the convocation wrap-up video that was shared and encouraged Governors to watch it if they haven't yet. Don provided details on the wildfires across the province that were happening when convocation began. He provided details on the ways the College was able to support staff and students who were displaced from their homes. Don also provided a brief enrolment update noting the College is at 92.2% of target at this stage up from last year at 90%, confirmations are at 95% of incoming target of 6,264, and noted that 13 programs are currently with less than 40% of target. Don also provided a brief update on international applications noting that 30% higher than this time last year. Don concluded by referencing the annual conference for Colleges Institutes Canada (CICan) which was held this year in Montreal. He also noted that the national body, CICan, is in the recruitment process for a new president, as the current president is retiring. Don shared that he is on the hiring panel.

## **5. Move to In-Camera <<see in-camera minutes>>**

It was moved by Nicole Robinson / Diane MacConnell-Cameron

*That the NSCC Board of Governors Meeting of June 22, 2023 move to In-Camera.*

This motion was put to a vote and

CARRIED.

## **6. Executive Committee Updates**

### **Foundation Update**

Gerry Post provided a Foundation and Alumni update. He noted that the Foundations AGM was held earlier in the week at the Lunenburg Campus in Bridgewater. The Foundation presented the final draft of the Strategic Plan and Directors had the opportunity to discuss and provide feedback. He referenced the quick action to provide funds and help for students and staff who were impacted by the wildfires with close to \$25K disbursed to assist. Over the past fiscal year, the Foundation raised \$5.6M. He referenced a pride rebranding for the College. Gerry also

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referenced the new Alumni Award to recognize work in community for NSCC Alumni. He concluded by thanking Michelle Bussey for her leadership and he introduced Ashley Power, Manager, Alumni Relations who will be filling in for Michelle in the Executive Director (ED) role until the new ED is in place.

Don Bureaux provided remarks and thanked Michelle Bussey for her leadership. He wished her well in her new role as the CEO for Nova Scotia Apprenticeship Agency and indicated it is an honour for the College to work Michelle in this new capacity. Don presented Michelle with a gift on behalf of the Board.

### **7. Finance, Audit & Risk Committee Update**

Jackie Poirier, Chair of Finance, Audit & Risk Committee provided an update on the Committee meeting. She noted that the Committee met with the external auditors and reviewed the financial statements that were included with the meeting materials with a clean auditing opinion. She noted that there was private time for the Committee and the external auditors, which is part of good governance. The meeting also included a review of the year-end financial summary.

It was moved by Jackie Poirier / Lee Erickson

*That the NSCC Board of Governors approve the Audited Financial Statements and accept the Year End Financial Summary as presented at the Regular meeting of June 22, 2023.*

This motion was put to a vote and

CARRIED.

### **4<sup>th</sup> Quarter Business Plan Report Card**

Chris Daly, Director, Policy, Planning and Research presented the 4<sup>th</sup> Quarter Business Plan Report Card that was included with the meeting materials. He noted that 13 deliverables are complete and 15 are expected to be complete by the end of September and 4 measures have been carried into the 2023-2024 Business Plan.

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

Anna Burke, Vice President, College Services & Strategy referenced the report that was included with the meeting materials. She provided a high-level overview of the report and noted the projects are on track to add a total of 350 beds. Anna noted that Minister Wong had attended the Pictou Campus Convocation and while there he toured the construction site.

### **Sydney Waterfront Campus Update**

Anna Burke, Vice President, College Services & Strategy referenced the report that was included with the meeting materials. She provided a high-level overview and highlighted that the project is 78% complete against a target of 70% for this point in time. She noted that being ahead of schedule is important with another winter ahead and due to the transition for CBU to the current Marconi space. She concluded by noting that solutions for parking continue to be a high priority. A Governor shared details on a transit relationship with local transit for staff. It was noted that NSCC has something similar for students but not staff. Anna indicated she will share these details with the team.

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### **8. Programs Committee Updates**

Sara Napier, Chair of Programs Committee provided an update on the recent Programs Committee meeting. She shared that it was a full agenda that included Paul Cantelo, Director, Enrolment & Registrar presenting on enrolment and Terrah Keener, Dean, School of Access, Education and Language presenting with members of her team on PLAR (prior learning and assessment and recognition) and the impact on students and what it means for their college journey. She noted that for the first time the committee meeting included omnibus motions, per School, which created a much more streamlined process during the meeting with the large number of items being brought forward. She concluded by noting there was a lengthy discussion on the Admissions Policy which is approved annually. She indicated there were two language changes being brought forward but a conversation ensued on 4.3 around designated seats. The decision was made to move forward with a motion to approve the policy and a second motion to ensure work continues on designated seats and possible improvements to admissions practices to increase representational equity. She noted additional conversations have taken place since the meeting and this has been added to the Committee Workplan.

### **9. Governance Dialogue: Strengths-Based Leadership**

Lore Bowers, HR Manager, Consulting and Kenda MacFadyen, Manager, Organizational Learning joined the meeting and led the Board through a Strengths Based Leadership Session.

### **10. Other Business**

No other business was discussed.

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

The Chair called to adjourn the meeting of June 22, 2023 and move to Governors' Forum.

It was moved by Krista Jangaard / Alyssa Jones

*That the NSCC Board of Governors regular meeting of June 22, 2023 adjourn and move to Governors' Forum.*

This motion was put to a vote and

CARRIED.

Approved by Board Motion: October 17, 2023