

# ***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 December 12, 2024 at Ivany Campus in Dartmouth.

## **MINUTES**

### **Board Members Present:**

Karen Churchill (Chair)  
Jackie Poirier (Vice Chair)  
Hira Bari  
Donna Bonner (virtual)  
Lisa Donovan  
Lee Erickson  
Andrea Glenen  
Krista Jangaard  
Arthur Kidston  
Andy Knowles  
Angélique LeBlanc  
Diane MacConnell-Cameron  
Sara Napier  
Damilola Oluyemi  
Michael Peters  
Gerry Post  
Nicole Robinson

### **Also Present:**

Don Bureaux, President  
Anna Burke, VP, College Services & Strategy  
Lynn Hartwell, VP, Campuses & Communities  
Jill Provoe, VP, Equity & International  
Andrew Lafford, VP, Academic  
Erin Elliott, Executive Assistant to the President  
Christabell Pinchin, Secretary, Board of Governors  
  
Ashley Power, Executive Director, NSCC Foundation  
Kevin Cowper, Core Services Administrator  
Kate Snyder, Director, Office of Learning and Transformation

### **Regrets:**

Jason Crowell  
Kathleen Yurchesyn

## **1. Call to Order**

Quorum being present, the Chair, Karen Churchill, called the meeting to order and welcomed new members to the meeting.

The Chair acknowledged that in Nova Scotia, we are all Treaty People. We recognize the land upon which we work, live and learn is the 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. She also noted that NSCC recognizes African Nova Scotians as a distinct group who arrived here 400 years ago. From that time on, they have contributed to the infrastructure and economic wealth of the towns and cities they helped to build, but from which they could not benefit.

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. 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 Chair referred to the consent agenda items included in the meeting package and called for a motion to approve.

It was moved by Nicole Robinson / Lee Erickson

*That the Board of Governors approve the agenda for the December 12, 2024 meeting as presented. (Agenda, Minutes, October 17, 2024, Committee Placement, External Audit Engagement, Research Ethics Board Policy and Research Integrity Policy)*

This motion was put to a vote and

CARRIED.

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

Don Bureaux provided an update at the meeting and referenced his written report that was included with meeting materials. He began by thanking Governors for their time and work on the NSCC Board over the past year and for participating in two days of Development meetings. He congratulated and announced that Andrew Lafford was the successful candidate for the Vice President, Academic position at NSCC. Don noted that Andrew has been acting in the role since the summer. Don shared that later today there will be an official announcement by the new Government announcing the Minister, Advanced Education as well as Ministers for other Government departments. Don noted that the College's national association continues discussions around the Federal Government. Don also shared that in the new year there will be further development opportunities for Governors on a variety of topics.

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

It was moved by Krista Jangaard / Gerry Post

*That the NSCC Board of Governors Meeting of December 12, 2024 move to In-Camera.*

This motion was put to a vote and

CARRIED.

### **6. Executive Committee Update**

#### **By-Laws Amendment Notice**

The Nova Scotia Community College By-Laws may be amended or repealed by approval of a motion by two-thirds majority of votes cast at a meeting of the Board, provided that notice of such motion is given one regular meeting of the Board in advance. During the October Board meeting advanced notice was provided. The Chair noted the recommendation stems from conversations with the College's Privacy Officer to clearly state programming as an item deemed to be managed during the private portion of Board meetings. Though it is implied that programming would be included in the in-camera portion the recommendation was to ensure it was clearly outlined.

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It was moved by Lee Erickson / Nicole Robinson

*That the NSCC Board of Governors approve the amendment to 17.01 of the By-Laws as presented, effective immediately.*

This motion was put to a vote and

CARRIED.

### **Foundation Update**

Gerry Post provided an update on the Foundation. Gerry noted that the Foundation has been discussing the impacts of the Mandate Letter that could impact the Foundation Financials. Gerry indicated last quarter and approximately \$400K was awarded to students. Strong efforts continue in Sydney for the fundraising campaign in Sydney with \$1.28M raised to date and approximately \$5M remain in play that the team hope to close on shortly.

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

Jackie Poirier provided an update on their recent meeting. She referenced items already covered in today's meeting including the Annual Risk Management Report and External Audit Engagement. She noted that Bruce Spares, Director, Internal Audit presented his annual internal audit plan and charter. The significant portion of the meeting included a review of the Second Quarter Financial Report. She highlighted a few items from the report that projected a small surplus of \$117K against a budgeted deficit of \$479K.

It was moved by Damilola Oluyemi / Andrea Glenen

*That the NSCC Board of Governors approve the Second Quarter Financial Report for the period ending September 30, 2024.*

This motion was put to a vote and

CARRIED.

### **Second Quarter Business Plan Report Card**

Kate Snyder, Director, Office of Learning and Transformation, presented the Second Quarter Business Plan Report Card that was included with the meeting materials. She specifically noted the introduction of the dashboard that shows new and emerging priorities.

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

Anna Burke, Vice President, College Services & Strategy provided a brief update on the on-campus housing work. She referenced the report that was included with the meeting materials and provided a few highlights from the report. She reminded Governors that the newest projects will be managed by Public Works and it was noted the accessibility standards may not be prioritized the same with Public Works.

### **8. Programs Committee**

Sara Napier, Chair, Programs provided a committee update. She noted several committee items were included in the consent agendas. During the recent Programs meeting Taralee Hammond, AVP, Student Services presented the Incoming Student Success Survey Results and the 2024

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Fall Student Success Survey Results. She noted there were several programming items were presented for both information and approval.

### **9. Other Business**

Don Bureaux and Jackie Poirier both thanked Karen Churchill for serving on the Board and for her time as Chair, and presented her with a gift of thanks.

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

The Chair called to adjourn the meeting of December 12, 2024 and move to Governors' Forum.

It was moved by Nicole Robinson / Sara Napier

*That the NSCC Board of Governors regular meeting of December 12, 2024 adjourn and move to Governors' Forum.*

This motion was put to a vote and

CARRIED.

Approved by Board Motion: February 20, 2025