

# ***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 20, 2024 at NSCC Institute of Technology Campus in Halifax.

## **MINUTES**

### **Board Members Present:**

Karen Churchill (Chair)  
Jackie Poirier (Vice Chair)  
Nduka Ahilaka  
Jason Crowell  
Donna Bonner  
Lee Erickson  
Krista Jangaard  
Art Kidston  
Jim King  
Nicole Robinson  
Kathleen Yurchesyn  
Sara Napier  
Michael Peters  
Gerry Post

### **Also Present:**

Don Bureaux, President  
Anna Burke, VP, College Services & Strategy  
Lynn Hartwell, VP, Campuses & Communities  
Jill Provoe, VP, Academic & Equity  
Erin Elliott, Executive Assistant to the President  
Christabell Pinchin, Secretary, Board of Governors  
  
Kevin Cowper, Core Services Administrator  
Jeff Taylor, AVP, Applied Research  
Chris Daly, Director, Policy, Planning & Research  
Paul Cantelo, Director, Enrolment & Registrar  
Ashley Power, Executive Director, NSCC Foundation  
Sheri Williams, Manager, Entrepreneurship  
Kara Friesen, Xiaoxia Ding, Mary Mach, and Hira Bari

### **Regrets:**

Trevor Amiro  
Diane MacConnell-Cameron  
Andy Knowles  
Sara Napier

## **1. Call to Order**

Quorum being present, the Chair, Karen Churchill, called the meeting to order. She began by congratulating Nduka Ahilaka who graduated from Social Services at Pictou Campus. She also welcomed the newest members Donna Bonner, Michael Peters and Jason Crowell to their first meeting. The Chair announced that this would be the final meeting for Jeff Ransome and indicated that staff Governor, Shawnee Sylliboy stepped down early from the Board and that elections for the staff 'Administrative' seat would take place at the regularly scheduled time in October/November.

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.

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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 Jim King / Nduka Ahilaka

*That the Board of Governors approve the consent agenda for the June 20, 2024 meeting as presented. (Agenda and Minutes, April 25, 2024, Committee Placements, and the Admissions Policy)*

This motion was put to a vote and

CARRIED.

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

Don Bureaux provided his President's update and referenced the President's report included with the meeting materials. He shared details on the recent convocation ceremonies held across the province where he had the opportunity to greet students and Honorary Diploma Recipients. Don spoke about concluding his Board term with the Colleges and Institutes Canada (CICan) after seven years. He indicated the new CEO for CICan is now in place and Don will continue to be involved with the institution. Don spoke briefly about some year-end celebrations including the College's 25-year employee celebration recognizing employees who have reached 25 years of employment. He also spoke briefly on the Spark Event, Support Staff Learning Conference, Marconi Closing Celebration and an academic year end SLF in-person meeting.

### **5. Celebrate with Entrepreneurship**

The Chair welcomed guests joining the meeting from Entrepreneurship including Sheri Williams, Manager, Entrepreneurship who led a brief presentation on three entrepreneurship programs. Sheri was joined by NSCC alumni Kara Friesen and current NSCC students Xiaoxia Ding, Mary Mach, and Hira Bari. The guests presented highlights of three entrepreneurship programs including *Challenge Nova Scotia*, *Enactus* and *Scotiabank Entrepreneur-in-the-making* and then Board Members had the opportunity to sit with the guest presenters for small group discussions.

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

It was moved by Arthur Kidston / Nduka Ahilaka

*That the NSCC Board of Governors Meeting of June 20, 2024 move to In-Camera.*

This motion was put to a vote and

CARRIED.

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## **7.1 Foundation Update**

Gerry Post referenced the Foundation report that was included with the meeting materials and provided a brief update. He congratulated Ashley Power for her work as Executive Director during the period of transition. He referenced the recent AGM and provided an overview of the keynote speaker, Tia Upshaw. Gerry spoke about the work with the Nova Scotia Apprenticeship Agency and the Foundation to support more learners in the Skilled Trades. He noted the Sydney Waterfront Campus work continues for fundraising. The Alumni Relations team has two new initiatives which Gerry highlighted included the four new Alumni Awards and convocation receptions the Alumni Relations team hosted. He concluded by highlighting the financial contributions the Foundation made to students this year via various programs including bursaries, gift cards, and awards.

## **8.1 Finance, Audit & Risk Committee Update**

Anna Burke, Vice President, College Services & Strategy and Glenda Barrett, CFO provided a brief committee update and overview of the audited financial statements on behalf of Diane MacConnell-Cameron, Chair of the Committee. Anna indicated that KPMG joined the recent committee meeting to present the audit findings. The College had a planned financial deficit that has landed at approximately \$418K.

It was moved by Jeff Ransome / Jim King

*That the NSCC Board of Governors approve the Audited Financial Statements and accept the Year End Financial Summary as presented at the Regular Board Meeting of June 20, 2024.*

This motion was put to a vote and

CARRIED.

## **8.2 4<sup>th</sup> Quarter Business Plan Report Card**

Chris Daly, Director, Policy, Planning and Research provided information on the fourth quarter report card for the 2023-24 Business Plan. This report was included with the meeting materials. The update is compiled from information provided by the business leads as of March 31, 2024. Chris noted that business plan contains 43 major actions with 57 different measures (17 measures are 100% complete, 14 are expected to be completed by end of September 2024 and 22 expect completion through 2024-25). He noted that the 2024-25 Business Plan and Operating Budget have less action items, making it a more succinct and focused plan. Chris reviewed highlights from the major actions.

## **8.3 Sydney Waterfront Campus Update**

Anna Burke, Vice President, College Services & Strategy provided an update on the Sydney Waterfront Campus. She referenced the report that was included with the meeting materials and shared that Daniel Kelly, Director, Facilities and Engineering attended the recent Finance, Audit and Risk Committee meeting to present the update. Anna indicated that this will be the last formal Sydney Waterfront Campus update at the Board and that the next meeting will be held at the new campus. She said the summer will be busy as the staff will transition from the Marconi Campus to the new downtown campus.

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

Anna Burke, Vice President, College Services & Strategy provided an overview of the On-Campus Housing Report that was included with the meeting materials. She shared that Daniel Kelly, Director, Facilities and Engineering presented during the Finance, Audit and Risk Committee meeting. She shared that Akerley and Pictou are complete and ready for occupancy. She shared that Ivany is approximately 68% complete. She spoke briefly about the four additional projects being managed by Public Works.

## **9.1 Programs Committee Updates**

Jill Provoe, Vice President Academic & Equity provided an update on behalf of Sara Napier, Chair of Programs Committee. Jill shared that it was her last meeting as VP, Academic & Equity. She noted that Paul Cantelo provided an enrolment update during the meeting as well as the Student Academic Appeals Policy. The Committee also had the NSAA/NSCC Stewardship Report presented by Don Jardine, Acting Dean, Trades and Transportation; and a presentation of the Academic Quality Framework by Jennifer Archer, Director, Academic Equity & Quality. Jill concluded by discussing the program reckoning and review currently underway which could create a greater shakeup for the Academic Plan next year.

## **9.2 NSAA/NSCC Stewardship Report**

Don Jardine, Acting Dean, Trades and Transportation presented the NSAA/NSCC Stewardship Report, providing an overview of the report included with meeting materials.

It was moved by Jim King / Arthur Kidston

*That the NSCC Board of Governors approve the NSAA/NSCC Stewardship Report (2022-2023) as presented.*

This motion was put to a vote and

CARRIED.

## **9.3 Student Academic Appeals Policy**

Paul Cantelo, Director, Enrolment & Registrar presented the Student Academic Appeals Policy that was provided with the meeting materials. He highlighted the recommended changes of the policy including the new name from Student Appeals Policy to Student Academic Appeals Policy.

It was moved by Krista Jangaard / Jeff Ransome

*That the NSCC Board of Governors approve the Student Academic Appeals Policy as presented with an effective date of September 1, 2024.*

This motion was put to a vote and

CARRIED.

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### **10. Other Business**

The President and Board Chair thanked Jeff Ransome for his time on the Board. No other business was discussed.

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

The Chair called to adjourn the meeting of June 20, 2024 and move to Governors' Forum.

It was moved by Jeff Ransome / Lee Erickson

*That the NSCC Board of Governors regular meeting of June 20, 2024 adjourn and move to Governors' Forum.*

This motion was put to a vote and

CARRIED.

Approved by Board Motion: October 27, 2024