

**Cape Breton University
Board of Governors
Public Meeting**

**Friday, October 27, 2017
Following Prologue
Wagmatcook Cultural & Heritage Centre**

1 – 5 Opening Information/Discussion

Associate Vice President, Stephen Augustine, opened the meeting with a traditional prayer. Mr. Robert Bernard, Manager of Operations of the Wagmatcook Cultural & Heritage Centre, welcomed the CBU Board of Governors and thanked them for hosting their meetings at this site. On behalf of the Board of Governors, Mr. Sampson presented gifts of appreciation.

1. Roll Call

Present:

Mr. Robert Sampson (Chair), Mr. Mark Shannon (Vice Chair), Dr. Dale Keefe (Interim President), Mr. Gordon MacInnis (Treasurer/Secretary), Mr. Pat Bates, Ms. Carol Beaton, Mr. Bob Fowler, Ms. Brooklyn Galbraith, Mr. Jordan Gracie, Dr. Stephanie Inglis, Mr. Terry Kelly, Mr. Brian LeBlanc, Mr. Clayton Locke, Mr. Keith MacDonald, Ms. Katelyn McPherson, Dr. Andrew Molloy, Mr. Steven Parsons, Mr. Darryl Poirier, Mr. Michael Sandalis, Ms. Eleanor Sidley, Ms. Wendy Wadden, Mr. Howard Windsor

Regrets:

Ms. Millie Colbourne, Dr. Ann Francis D'Intino, Mr. Dannie Hanson, Ms. Tara Milburn, Ms. Carol Ripley

Absent:

Dr. Ed Davis

The Chair declared quorum and called the meeting to order at 11:05 am.

2 Minutes

2.1 - It was moved by Ms. Wadden, seconded by Dr. Molloy, to approve the Public Minutes of June 16, 2017. **Motion carried.**

3 Business Arising – N/A

4 Reports

4.1 Report of the CEO/CAO

Interim President, Dr. Keefe, referred to his report as circulated with the meeting material. He welcomed comments or questions and he drew particular attention to the upcoming Fall Convocation being held at the Membertou Trade and Convention Centre. During Convocation, honorary degrees will be bestowed upon Eunice Harker and Rebecca Julien. He also noted that Dr. Andrew Parnaby was awarded the 2017 AAU's Distinguished Teaching Award during a ceremony held in September. He also advised that the AUS Men's Soccer Championship will be held at CBU the following weekend and the women's team will be competing at St. FX that same weekend. Also included in his report was a scorecard with respect to the enrolment plan.

On behalf of the Board, Dr. Keefe was requested to commend the organizers of the Special Convocation for Roberta Bondar.

On the question of copyright process, Dr. Keefe responded that CBU does not currently have a copyright monitoring process and operates on the honour system.

Dr. Keefe responded that his reports and the Public minutes are posted on the CBU public website.

On the question of the Purdy Crawford Chair, Dr. Keefe responded that he, VP MacKinnon, and Dean Karaphillis have been discussing the next steps for the Purdy Crawford Chair and have been developing job description for advertisement.

4.2 Report of Senate

Ms. Wadden reported that Senate met on September 22 and October 19. She noted that Post-Baccalaureate Diplomas in Business Management, Business Analytics, and Supply Chain Management were approved by Senate and have been submitted to MPHEC. Dr. MacKinnon advised that CBU was recently notified that they have been approved. The Quality Assurance Committee has completed a review of the Bachelor of Arts program. Senate also approved a Fall Break effective 2018 and the Teaching, Learning and Evaluation Committee is planning technology training for faculty. The Planning Review Committee has begun their work on the pre-budget report from Senate.

4.3 Report of the Students' Union

Ms. Eleanor Sidley, CBUSU President, reported that they were excited to participate in the Presidential Search town halls. They hosted a retreat in September and have had a busy few months with strategic planning, organizing Frosh Week, obtaining sponsorships, and refreshing the Pit. The 7th Annual Capers Helping Capers golf tournament was another success, raising almost \$6,400 for charity. She also noted that she attended the Minister's Roundtable in Halifax and an AAU conference on mental health initiatives for post-secondary institutions. She also drew attention to the circulated invitation to the CBUSU Harvest Dinner on November 9th. Mr. Sampson encouraged members to purchase tickets to this worthwhile cause.

4.4 Special Announcements, Questions – N/A

5 Treasurer's Report

5.1 Financial Statements

Mr. MacInnis referred to the Financial Statements circulated with the meeting package and the following key items were highlighted and discussed:

- The cash position continues to remain relatively healthy.
- Student receivable balance has decreased due to substantially reduced enrolment of Saudi Scholarship Program students and CBU's registration process reverting to pre-2016 practices requiring partial payment upon enrolment.
- The Fundraising receivable is expected to be 100% collected over the next year.
- Investments total \$30.0 million as of September 30th (market value \$33.9 million).
- Deferred revenues represent deferred tuition revenues and monies advanced by ECBD in support of the Verschuren Center operations.
- Government grant revenues, as reported, do not include additional funds recently committed.
- Expenditures are tracking as expected.

- CBRM has assumed operational responsibility for the CGC ice operations for a two-year period. Operational costs covered by CBU will be billed back to CBRM.
- ICEAP has taken over the MacDonald residence with approximately 80 students on campus and they are expecting to be at capacity of 150 next year.
- The service award liability has decreased significantly with the move to the PSSP and will be further reduced now that CBUFA has voted in favor of joining the PSSP.
- 2017/18 Fall/Winter tuition undergraduate revenue is expected to modestly exceed budgeted revenue. Program enrolment trends continue to track in keeping with growth/declines of recent years. 2017/18 foreign differential fee revenues are also expected to exceed budget targets thanks in large measure to significant MBA program growth.
- Extraordinary delays in bargaining with CUPE have occurred and the hope is to begin these discussions in the coming weeks.

On the question of the Canada Games Complex, Mr. MacInnis reported costs will be billed back to the CBRM; however, as budgeted, there will be some residual costs for operations to CBU.

On the question of the exploration of the development of a potential model to facilitate the retirement of current long serving employees for those seeking to retire, Mr. MacInnis responded this is in the very early stages with many components to be thoroughly considered.

6 Committee Reports

6.1 Executive Committee

Chair, Mr. Sampson, reported that the Executive Committee met on October 26th and approved the agenda items for the meetings today. They also discussed the process of the Presidential Search.

6.2 Bylaws Committee

Referring to the September 27th notice of motion, Dr. Keefe noted that many of the suggested changes were in effort to reflect current practices. The Committee will now meet to review committee structure and mandates. **It was moved** by Dr. Keefe, seconded by Ms. Galbraith, to approve the update to the CBU Board of Governors' Bylaws as presented. In response to the question of the Senate terms, it was explained this was in effort to allow Senate flexibility and continuity in their appointments. **Motion carried. Nays: 2**

7 Items Requiring Action \ Decision – N/A

8 New Business – N/A

9 Presentations

9.1 Unama'ki College Update – Mr. Stephen Augustine

Mr. Stephen Augustine circulated a summary statement of Unama'ki College at Cape Breton University. He provided members with a historical, present and future view of the operations of Unama'ki College and advised that a draft strategic plan will be presented to members in the coming weeks. He commended the Board in their efforts in reconciliation by holding this meeting on Mi'kmaw traditional territory of Wagmatcook First Nation.

It was suggested that periodic updates on the progress of the strategic plan would be most beneficial to Board members.

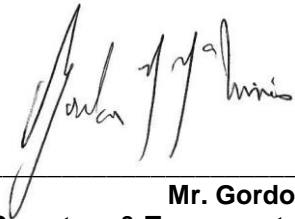
10 Open Session – N/A

11 Date of Next Meeting

The next meeting will be on Friday, December 8, 2017.

12 Adjournment

It was moved by Mr. MacDonald to adjourn the meeting at 12:57 am. **Motion carried.**



Mr. Gordon MacInnis
Secretary & Treasurer to the Board