

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

**Friday, April 24, 2015  
Following Prologue  
CE-339**

**1 – 5 Opening Information/Discussion**

**1. Roll Call**

**Present:**

Dr. David Wheeler (President), Dr. Dale Keefe (Secretary), Ms. Judy Bailey, Mr. Clayton Locke, Dr. Scott Moir, Dr. Scott Stewart, Mr. Brandon Ellis, Mr. Andrew Petrie, Ms. Sarah Hines, Mr. Kenzie Cameron, Ms. Daphne Hutt-MacLeod, Mr. Rany Ibrahim, Mr. Terry Kelly, Mr. Keith MacDonald, Mr. Ben Cowan-Dewar, Mr. Brian LeBlanc, Dr. Anne Frances D'Intino, Mr. Bob Fowler, Mr. Gordon MacInnis (Treasurer), Mr. John Paul, Ms. Carol Ripley, Mr. Robert Sampson, Mr. Mark Shannon, Mr. Ambrose White (Chair), Mr. Pat Bates, Ms. Carol Beaton

**Regrets:**

Ms. Carmelita Cechetto-Shea, Mr. Steve Wadden, Mr. Howard Windsor, Mr. Roland Thornhill

**Absent:**

Dr. Eddie Davis, Mr. Leo MacIntosh, Dr. Dianne Calvert-Simms

The Chair declared quorum and called the meeting to order.

**2 Minutes**

**2.1 - It was moved** by Mr. Ibrahim, seconded by Mr. Ellis to approve the public minutes of March, 2015. **Motion carried.**

**3 Business Arising**

**3.1 CBU Board Policy Updates**

Mr. Scott Thomas provided an update on the progress of the policies under development. He noted that he has met with the relevant stakeholders in follow up to the direction given by the board and developed draft policies. Every effort is being made to ensure these policies are transparent, clear and concise. Once the policies have been vetted through all parties and legal counsel, they will be presented to the Board in a complete form for their consideration.

**4 CEO/CAO**

**4.1 Report of the President**

President Wheeler drew particular attention to the upcoming convocation and expressed many thanks to all those involved in preparing these graduates for this monumental achievement. He also noted the employee engagement survey is now complete and the results are currently being reviewed. A report will be given to the Board once the results have been compiled. The success of the Women in Science event was also noted.

#### 4.2 Report of the Senate

Dr. Moir reported that Senate met on February 27<sup>th</sup>. The newly adopted consent agenda has produced an effective flow during the meetings. A full slate of courses was approved including co-op terms and a business internship. The departmental bylaws continue to be updated. Congratulations were extended on the approval of the co-op and internship programs as they will be welcomed by the business community in the CBRM.

#### 4.3 Special Announcements, Questions

The passing of former Eskasoni First Nation Chief Charlie Joe Dennis was recognized and sympathies were expressed for his family, friends and community.

The Canadian Coast Guard College is celebrating its 50th anniversary and Mr. LeBlanc encouraged members to attend the gala weekend coming up on the Labour Day weekend in September.

Mr. White reported that the presidential evaluation process has been complete and a report will be presented during the June meeting.

### 5 Treasurer's Report

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

- Current cash position remains healthy however, the SOFI loan repayment scheduled for March 23<sup>rd</sup> will have a significant impact.
- Student receivables have decreased slightly due to a reduced receivable from the Saudi Scholarship program and a modest increase has been realized in other student receivable balances.
- The reported inventory reflects the sale of the CBU Bookstore inventory to Follett Canada.
- The book value of investments totals \$26.9 million (\$32.6 million market value).
- Due to a change in accounting practices, accrued liabilities set aside for service awards and vacation entitlements will be exceeded.
- Early indications reflect a possible decline in the Spring/Summer Saudi Cultural Bureau cohort.
- Scholarship spending is tracking to be over budget as in the past three years, and with this continuing trend, a review of this process may be initiated.
- With no provisions for capital spending, alternatives must be identified for emergency situations.
- A modest improvement continues to be realized for residence operations finances.

Following a discussion on the history of the SOFI loan, **it was moved**, by Dr. Scott, seconded by Mr. Ellis that no future buildings be started until all funding is in place. Members agreed that some research on this type of policy and practise would be prudent prior to an institutional policy being approved. The **motion was withdrawn** with an expectation that a review and draft policy be presented during the fall meeting.

## 6 Committee Reports

### 6.1 Executive Committee

Chair, Mr. Ambröse White reported that the Executive Committee met on April 23<sup>rd</sup> and that all items discussed have been, or will be, covered on the Prologue or Public agendas.

### 6.2 Nominating Committee

Chair, Mr. White reported that the committee met on April 10, 2015 to discuss current vacancies on the CBU Foundation Board. **It was moved** by Mr. Ellis, seconded by Ms. Hines to accept the committee's recommendation to put forth the names of Mr. Robert Sampson, Mr. Mark Shannon, Mr. Terry Kelly, Mr. Steve Wadden and Mr. Bob Fowler to the Governor in Council for their consideration. **Motion carried.**

## 7 Items Requiring Action \ Decision

### 7.1 CBU Four Year Financial Plan

President Wheeler gave a detailed presentation of the proposed four-year sustainability plan for CBU and described it as a context for the 2015/16 budget and tuition policy. Key points were identified as:

- A proposed tuition strategy for the next four years.
- Securing higher levels of stability for campus modernisation (classrooms and labs) and safety budgets as well as investments in IT and student record systems.
- Delivering significant new bursary fund for students.
- Delivering significant progress on alternative revenue generation through the CBU Foundation.
- Allowing for significant voluntary shifts in contributions by faculty and staff.
- The achievement of enrolment targets, the replenishment of any reserves that may be used, and provincial negotiations were identified as potential risks.

Following the presentation **it was moved** by Dr. Stewart, seconded by Mr. Ellis that a committee be formed with a majority of faculty and student representation to review the administrative structure of CBU and propose suggestions to streamline this structure. Opinions were offered that a faculty and student committee would not be appropriate as it is this Board's fiduciary responsibility to review the structure. Mr. Ellis and Dr. Scott agreed that a joint committee of students, faculty and Board of Governors members would be more appropriate, but insisted that a majority be held by faculty and students. **Motion defeated. 6 Yeas / 20 Nays** In follow up, President Wheeler replied that a committee will be formed with a cross section of union and non-union representatives, students, and administrators as part of the proposed plan. **It was moved** by Mr. Fowler, seconded by Mr. Shannon to endorse the four year sustainability plan as presented. **Motion carried. 20 Yeas / 6 Nays**

### 7.2 Tuition Policy

In a PowerPoint presentation, Mr. MacInnis provided in depth detail on the Tuition Policy Discussion Paper circulated via email. A retrospective view of tuition policy in the Province of Nova Scotia and at CBU in recent years was presented along with the changing policy framework in Nova Scotia. Questions were addressed surrounding the provincial bursary, the reserve fund, and the pros and cons of issuing a direction before any other university in Nova Scotia. Other concerns and comments were addressed with respect to provincial tuition rates and proposed increases to tuition.

**It was moved** by Mr. MacInnis, seconded by Mr. Paul to endorse option A as outlined in the Tuition Policy Discussion Paper and its recommendations as presented. **Motion carried.**

## 7.2 Proposed 2015-2016 Operating Budget

A copy of the proposed 2015-2016 budget was circulated in advance of the meeting. In a PowerPoint presentation, Mr. MacInnis provided a detailed overview of the budget proposal, highlighting significant areas in addition to the four-year plan and tuition policy. Mr. MacInnis and President Wheeler addressed questions and concerns posed by Board members regarding first nation enrolment trends and funding, any potential impacts of human resources, the sustainability and viability of this plan and budget, and the reduction to the athletics department.

**It was moved** by Mr. MacInnis, seconded by Mr. Bates, approval of the 2015-16 operating budget as presented in the amount of \$48,906,567. **It was moved** by Mr. Ellis, seconded by Ms. Hines, to amend the budget and remove the \$173,000 reduction of the varsity volleyball team from the proposed budget. **Amendment motion defeated. 4 Yeas / 22 Nays Main motion carried. 20 Yeas / 6 Nays**

### 8 New Business – N/A

### 9 Presentations

The Chair recognized retiring Students' Union representatives, Mr. Brandon Ellis, Ms. Sarah Hines, Mr. Kenzie Cameron and Mr. Andrew Petrie and presented them with a parting gift. He thanked them for their work on behalf of the Students' Union and contributions as members of the Board of Governors.

### 10 Date of Next Meeting

The next meeting will be Friday, June 26, 2015.

### 11 Adjournment

**It was moved** by Mr. Kelly to adjourn the meeting at 2:07 pm.

  
Dr. Dale Keefe, Secretary to the Board