

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

**Friday, June 26, 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 (via teleconference), Dr. Scott Stewart (via teleconference), Mr. Brandon Ellis (via teleconference), Ms. Elizabeth Quirk, Mr. Liam Shannon, Mr. Kenzie Cameron, Ms. Carmelita Cechetto-Shea, Dr. Eddie Davis, Mr. Terry Kelly (via teleconference), Mr. Keith MacDonald, Dr. Anne Frances D'Intino, Mr. Bob Fowler, Mr. Brian LeBlanc, Mr. Gordon MacInnis (Treasurer), Mr. John Paul, Ms. Carol Ripley, Mr. Robert Sampson, Mr. Mark Shannon, Mr. Roland Thornhill (Vice Chair), Mr. Ambrose White (Chair), Mr. Pat Bates

Regrets:

Mr. Rany Ibrahim, Mr. Steve Wadden, Mr. Howard Windsor, Ms. Carol Beaton, Mr. Ben Cowan Dewar, Dr. Dianne Calvert-Simms

Absent:

Ms. Daphne Hutt-MacLeod, Mr. Leo MacIntosh

The Chair declared quorum and called the meeting to order.

2 Minutes

2.1 - It was moved by Mr. LeBlanc, seconded by Mr. Bates to approve the public minutes of April 24, 2015. **Motion carried.**

3 Business Arising – N/A

4 CEO/CAO

**4.1 Report of the President - Strategy Implementation Plan &
4.2 Values & Principles of Reorganization**

President Wheeler welcomed comments and questions on the content of CBU's Strategy Implementation Plan for 2015/16 circulated via email. He also provided background on the guiding principles for the CBU Sustainability Plan 2015-19 which was produced at the Board's request also circulated via email.

Concerns were expressed with the direction CBU has taken with respect to tuition increases and the impact it will have on students. It was noted that future tuition rates have not been declared at all universities in Nova Scotia and there is a strong likelihood of comparable increases. President Wheeler confidentially predicted that CBU may well be below average by the end of the coming

academic cycle. To address Mr. Ellis' comments and questions on alternatives to tuition increases, President Wheeler referred to the Board approved process as identifying a pro-active initiative that will be focused on the long term success of students and all those who work at CBU.

Dr. Stewart commented that CBUFA feels the process is in conflict with their collective agreement to which President Wheeler replied that it is intended to work in concert with all CBU groups and hopes it will achieve the human resource reductions through voluntary early retirements.

In response to the proposed logo change, President Wheeler replied that the cost will be minimal and that changes in stationary would not happen immediately. Current stock would be depleted before any changed inventory is ordered.

It was moved by Mr. Fowler, seconded by Mr. Thornhill that in order to ensure the future vibrancy of CBU, in a collegial manner and in conjunction with unions and students, that the Strategy Implementation Plan documents be endorsed as circulated. **Motion carried. 17 Yeas / 6 Nays**

After the vote, Mr. MacDonald suggested that student members might wish to present a four year plan or bring forward their position in response to this vote during the October meeting.

In response to a question on the announcement of the possible move of NSCC Marconi Campus to the downtown area, President Wheeler replied CBU was not consulted prior to this announcement and believes it would be premature to comment or speculate at this time.

4.3 Report of Senate

Ms. Bailey reported that during the final Senate meetings of the 2014/15 academic year various courses, departmental bylaws and the terms of reference for the standing committees of Senate were approved. A special executive meeting was held to discuss the request to have Senate representation on the now concluded, Rightsizing Committee, to which Senate appointed two members. Parchment translation to French, Gaelic and Mi'kmaq upon request was approved and a list of successful research grant applications was circulated.

4.4 Special Announcements, Questions

Sincere condolences were expressed to Mr. Ibrahim on the passing of his father.

5 Treasurer's Report

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

- The cash position remains healthy although substantially less than last year due to the repayment of the \$5.4 million SOFI loan.
- Student receivables reflect a decrease due largely in part to the declining Saudi enrolment numbers.
- Inventory levels, primarily related to the bookstore, reflect the sale and or write-offs of the CBU Bookstore.
- Investments as of May 31, 2015 total \$26.0 million.
- Accounts payable and accrued liabilities total \$3.4 million as of May 31, 2015.

- 2015 spring summer enrolments have declined as expected, in particular with the Saudi Arabian enrolments.
- Expenditures are in line with the budget expectations.
- An employee resource program (ERP) is being explored along with the possibility of joining the Nova Scotia Public Service Superannuation Pension Plan (PSSPP).

6 Committee Reports

6.1 Executive Committee

Chair, Mr. Ambrose White reported that the Executive Committee met on June 25th and that all items discussed have been, or will be, covered on the Prologue or Public agendas. He also noted that a task force for the repurposing of the Canada Games Complex has met and will be planning community consultations in the coming weeks and months.

6.2 Audit Committee

6.2.1 Report of Meeting held June 25, 2015

Chair, Mr. Ambrose White, reported the Audit Committee met on June 25th where they were joined by MGM representatives Mr. Darren Chiasson and Mr. Sonny MacDougall. Mr. White noted the continued appreciation expressed by MGM for Mr. MacInnis and the staff on the level of talent, professionalism, and cooperation they received during the audit process. He further reported that MGM issued a clean report with only two recommendations that have been addressed by management.

6.2.2 2015/15 Draft Audited Financial Statements

A copy of the draft audited financial statements was circulated electronically in advance of the meeting. Mr. MacInnis highlighted major revenue and expenditures in excess of \$100,000; key balance sheet points with regard to student receivables, long term debt, and endowment funds, reserve funds, and special project funds.

It was moved by Mr. MacInnis, seconded by Ms. Ripley, to accept the draft Audited Financial Statements for 2014/15 as presented. **Motion Carried.**

6.2.3 Appointment of Auditors

Mr. White reminded members that during the last RFP process, seven years ago, the fees submitted from other firms were in excess of \$10,000 of the current year MGM fees. The Audit Committee discussed the RFP process for auditors while taking in to consideration the exceptional service received from MGM over the last number of years. The committee agreed to recommend to the board that MGM be renewed for the 2015-2016 reporting period.

It was moved by Mr. MacInnis, seconded by Mr. MacDonald, to renew MGM as CBU Auditors to June 30, 2016. **Motion Carried.**

6.3 Investment Committee

On behalf of the committee chair, Mr. MacInnis referred to the annual report as circulated with the meeting material, drawing attention the recommendations as presented. **It was moved** by Mr. MacInnis, seconded by Ms. Bailey to receive and endorse the report and recommendations as presented. **Motion carried.**

7 Items Requiring Action \ Decision – N/A

8 New Business – N/A

9 Presentations

9.1 Scott Thomas – Board Policy Update

In a PowerPoint presentation Mr. Thomas provided members with an overview of the work being done to ensure CBU has clear, concise and thorough policies.

Members were requested to review the circulated proposed board policies within the next week and provide comments and suggestions. An email vote will be taken at that time for endorsement.

9.1 Lois Devoe – Employee Engagement Survey

In a PowerPoint presentation, Ms. Devoe provided members with an update on the results of the now concluded Employee Engagement Survey. Various questions and themes were described and a list of recommendations to address any issues revealed was identified. A timeline and action plan was outlined.

10 Date of Next Meeting

The next meeting will be Friday, October 30, 2015 and is the day before the fall Convocation.

11 Adjournment

It was moved by Mr. Fowler to adjourn the meeting at 12:08 pm.



Dr. Dale Keefe, Secretary to the Board