

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

**Friday, March 11, 2016  
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 Stewart, Ms. Wendy Wadden, Mr. Brandon Ellis, Mr. Taylor Burton, Mr. Liam Shannon, Mr. Kenzie Cameron, Dr. Eddie Davis, Mr. Rany Ibrahim, Mr. Terry Kelly, Mr. Keith MacDonald, Ms. Daphne Hutt-MacLeod, Mr. Darryl Poirier, Mr. Howard Windsor, Dr. Ann Francis D'Intino, Mr. Bob Fowler, Mr. Gordon MacInnis (Treasurer), Ms. Carol Ripley, Mr. Michael Sandalis, Mr. Mark Shannon, Mr. Roland Thornhill (Vice Chair), Mr. Ambrose White (Chair), Mr. Pat Bates, Ms. Carol Beaton

**Regrets:**

Ms. Eleanor Bernard, Ms. Carmelita Chechetto-Shea, Ms. Millie Colbourne, Mr. Steve Wadden, Mr. Brian LeBlanc, Mr. Darren Desmond, Mr. Robert Sampson

The Chair declared quorum and called the meeting to order. Welcomes were extended to Dr. Scott Moir and Mr. Calvin Howley attending with speaking privileges to address any questions or comments on the Article 39 report submitted by Mr. John Malcom.

**2 Minutes**

**2.1 - It was moved** by Mr. Ibrahim, seconded by Ms. Bailey to approve the Public Minutes of December 10, 2015. **Motion carried. Abstentions: 1**

**3 Business Arising – N/A**

**4 CEO/CAO**

**4.1 Report of the President**

President Wheeler referred to his written report circulated with the meeting documentation and welcomed any comments or questions. He noted the Indigenisation Strategy, now called Embracing the L'nu, is progressing well with policies being pursued to ensure aboriginal knowledge and rights are featured broadly across the activities of CBU. A position paper is in development for the reshaping of Unama'ki College and many thanks were extended to Dan Christmas, Eleanor Bernard, and John Paul who have been involved as advisors in this effort. Many congratulations were extended to Dean Stephen Augustine and Dr. Ashlee Cunsolo-Wilcox on the overwhelming success of their free access course on Mi'kmaq history and culture. Also included in the report were four policies presented for discussion and adoption.

With respect to the adoption of the Embracing the L'nu (Indigenisation) policy, President Wheeler agreed that this approval should also be sought at the Senate level as it is one that overlaps both entities. **It was moved by** Mr. Fowler, seconded by Ms. Bailey that the four policies presented in the

Report of the President be approved, subject to presentation and consideration by Senate. **Motion carried.**

On the question of the proceeds from the windfarm being used for the repayment of the SOFI loan, Mr. MacInnis replied this was a decision adopted by the Board of Governors and that he would provide further clarification and a record of this decision if needed.

Mr. Ellis noted that during a recent meeting of the Saint Francis Xavier University Board of Governors, a motion was approved to further engage in consultation on ancillary and tuition fee increases with their Students' Union. He requested that the CBU Board and/or administration consider entering in to a similar agreement of consultation. President Wheeler and Mr. MacInnis replied that CBU would agree to open a conversation to discuss a potential agreement of consultation.

In reply to a question on Hotcourses, **it was moved** by Mr. Kelly, seconded by Mr. Ellis to give speaking privileges to Ms. Stacey Black to allow for a reply. **Motion carried.** Ms. Black then detailed Hotcourses as the largest higher education search engine for international students looking to study outside of their home country. CBU's starting markets were India, China and Russia and within 24-hours of the launch of the India page, 21 students applied or enquired and 38 students have shortlisted CBU. The remaining sites (in local languages) will launch shortly.

#### 4.2 Report of Senate

Ms. Wadden highlighted the following from the February 12<sup>th</sup> meeting of Senate:

- The academic dates for 2017/18 timetable were presented.
- Dean of Research, Teaching & Graduate Studies provided the Annual Research Report presentation and highlighted CBU will have a Research Month rather than a Research Week this year.
- Dr. Keefe provided a combined report for the President and the Vice President, Academic & Provost detailing the success of the MIKM 2701 course; course development that will ensure all students have some exposure to information about the indigenous peoples in Canada; the completion of the SST QA review; a presentation on the academic reorganization of CBU and the development of an Enrolment Management Services model.
- Approvals of new courses, the SST QA report, the Graduate Attributes document was circulated for future discussion and the policies for Minimum Technology Standards for Online Course and Electronic Devices are being updated.

In follow up to the QA process with respect to the moratorium, Dr. Keefe responded that as of March 9<sup>th</sup> MPHEC lifted the moratorium and at the same time approved the Bachelor of Arts Community Studies, Honours/Major in Sport and Physical Activity Leadership (SPAL) program.

On the question of the online MED being launched prior to the MPHEC moratorium being lifted, President Wheeler replied that the offering is restricted and is clearly stated on the CBU website. He further noted that MPHEC does not have a mechanism for the quality assurance of online courses and that the NS Department of Education will not be approving any education program until at least 2018. Prior to offering the course it was approved and credited in Manitoba and that during the approval process in Manitoba the universities in that province were consulted.

#### 4.3 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. The following key items were highlighted and discussed:

- The reported decline in the cash position relates to the repayment of the SOFI loan and the bridge finance of the CBU windfarm.
- Student receivables have decreased due to a reduced receivable from the Saudi Cultural Bureau as a result of a decline in the Saudi cohort.
- Tuition for the fall/winter and differential fee revenue is projected to fall short of budget but will, in part, be offset by increased MBA program and spring/summer revenue.
- The receivable from the Province is related to balances owing from the Nova Scotia Tuition Rebate Program for the 2015/16 fall/winter semester.
- Currently there are 20 students in the deregistration process.
- Investment totals \$29.1 million (market value of \$31.9 million).
- Details with respect to balances owing from the CBU Foundation and the CBU Endowment Fund.
- Accounts payable and accrued liabilities including ERIP obligations, service award/vacation accruals, accrued salaries, student union fees, meal plan fees and normal trade payables.
- A reminder was offered that the decline in the long term debt reflects the repayment of the SOFI loan.
- Ancillary enterprises related to the Canada Games Complex, residence operations and parking operations.

Comments and many thanks were extended by the Board for the hard work and determination of Interim Dean Karaphillis in the support and promotion of CBU MBA program.

In response to reasons for the decrease in occupancy rate, Mr. MacInnis replied there could be a variety of factors and that one is not more dominant than any other. CBU continues with efforts to increase occupancy however this decline is being felt at universities across Atlantic Canada. The possibility of alternatives have been discussed and an issue paper detailing possible options for the residences will be produced in the coming months. Suggestions for possible uses of the residences were discussed and offered such as crash pads, including rooms with scholarships, engagement with the Students' Union house councils, further consultation with students with a view of student life on campus, as well as partnering with external entities and organizations.

With regard to the Canada Games Complex and the possibility of finding an alternative for its use or a potential outside operator Mr. MacInnis replied that although this would be ideal, the likelihood is minimal and as approved during the April 2015 meeting, the closure process of the complex is near completion with a closure date anticipated at the end of the current seasonal obligations.

## 6 Committee Reports

### 6.1 Executive Committee

The Chair reported that the Executive Committee met on March 10<sup>th</sup> and that all items discussed have been, or will be, covered on the Prologue or Public agendas. The committee spent much of their time discussing the residence operations and requested an issue paper be developed for the next meeting and will follow up with the full Board on any findings that come of this report.

## 7. Presentations

### 7.1 Dr. Tanya Brann-Barrett – Annual Research Report

In a PowerPoint presentation, Dr. Brann Barrett, detailed the 3<sup>rd</sup> Annual Research Report as a means of quantifying research at CBU. Responding to comments and questions as they arose, she highlighted and discussed research funds, industry engagement, collaborations, and the research environment at CBU. An online version of the full report was also made available via a circulated link.

## 8 Items Requiring Action \ Decision

### 8.1 Public Sector Pension Plan (PSPP) Option for CBU

Referring to the memorandum circulated with the meeting package, Mr. MacInnis explained it as a description of the processes taken to date to explore the option of CBU employee groups joining the PSPP. The various advantages and disadvantages were outlined in the memorandum. Dr. Stewart noted that the opinion of the CBUFA group has not yet been determined and the group has requested more detail prior to a final decision being made. Mr. Kelly noted that an executive summary is listed on the Nova Scotia Public Pension website.

### 8.2 Article 39 Committee Report

As discussed in the Prologue session, a memorandum has been signed between CBU and CBUFA to officially pause the collective agreement mandated process and that any discussion on this report during this meeting or any other meeting of the CBU Board of Governors will in no way constitute the Board of its obligation under article 39.9 of the CBUFA Collective Agreement and no decision or recommendation will be presented on this report. Many thanks and appreciation was extended to Mr. John Malcom, Mr. Calvin Howley, Dr. Scott Moir, Mr. Gordon MacInnis and Dr. Dale Keefe for their diligent work in the production of the circulated report. As noted in the MOA a committee will coordinate a meeting of the two groups where they will decide if a chair is needed and then commence the work as described in the MOA.

### 8.3 2016/17 Budget Update

Referring to the memorandum included in the meeting material detailing an update to the 2016/17 operating budget, Mr. MacInnis circulated an addendum to the memorandum. A series of proposed policy initiatives or changes that will have a direct impact upon the development of the 2016/17 operating budget including:

- Restatement of financial goals of reorganization plan approved by the Board of Governors in the Spring of 2015
- Harriss Endowment earnings allocated to general revenue effective 2016/17
- Fundraising costs partially allocated to fundraising revenues
- Strategic investment fund established effective 2017/18

Mr. MacInnis responded to comments and suggestions with respect to the proposed changes to the fundraising revenues and costs, efforts that could realize a back-to-balance status by 2018, and concerns with the proposed allocations of the Harriss Endowment earnings.

**9 New Business**

President Wheeler noted the Student Bursary Program Proposal circulated for information with the meeting documentation and thanked all those involved in the development of the proposal.

**10 Open Session – N/A**

**10 Date of Next Meeting**

The next meeting will be on Friday, April 22, 2016.

**11 Adjournment**

It was moved by Dr. Stewart to adjourn the meeting at 12:06.

  
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Dr. Dale Keefe, Secretary to the Board