

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

**Friday, December 6, 2019
Following Prologue
CE-339**

Mr. Sampson began with the acknowledgement that Cape Breton University is located in Mi'kma'ki, the ancestral and unceded territory of the Mi'kmaq People. This territory is covered by the "Treaties of Peace and Friendship" which Mi'kmaq and Wolastoqiyik (Maliseet) people first signed with the British Crown in 1726. The treaties did not deal with surrender of lands and resources but in fact recognized Mi'kmaq and Wolastoqiyik (Maliseet) title and established the rules for what was to be an ongoing relationship between nations.

1 – 5 Opening Information/Discussion

Present:

Mr. Robert Sampson (Chair), Ms. Denise Allen (Vice Chair) Mr. David Dingwall (President), Mr. Gordon MacInnis (Treasurer), Dr. Richard MacKinnon (Secretary), Mr. Bill Burke, Mr. Pat Bates, Ms. Carol Beaton, Dr. Sheila Christie, Mr. Michael Claener, Ms. Melissa Deane, Dr. Donnie Holland, Mr. Calvin Howley, Mr. Terry Kelly, Mr. Keith MacDonald, Mr. Bernie MacLennan, Mr. Keith Maher, Ms. Tara Milburn, Mr. Jim Mustard, Mr. Steve Parsons, Mr. Darryl Poirier, Mr. Michael Sandalis, Ms. Harman Singh, Ms. Ann Sylliboy, Mr. Steve Wadden

Regrets:

Dr. Ann Francis D'Intino, Ms. Emma Drohan, Ms. Angela Houston, Mr. Pierre Jean, Ms. Amanda Mombourquette, Mr. Kirk MacRae, Ms. Amara Othman

Absent:

Mr. Partee Brar, Mr. Samuel Shaji

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

2 Minutes

2.1 - It was moved by Mr. Sandalis, seconded by Mr. Poirier, to approve the Public Minutes of October 26, 2019. **Motion carried.**

3 Business Arising – N/A

4 Reports

4.1 Report of Senate

Dr. Christie reported that Senate met on November 8th when Stephen Augustine provided members with a presentation on Mi'kmaw history and governance and he introduced the Learning the L'Nu Way offerings which all CBU staff and faculty are being encouraged to take. Senate is also working on regularizing the spring / summer timetable, adjusted the co-op programs, and will soon be reviewing the Academic Plan and pre-budget discussions have also begun. She also noted that CBU has three new Canada Research Chairs. Ms. Milburn offered her expertise to Senate with regards to sustainability.

4.2 Report of the Students' Union – N/A

4.3 Special Announcements, Question – N/A

4.4 President's Report

President Dingwall referred to his report circulated in advance of the meeting. In addition to the report, he noted that he has engaged with the two newly elected members of Parliament and that an appreciation night for Cape Breton island educators will be held on December 12th.

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:

- CBU's cash position remains quite strong.
- The student accounts receivable balance has increased substantially due to increased international student enrolment which generates higher tuition and fee charges. Some increase in the allowance for doubtful accounts and associated bad debt allowance is expected by year end.
- The receivable from the Province of Nova Scotia, including restricted grants for the CBU Nursing Program, the Bachelor of Education program, and the Beaton Institute/CBU Art Gallery has encountered a delay in receiving this funding as the Province seeks to increase reporting requirements for all conditional grant payments.
- Prepaid student deposits reflect a combination of (1) monies paid by accepted students who may be awaiting student visas to attend CBU, and (2) payments for registered students where initial deposits/payments exceed fees associated with their current level of registration.
- 2019/20 Fall/Winter tuition and fee revenue is expected to exceed budget with final estimates pending winter 2020 enrolment levels available in January of 2020.
- Growth in the international marketplace continues to have a significant impact upon the institution. This has resulted in needed investments in classroom, classroom support, and administrative areas as the institution transitions to this increased enrolment level. This also significantly increased recruitment/retention (agent fee) costs and elevates risk related to student financial account management.
- The Finance module of the ERP project went live on December 1st with work continuing on the balance of the modules throughout 2020.

On the question of freezing accounts, Mr. MacInnis responded this is a new effort to identify those who have outstanding balance and those that have not shown up as CBU has no attendance management policy for students.

6 Committee Reports

6.1 Executive Committee

Mr. Sampson, reported that the Executive Committee met on December 5th when the Committee approved the agenda items for the meetings today. All items discussed have been, or will be covered by other agenda items.

6.2 Investment Committee

On behalf of the Committee Chair, Mr. MacInnis reported that the Committee met on December 5th and reviewed the financial performances, a report on scholarships and donations, and Eckler has been asked to perform an asset allocation.

7 Items Requiring Action \ Decision – N/A

8 New Business – N/A

9 Presentations – N/A

10 Open Session – N/A

11 Date of Next Meeting

The next meeting will be on Friday, March 6, 2020.

12 Adjournment

It was moved by Mr. Poirier to adjourn the meeting at 11:40 pm. **Motion carried.**



Dr. Richard MacKinnon, Secretary to the Board