

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

**Friday, December 6, 2024**

**Following Prologue**

**Board of Governors Conference Room – CE339 / MS Teams**

**1 – 5 Opening Information/Discussion**

**1. Roll Call**

**Present:**

Ms. Denise Allen (Chair), Mr. David Dingwall (President), Mr. Gordon MacInnis (Treasurer), Dr. Rod Nicholls (Secretary), Mr. Michael Claener, Ms. Harsimran Kaur Antaal, Ms. Sophia Butler-Doucette, Ms. Melissa Dean, Dr. PJ Devereaux, Mr. Kendrick Douglas, Mr. Michael Henick, Ms. Sarah Hines, Mr. Rany Ibrahim, Mr. Adam Jamieson, Ms. Sandra Kanchuk, Mr. Terry Kelly, Ms. Lori Kennedy, Dr. Janet Khunke, Mr. Brett MacDougall, Mr. Keith Maher, Mr. Michael Sandalis, Mr. Bill Smith, Ms. Ann Sylliboy, Mr. Steve Wadden

**Regrets:**

Mr. Kirk MacRae (Vice Chair), Dr. Sahand Ashtab, Dr. David Gerbasi, Ms. Ava Graham, Ms. Monette Pasher, Mr. Ian Parker, Ms. Nancy Samson, Mr. Michael Sandalis

The Chair declared quorum and called the meeting to order.

Ms. Allen acknowledged that Cape Breton University is located in Unama'ki, the ancestral and unceded territory of the Mi'kmaq people, who is acknowledged as the past, present, and future caretakers of this land. Our relationship is based on a series of Peace and Friendship treaties between the Mi'kmaq Nation and the Crown, dating back to the early 18<sup>th</sup> century. We recognize that "We are All Treaty People."

Ms. Allen then introduced Ms. Lori Kennedy to her first meeting and returning board member, Mr. Terry Kelly. She also introduced the new members of the Students' Union: Harsimran Kaur Antaal, President, Ava Graham, Executive VP, Olabode Peters Olaniran, VP Finance & Operations and Sophia Butler-Doucette, VP Promotions.

Mr. Michael Sandalis had to leave early and asked that the following statement be read as it was his last meeting. " Please pass on my regrets to miss the rest of my last meeting to David and others. My intention was to express my gratitude and trust for being selected to the CBU board for the last three terms. Thank you and I look forward to watching CBU continue to grow."

**2 Minutes**

**2.1 - It was moved** by Dr. Devereaux, seconded by Mr. MacInnis, to approve the Public Minutes of June 20, 2024. **Motion carried.**

### **3 Business Arising – N/A**

## **4 Reports**

### **4.1 Report of Senate**

Mr. Henick reported that the Senate has met three times since the last Board meeting and most of their work has been around new course proposals, the pre-budget recommendations and preparing for the new year. On behalf of Senate, he wished all members a very happy and safe holiday season and they too wished to extend congratulations to President Dingwall on his King Charles III Coronation Medal.

### **4.2 Report of the Students' Union**

With only being in office for a short time, Ms. Kaur Antaal reported that they are very excited to work with the Board of Governors. She detailed some of the projects they will be working on including the Cape Café in the Verschuren Centre, the honours society banquet, and work will begin soon on their strategic planning.

### **4.3 Special Announcements, Questions**

As noted in the report of Senate, Ms. Allen also congratulated President Dingwall, who was awarded the King Charles III Coronation Medal in recognition of his contributions to education and public service. The Lieutenant Governor of Nova Scotia, the Honourable Arthur J. LeBlanc, presented the medal at an investiture ceremony in Halifax.

### **4.4 President's Report**

President Dingwall referred to his circulated report and added the following:

- he attended the Cape Breton Building Trades Holiday Social where they generously donated \$200,000 to the CBU med campus
- the new Strategic Plan is near completion
- congratulations were extended to the Students' Union on a very successful honours society banquet
- the med campus project and the Canada Games Complex projects continue on schedule

## **5 Financial Report**

The Treasurer's Report to December 1<sup>st</sup> was presented as circulated. For the benefit of the new members, he provided a detailed report and responded to comments and questions as they arose, Mr. MacInnis noted the following:

The Treasurer's Report to September 30<sup>th</sup> was presented as circulated with the meeting package. Responding to comments and questions as they arose, Mr. MacInnis noted the following:

- CBU's cash position remains very healthy thanks to capital financing received from the Province of Nova Scotia, deposits from international students seeking to study at CBU, and CBU reserve balances.
- The fall 2024 enrolment level totals 7,992 students. With 1,353 post-baccalaureate students scheduled to complete their program in fall 2024, it is expected that overall enrolment for the winter term will be approximately 7,000, assuming the winter intake of new students is

reflective of the fall 2024 experience. While the university's Strategic Enrolment Management plan contemplated a reduction in enrolment levels to approximately 7,000 students by 2026/27, it is apparent that this decline will likely be more significant (at least in the short to mid-term) and certainly more rapid than planned.

- The tuition revenue implications of reduced enrolment in both undergraduate programs and post baccalaureate new students will have a significant revenue impact upon the institution, at least 2- 3 years in duration as current student cohorts work their way toward program completion. The current year revenue impact is somewhat sheltered by the tuition fee revenue related to April, being the last month of the 2023/24 academic cycle but first month of the 2024/25 fiscal year, when enrolment was at a record level.

## 6 Committee Reports

### 6.1 Executive Committee

Ms. Allen reported that the Executive Committee met on December 5<sup>th</sup> when the Committee approved the agenda items for the meetings today, they received an update from President Dingwall on succession planning, and a detailed presentation on the work of the Presidential Review Committee.

## 7 Items Requiring Action/Decision

### 7.1 Presidential Review Committee

In a PowerPoint presentation, Mr. Kelly advised that after a fulsome presentation to the Executive Committee, the Presidential Review Committee's (PRC) recommendation was accepted and the same presentation was given during the prologue session. Following that discussion, **it was moved** by Mr. Smith, seconded by Dr. Devereaux, the Executive committee recommend to the Board of Governors that they pass a motion authorizing the payments to President Dingwall of a discretionary performance bonus in the amount of \$36,000 related to the March 31, 2023 fiscal year and a performance bonus of 10% of base salary related to the March 31, 2024 fiscal year. **Motion carried. Abstentions: 7 (all internal members present)**

## 8 New Business – N/A

## 9 Presentations - N/A

## 10 Open Session

### **11 Date of Next Meeting**

The next meeting will be on Friday, March 7, 2025.

### **12 Adjournment**

**It was moved** by Mr. Kelly, seconded by Mr. Devereaux, to adjourn the meeting at 12:15 pm.  
**Motion carried.**

**Dr. Rod Nicholls**  
**Secretary to the Board**