

In attendance: Grant Machum (Chair), John Carruthers (Treasurer), Dianne Taylor-Gearing (President), Ian Austen, Rob Cameron, Ross Cantwell, Louise-Anne Comeau, Elizabeth Currie, Caleb Hung, Kim Knoll, ME Luka, Matthew MacLellan, Alan MacPherson, Jane Milton, Mathew Reichertz, Yalitsa Riden, Jeff Somerville

Invited: Sharon Blanchard (Director School of Extended Studies, Presentation), Kenn Honeychurch (P-VPAR), Sharon Johnson-Legere (VPFA)

Regrets: Margaret Fountain, Julia Rivard-Dexter, Gordon Whittaker

1. Call to Order: Meeting called to order at 4:05 with the establishment of quorum.
2. Declaration of Conflict of Interest: No conflicts of interest were declared based on the agenda circulated.
3. Acceptance of the Agenda: With no changes or additions requested, K. Knoll made a motion to accept the agenda as circulated. Motion carried.
4. Director, School of Extended Studies gave a presentation to the Board highlighting the scope, reach and impact of the School of Extended Studies at NSCAD University, to the wider community and social engagement, and some plans for the future. Questions after the presentation focused on possible operational additions to continue improving the outreach work of the School. In depth financial information was not included; it was noted that the donation from TD Bank has been crucial to recent operations for Service Learning.
5. Adoption of the Minutes: with no additions or corrections brought forward, the minutes for the meeting of October 23, 2014 are declared adopted as a true record.
6. Key Correspondence: No correspondence has been received to share.
7. President's Report: as circulated. The report covered recent events at the University, and the President's role in working with the Strategic Planning Committee in the development of a draft laser-focus Strategic Pillars and Values model; an overview of the President's recent engagements and achievements of the NSCAD University community.

8. Consent Agenda: Governors were asked to pay special attention to the Calendar of Events provided in the University Relations report; no items being requested for removal, the reports in the consent agenda are considered received. These include the Statutory Remittance Certificate, Facilities Certificate, University Relations Report, Minutes from May 8, 2014 of the Occupational Health and Safety Committee.
9. No items removed from the Consent Agenda
10. Business Arising from the Minutes: the Action Chart was reviewed, with updates for ongoing items.
11. Report from SUNSCAD: President Caleb Hung gave a verbal report regarding the recent activities of the Student Union, including a focus on improving the SUNSCAD Food Bank, advocating for students, student care packages for exam time, recommendations from their mental health working group, and updates on the consultations with the government regarding the next MOU.

Chair Machum offered thanks to Caleb Hung for taking new governors on a tour of the Fountain, Academy and Port Campus prior to the meeting.

12. Report from Governance and Human Resources: committee chair G. Machum offered a verbal report. Arising business concerning the immigration status of the President has been identified as a potential Institutional Risk due to recent changes that have been made to federal immigration policies that affect work permits. This has propelled NSCAD to assist our University President to alter her immigration status. The committee has been communicating to work out the details of these changes. The next meeting of the GHR committee is scheduled on February 11, 2015.
13. Report from Audit and Risk Oversight: committee chair J. Somerville reviewed circulated minutes, and offered updates on the Enterprise Risk Management project. A consultant has been selected, and work will begin in December. Legal matters were brought to the attention of the governors; they were also informed that the University's insurance coverage has been reviewed by the committee and deemed satisfactory. The next meeting of the ARO committee is scheduled on March 4, 2015.
14. Report from Advancement: committee chair E. Currie reviewed circulated minutes, and offered updates on research regarding issuance of US dollar tax receipts, and the history behind a failed auction house fundraiser project. The project will be investigated further as a possible future fundraiser. The governors agreed that the current arrangement for US dollar donations is sufficient to our needs, but should be

reviewed regularly. An organizing committee will meet in early December to plan a recognition event for sponsors and donors. The next meeting of the ADV committee is scheduled on February 4, 2015.

15. Report from Financial and Physical Resources: committee chair J. Carruthers reviewed circulated minutes, and offered an overview of the committee's current focus – space utilization and balanced budgets. Regarding the request of the governors from October 23 that new financial reports be provided at every Board meeting, information regarding reporting practices across the region was reviewed, with the conclusion that no institution is reporting more than quarterly to their Board. It is also understood that monthly reporting would require a significant increase of staffing hours. This will mean that two meetings will not have new financial statements presented (January, April). The next meeting of the FPR committee is scheduled on February 24, 2015.
16. Strategic Planning Committee: a full report was deferred; the President's report provided the current status of the draft laser-focus Strategic Pillars and Values model. The model will be presented to SUNSCAD Executive on December 3, Academic Council and Faculty Forum on December 8, to the Alumni Association on December 9 and to an open consultation meeting for NSCAD University internal community on December 10, 2014. All feedback comments will be considered and inform a final draft plan to be completed for January 2015.
17. Report from the Chair: review of the *Blue-Sky Thinking* Board Retreat held on the morning of November 22, the Facilitator did have an opportunity for pre-meeting discussions with the majority of members. This enabled focused discussions informed by presentations by NSCAD University President and VP's and Chair and member of the Financial and Physical Resources Committee. Outcomes from the Retreat will be enshrined in the Strategic Plan longer-term vision and inform the President's goals and measurable objectives. A self-financed retreat will be arranged for late March to early May to further discuss longer-term strategy. The Chair offered thanks to A. Murray and the President for the organization of the retreat, and to K. Honeychurch, S. Johnson-Legere, R. Cantwell and J. Carruthers for their presentations. It was agreed that the retreat was very insightful. Our time is now.

Presentations and notes from the retreat will be posted on Sharepoint.

18. Other Business:
  - a. A new space at the Port Campus is receiving attention from students; there is word that a 20,000 sq ft board room will be put in to house the furniture and

telepresence equipment of the internalized Institute for Applied Creativity. The governors were told that no agreement has yet been reached. Governors were also informed that professional operational space for the telepresence equipment is a condition of the funding agreement that provided the equipment. Governors heard that students are requesting that a 'right-size' approach be taken to planning this space, as it will be for the rest of the university.

- b. Room capacity issues and signage were discussed as brought up in the Occupational Health and Safety minutes. Administration will look into the communication of room capacities and follow up.

19. In camera: by motion (carried) of M. Reichertz, the Board went in camera at 6:09. The Board removed from in camera at 6:28 by motion (carried) of R. Cameron. Administration was asked to follow up on questions regarding the School of Extended Studies.

20. Motion to Adjourn by K. Knoll (carried). Adjourned at 6:29. The next meeting of the Board of Governors is scheduled on January 15, 2015.

*Recorded by A. Murray, Executive Assistant Governance*

*Edited and approved as draft by G. Machum, Chair*

*Adopted for publication by the Board of Governors on January 15, 2015*