

1 According to Mr. Malone, the report was not completed by the Bursar, Ms. Ursula Moore.
2 However, a preliminary progress report was submitted. After receiving some advice from the
3 Finance Committee, the Bursar is to complete the report and submit it on July 13, 2012.

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5 Mr. Gaskin expressed his concern that the College is paying large sums of money to persons
6 for not performing and believes that the Deputy Bursar and the Bursar should be at the
7 Finance Committee meeting to ensure continuity of work.

8 9 *Retreat*

10 The Finance Committee recommended that a retreat be held for the Board, Administration,
11 and Department Heads to discuss the College's finances. The recommended date is
12 September 7, 2012, at 8:30 a.m. at the Marine Centre.

13
14 Mr. Gaskin moved and Mrs. Parsons seconded that the report of the Finance Committee be
15 accepted. The motion carried.

16 17 **6. Discussion Items**

18 *Vision and Mission Statements*

19 After a review of the revised vision and mission statement, the word "The" was deleted from
20 the first line of the mission statement. Mrs. Parsons moved and Mr. Malone seconded that
21 the vision and mission statements be accepted as amended. The motion carried.

22 Dr. Wheatley shared that the vision and mission statements will be used effective as of today.
23 The approved statements are as follows:

24 25 Vision Statement

26 H. Lavity Stoutt Community College will be a regional college of choice for higher education
27 and lifelong learning. It will aid in the improvement of life, a vibrant economy, and nation
28 building.

29 30 Mission Statement

31 H. Lavity Stoutt Community College provides quality higher education and lifelong learning
32 that is responsive to changing community needs, the global economy and evolving
33 technology. The offerings promote individual growth, economic, social, and cultural
34 development.

35 36 *Permanent Employment*

37 Dr. Wheatley explained that, for the life of the College, contracts were given to persons for
38 either two or three years. He raised with the Board the permanent establishment of staff and
39 referenced the need to understand that people need some stability in their jobs. Dr. Wheatley
40 also referred Board members to the College Act, section 17, subsection 2, of the first
41 schedule which provides for people to be established permanently.

1 According to Dr. Wheatley, a number of persons have been working at the institution for a
2 number of years and could be granted permanency instead of renewing their contract every
3 two years if qualified.

4 Dr. Wheatley shared that there is a large number of employees in the institution that need
5 tenure security and the Board should appoint them and not offer contracts. He reiterated that
6 not all of the employees would receive permanency.

7
8 Dr. Archibald stated that the College has reached a critical point in its growth. No employee
9 has tenure, from the President right down, everyone is on contract. He further explained that
10 there is no person existing (working) in the history of the College with tenure.

11 According to Dr. Archibald, the drafted College Act has been revised to include permanency
12 of employment. Dr. Archibald distributed a report from the Committee that reviewed the
13 College Act date July 11, 2011. He asked Board members to read the Review of the College
14 Act Report, page 3, (iii) to substantiate the seriousness of the Board's responsibilities.

15
16 Mrs. Parson stated that Board members would need to get a list of all employees and their
17 status. One of the concerns is that permanency will not be granted to everyone therefore the
18 various positions need to be evaluated.

19 Mr. Malone recommended that the list include the positions, not necessarily the names, and
20 guidelines or criteria be developed for deciding tenure and permanency because the two are
21 different. Mr. Smith stated that he agrees on the principle but would prefer to have specific
22 information in order to make a decision concerning the matter at hand.

23
24 Dr. Wheatley explained that the matter of permanent employment will not be concluded at
25 this Board meeting. He would like everyone to look at the information first and then have the
26 matter regulated.

27
28 *Transfer of Permanent Secretary*

29 Dr. Dawson shared that Minister Myron Walwyn requested verbally, and later in writing to
30 Dr. Wheatley, to have Mrs. Carolyn O'Neal- Williams be placed with the institution. The
31 position for which she is being considered is as Special Assistant to the President. Dr.
32 Dawson explained that he wrote a letter on May 1, 2012, to Minister Walwyn acknowledging
33 his request and outlining pertinent information needed in order to make the transition.

34 Dr. Wheatley shared that both Mrs. O'Neal-Williams and Mr. Angel Smith are two transfers
35 that the College is dealing with from Government.

36
37 Mr. Smith voiced his opinion that persons who are being transferred should apply just like
38 everyone else. His concern is whether persons are suited for the College's needs and are
39 qualified for the post being sought. Mr. Smith wanted it reflected in the Board minutes that
40 the Board took proper actions and deliberated on the matter.