
NORTHWESTERN POLYTECHNIC
BOARD OF GOVERNORS

Board Meeting

Thursday, October 19th, 2023
4:00 – 7 PM | Grande Prairie Campus



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|-----------------------|--------------------------|------------------|----------------------|
| In Attendance: | Shawna Miller | Brent Cage | Vanessa Sheane |
| | Darlene Horseman | Lorne Radbourne | Johan Bolton |
| | Angela Birnie-Browne | Lydell Torgerson | Heather Kerschbaumer |
| | Dominique Fjeld | Andrew Pietsch | Cody Beairsto |
| | Melanie Pack | | |
| Guests: | Georgia Greenwood-Duncan | Thomas Watts | Cindy Park |
| | Carly McLeod | Jarem Gurney | |

1. Call to Order

Territory Acknowledgement and Opening Blessing: *We acknowledge the homeland of the many diverse First Nations and Métis people whose ancestors have walked this land since time immemorial. We are grateful to work, live, and learn on the traditional territory of Treaty 8.*

2. Standing Items

2.1. Approval of October 19th, 2023, Agenda

Moved by Melanie Pack that the Board of Governors approves the agenda as presented.

2.2. Approval of June 1st, 2023, Minutes

Moved by Lorne Radbourne and seconded by Dominique Fjeld that the Board of Governors approve the June 1st, 2023, minutes be accepted as amended.

2.3. Approval of June 30th, 2023, Special Meeting Minutes

Moved by Lydell Torgerson and seconded by Melanie Pack that the Board of Governors approve the June 30th, 2023 minutes be accepted as amended.

2.4. Approval of July 26th, 2023, Special Meeting Minutes

Moved by Dominique Fjeld and seconded by Brent Cage that the Board of Governors approve the July 26th, 2023, minutes be accepted as amended

2.5. Declaration of Conflicts of Interest

Vanessa Sheane declared a perceived conflict of interest as it related to the NWP Land Lease Applicants.

3. NWP Executive Report

3.1 President and Executive Report

Vanessa Sheane provided a high-level overview of what the president and the executive team have been working on.

3.2 Risk Assessment

High-risk items on NWP's risk registry presented.

3.3 Enrolment Update

Overall enrolment is up in comparison to last academic year.

4. Committee Reports

4.1. Chair Report

The Chair provided an overview of their activities in June, July, August, and September.

4.2. Executive Committee

4.2.1. Chair Summary of the September 20th, 2023, Meeting

4.2.2. External Relations Committee

Moved by Shawna Miller, seconded by Cody Beirsto that the Board of Governors approve the reinstatement of the External Relations Standing Board Committee in accordance with the Bylaws and External Relations Committee Terms of Reference.

Carried
6084 / 2023

4.2.3. Board Committee Appointment

Moved by Shawna Miller, seconded by Brent Cage that the Board of Governors appoint the following Board members as presented.

| | |
|--|---|
| <p>FINANCE/AUDIT</p> <p>Lydell - Chair Brent Shawna Vanessa</p> | <p>GOVERNANCE</p> <p>Lorne - Chair Cody Dominique Heather Brent Shawna Vanessa</p> |
| <p>HR</p> <p>Shawna - Chair Lydell Lorne Brent Vanessa</p> | <p>EXECUTIVE</p> <p>Shawna - Chair Lydell Lorne Brent Vanessa</p> |
| <p>AD HOC - PROPOSED</p> <p>Shawna - Interim Chair Melanie Angela Lydell Andrew Vanessa</p> | <p>EXTERNAL RELATIONS - PROPOSED</p> <p>Lorne - Interim Chair Brent Darlene Heather Shawna Vanessa</p> |

**Carried
6085 / 2023**

4.3. Human Resources Committee

4.3.1. Chair Summary of the September 20th, 2023, Meeting

4.3.2. Sexual Violence Policy

Moved by Shawna Miller, seconded by Darlene Horseman that the Board of Governors approve the NWP Sexual Violence Policy as presented.

**Carried
6086 / 2023**

4.3.3. In-Camera Session

Moved by Shawna Miller, seconded by Cody Beirsto that the Board of Governors move IN CAMERA.

Moved by Lorne Radbourne, seconded by Darlene Horseman that the Board of Governors exit IN-CAMERA

4.4. Governance and Development Committee

4.4.1. Chair Summary of the September 20th, 2023 Meeting

4.4.2. Board Policies 1-4

Moved by Lorne Radbourne, seconded by Cody Beirsto that the Board of Governors approve BP 1-3 pending an amendment.

**Carried
6087 / 2023**

4.4.3 New Academic Program

Moved by Lorne Radbourne, seconded by Vanessa Sheane that the Board of Governors approve the Primary Care Paramedic Certificate Program as presented.

**Carried
6088 / 2023**

4.4.4. Academic Council Appointment

Background: Due to position changes for senior officials and staff within AUPE, there are changes to the 2023-2025 Academic Council membership as appointed by the Board of Governors.

Moved by Lorne Radbourne, seconded by Darlene Horseman that the Board of Governors approve the appointments of the following members to Academic Council:

| Name | Title | Term |
|------------------|---------------------------------|---------------------------------|
| Dr. Jodi Peebles | Acting Dean, School of Business | October 20, 2023 – May 24, 2025 |
| Megan Stone | Dean, School of Health | October 20, 2023 – May 24, 2025 |
| Jori Grimm | AUPE representative | October 20, 2023 – May 24, 2025 |

**Carried
6089 / 2023**

4.5. Finance Committee

4.5.4. Chair Summary of the September 29th, 2023, Meeting

4.5.5. Restricted Net Assets

Moved by Lydell Torgerson, seconded by Brent Cage that the Board of Governors approve the Restricted Net Assets Reallocation as presented.

**Carried
6090 / 2023**

4.6. Audit Committee

4.6.1 Chair Summary of September 29th, 2023, Meeting

4.6.2 Internal Auditor Selection

Moved by Lydell Torgerson, seconded by Darlene Horseman that the Board of Governors approve IntergiServ to be awarded the internal audit contract.

**Carried
6091 / 2023**

5. In-Camera Session

Moved by Lorne Radbourne, seconded by Melanie Pack that the Board of Governors move to an in-camera session at 6:43pm.

6. Next Board Meeting

The next NWP Board of Governors meeting will take place on December 14th, 2023.

7. Adjournment

Moved by Brent Cage that the Board of Governors adjourn the meeting at 7:43pm.