



NORTHERN ALBERTA INSTITUTE OF TECHNOLOGY

Minutes of the One hundred and Fifty-fourth regular meeting of the Board of Governors

Tuesday, May 28, 2019
4:00 to 7:00 pm

T811 Governors' Boardroom

Members	Ray Martin (Chair)	Daryl Kruper (Vice Chair)	Dr. Glenn Feltham
Present:	Alayne Sinclair	Dr. Annemarieke Hoekstra	Brenda Needham
	Claire Seo	Jamie Corfield	Mary Lynne Campbell
	Priti Laderoute	Ray Pisani	Tara Chahl
	Valerie Berger	Vi Becker	Yasmin Jivraj
Resources:	Dr. Ray Block	Dr. Sue Fitzsimmons	Sandra Marocco
Regrets:	David Migadel	Matthew Woodley	
Recorder:	Sandy Timmer		

1 Call to Order

Mr. Ray Martin welcomed Board members to their last meeting of the academic year and called the meeting to order at 4:00 p.m.

Mr. Martin noted that recently, we have seen "change" as a recurring theme. Change was discussed at the Board's retreat in April and was the central theme on emerging technologies at the Singularity University conference that several board members were able to attend.

Change has also impacted our province as we have seen a change in the provincial government. Mr. Martin advised that he had a brief but positive meeting with the new Minister of Advanced Education, Honourable Demetrios Nicolaides, and he looks forward to working with the new Minister to advance NAIT and Alberta. Mr. Martin also noted that he will be at a meeting with Minister Nicolaides and all the PSI Board Chairs on June 21st.

NAIT continues to be well-positioned for emerging change and our leaders are staying on top of best practices to address change.

Mr. Martin provided an overview of the motions to be made at today's meeting. The Comprehensive Institutional Plan (CIP) will require the Board's approval as well as several motions on reserve funds.

Our guest presenter for the Supplemental Retirement Plan (SRP) will provide a deeper discussion on the Plan that will go to the Minister for approval once approved by the Board. On that item, it has been requested to move item #5 to earlier on the agenda – following the approval of the Consent Agenda.

Mr. Martin then moved on to the formal agenda.

1.1 Approval of the Agenda

Mr. Martin asked if any members wished to declare conflict(s) of interest with regards to today's agenda.

Dr. Feltham indicated that he would abstain from voting on the motion related to the Supplemental Retirement Plan as he would be impacted by the decision.

The change to move item #5 to take place after item #2.1 was noted.

Moved by Dr. Annemarieke Hoekstra that the agenda be approved as amended.

Carried

1.2 Approval of the Minutes of the Meeting held on February 26, 2019

Moved by Dr. Annemarieke Hoekstra that the minutes of the Meeting of February 26, 2019 be accepted as presented.

Carried

1.3 Business Arising from Minutes

It was noted that there were three items under Business Arising from the last meeting. Dr. Sue Fitzsimmons will speak to the first two items on students and Dr. Ray Block will address the insurance item.

Dr. Fitzsimmons reported that for the 2018/19 academic year, NAIT had 93 self-declared students identified as Aboriginal who were registered in the apprenticeship programs. This is approximately 1% of the student population in apprentice programs. For the credit programs, there were 654 students who were self-identified as Aboriginal, or about 4% of the student population in credit programs. In the non-credit programs, there were 119 students self-identified, which is about 1% of that student population. Sue cautioned that these numbers may not truly reflect the true Aboriginal student population as many Aboriginal students choose not to self-declare.

In response to the international student population, Dr. Fitzsimmons advised that there is a difference in international students depending on if they are on a student visa or are permanent residents. Over the past 10 years, we have seen a significant increase in international students who are permanent residents. The largest percentage of international students, approximately 50%, who have student visas attend the JR Shaw School of Business. The next largest percentage attend the School of Applied Sciences and Technology.

Board of Governors Meeting – May 28, 2019

The School of Skilled Trades has about 5% of international students on student visas and the School of Health and Life Sciences has about 2% of international students.

Sue was pleased to share with the Board that NAIT participated in a student survey to international students – with 14,000 students across 10 provinces responding on 46 colleges, universities and polytechnics – and 96% of NAIT international students are satisfied with their education and second place overall in preparing them for employment. NAIT was also the top campus that international students felt safest.

Dr. Ray Block discussed the insurance coverage the institute has, which is Appendix D in the meeting package. He noted that the policy is currently being negotiated as it expires at the end of June 2019. Post-secondaries in Alberta are negotiating as a group for better rates.

2 Consent Agenda

2.1 Accepting Minutes and Receiving Committee Reports:

The following will be approved by consent agenda, unless there is a request to move an item or items to the regular agenda. *(The item's regular agenda item is noted in italics.)*

- 2.1.1 Academic Council – Minutes of the Meeting on March 18, 2019 *(Item 4.1.1)*
- 2.1.2 Academic Council – Minutes of the Meeting on April 15, 2019 *(Item 4.1.2)*
- 2.1.3 Campus Development Committee - Minutes of the Meeting on April 16, 2019 *(Item 4.2.1)*
- 2.1.4 Campus Development Committee – Naming Grids and Donor Recognition *(Item 4.2.2)* – Motions noted
- 2.1.5 Executive Committee - Minutes of the Meeting on March 5, 2019 *(Item 4.3.1)*
- 2.1.6 Executive Committee – Minutes of the Meeting on May 7, 2019 *(Item 4.3.2)*
- 2.1.7 Executive Committee – Code of Ethics and Conduct Policy key points *(Item 4.3.3)*
- 2.1.8 External Relations Committee - Minutes of the Meeting on April 11, 2019 *(Item 4.4.1)*
- 2.1.9 Audit Committee - Minutes of the Meeting on April 30, 2019 *(Item 4.5.1)*
- 2.1.10 Audit Committee - Compliance Certificate–January 1-March 31, 2019 *(Item 4.5.2)*
- 2.1.11 Audit Committee – ERM Risk Report – April 30, 2019 *(Item 4.5.3)*
- 2.1.12 Finance Committee - Minutes of the Meeting on April 30, 2019 *(Item 4.6.1)*
- 2.1.13 Finance Committee - NAIT's Financials and Quarterly Investment Report for the Quarter Ended March 31, 2019 *(Item 4.6.2)*
- 2.1.14 NAIT Foundation – Minutes of the Meeting on April 30, 2019 *(Item 4.7.1)*

Board of Governors Meeting – May 28, 2019

2.1.15 Governance Committee - Minutes of the Meeting on March 27, 2019 (*Item 4.8.1*)

2.1.16 Governance Committee – Minutes of the Meeting on April 11, 2019 (*Item 4.8.2*)

2.1.17 Human Resources Committee - Minutes of the Meeting on April 10, 2019 (*Item 4.9.1*)

No items were moved from the Consent Agenda to the main agenda.

Moved by Yasmin Jivraj that the Consent Agenda items be approved as presented.

Carried

3 NAIT Executive Reports

3.1 Office of the President and CEO

3.1.1 Risk Report

3.1.2 President's Activities

Dr. Feltham provided the Board with a brief overview of his report. He noted that a summary of his activities since the last Board meeting is included in the package as well.

Dr. Feltham touched on a few items from his report to highlight. He thanked Board members for their input and contribution at the Board Retreat where NAIT's future strategic direction was discussed.

Dr. Feltham thanked Board members for attending Convocation. This is a special time for our students and having our Board members be on the platform is important and is truly appreciated.

NAIT continues to be impacted by change as noted by Mr. Martin earlier. We are focused on preparing the institute to adapt to and inform change around us. We are finalizing our vision document for going forward, NAIT 2021+, which will also help to inform the decisions we make into the future. As the new Provincial Government settles in, we are adjusting to how this new government will work with post-secondary institutes in Alberta. We continue to share the NAIT story.

One of the forms of change that we are discussing is the delivery of education. With the new lands recently purchased on Blatchford, we are planning for our emerging campus, which will include the world's leading centre for skilled trades (the Skills Centre), the NAIT Collegiate and much more. We are also continuing to progress on our delivery model for Industry Solutions.

We recently completed the Employee Engagement Survey. Dr. Feltham was pleased to inform the Board that he was pleased to see improvements in nearly every area. These results will be compiled and shared with the Board at its next meeting.

Dr. Feltham briefly touched on the recent change in the provincial government. Glenn noted that he has recently met with the new Minister of Advanced Education and the meetings were productive and informative. We have worked hard to maintain strong connections with all levels of government.

Dr. Feltham noted that he and Dr. Fitzsimmons recently attended the Polytechnics Canada Annual Conference and had the opportunity to present on our vision for Industry Solutions and PIC. The presentation was well-received by the attendees.

Under his risk report, Dr. Feltham noted that overall the level of risk was stable. He noted that the risk related to Blatchford has declined now that the deal has been finalized and funding has been secured.

Dr. Feltham thanked his executive team, everyone on President's Council and the broader leadership of NAIT for all they do for NAIT and our students. He also thanked the Board for their continued support and guidance.

As there were no questions for Dr. Feltham, he concluded his report.

3.2 VP Administration and CFO

Dr. Ray Block acknowledged that his report is in the meeting package and wished to highlight one item from his report.

Dr. Block advised that the tuition freeze that is still in place is having a significant impact to our budget. There is a nearly \$10M difference between ours and SAIT's tuition on an annual basis. Although starting in 2020/21 we will be able to increase tuition to match the Consumer Price Index (CPI), tuition will be frozen for one more year. Tuition Fee Regulations (TFRs) introduced by the previous government in December 2018 cover all credit programs' tuition and fees (non-credit programs are excluded). These fees include:

- Domestic
- International
- Apprentice
- Mandatory Non-Instructional fees (*i.e. Athletics and Rec Fees*)

Any changes to these fees will require consultation with the Students' Association and must have their support. We have a Tuition Steering Committee with representatives from the Students' Association (NAITSA) and a Tuition Working Group of internal staff who have been working on an action plan to address opportunities and challenges that exist with the new Regulations and Guidelines. They will provide recommendations to the Finance Committee at their next meeting. Any changes to tuition will be approved by the Board.

This concluded Dr. Block's report as there were no questions for him.

3.3 VP Industry Partnerships & Chief Marketing Officer

Sandra Marocco discussed her report to the Board. Ms. Marocco informed the Board that her portfolio name has changed to better reflect her work with Industry Solutions and the importance of industry partnerships. Sandra's new portfolio is called "Office of Industry and External Relations" and her title is changed to Vice President of Industry Partnerships & Chief Marketing Officer.

Board of Governors Meeting – May 28, 2019

Ms. Marocco noted that Mike Meldrum, previous Associate Vice President Advancement, has left NAIT to be the CEO for the Calgary Health Trust. Sandra acknowledged all that Mr. Meldrum did during his time at NAIT with regards to donor relations and fundraising. Sandra advised that we are not intending to fill Mike's vacancy in the near term and his Director-Development, Ms. Robyn Khunkun, will be the interim leader in that department for the time being.

The Board was advised that we are close to reaching 100% of the target fundraising goal. We are currently reviewing our fundraising efforts and prioritizing them based on NAIT's institutional priorities.

We celebrated five outstanding NAIT alumni on May 23rd and all that they have accomplished since graduating from their programs.

We continue to focus our efforts in the Department of Corporate, International and Continuing Education (DCICE) to better leverage our fixed assets and costs and we are seeing significant improvements in that department.

Ms. Marocco noted that our contract with Huazhong University of Science and Technology in Wuhan, China (HUST) to deliver our programs is still in effect; although, we continue to monitor risk advisories from the Canadian Government for our staff located there. We have also commenced implementation of our construction training at UTC Elgon in Uganda, Africa.

In the Marketing and Communications department, the team is working on building on our strong brand positioning and ensuring we are well-positioned for the next phase of our polytechnic growth.

A final highlight from Ms. Marocco was the work being done in our organizational research and innovation team. She noted that the team is currently engaged in 72 projects and have over \$43M of project funding under management. As well, there are an additional 98 funding applications either under review or under development totaling more than \$22M. Industry Solutions has added additional supports and metrics to help measure integration.

As there were no questions for Ms. Marocco, she concluded her report.

3.4 Provost and VP Academic

Dr. Sue Fitzsimmons discussed her portfolio report to the Board. There are four areas Dr. Fitzsimmons wished to highlight.

1) Measuring Success:

We are moving towards measuring strategic enrolment management – that is, from registration to graduation to employment. We are working to better understand the “student funnel”. It was necessary to rethink how we tell the story of success for the academic portfolio and measuring the success of graduates at work, as well as understanding what percentage of students graduate, rather than focusing primarily on full learner equivalents (FLEs). We also had to look at how many students were accepted into our programs and how many remained to finish their programs. This will give us a more fulsome picture of our academic success.

Board of Governors Meeting – May 28, 2019

2) Innovating for the Future:

Building on what was presented at the SingularityU Conference, Sue is creating a small team to start thinking on how we can better meet change and reimagine what the model for education can look like in the future.

3) Strategic Plan Renewal:

The comments from board members at the Board Strategy meeting were helpful for the update and refresh our Strategic Plan. Dr. Fitzsimmons is working through those comments and will have an updated draft of the revised strategic plan to provide the Board at its next meeting.

4) Essential Skills:

Dr. Fitzsimmons provided a brief presentation on Essential Skills. This has come before the Board previously, has had input from many stakeholders, and is now ready to be implemented. It is planned for roll-out in the new year. Sue reiterated the five key skills that will be incorporated into the curriculum. These are:

- a) Communication
- b) Professionalism
- c) Collaboration
- d) Problem-solving
- e) Career Awareness

The Board discussed these broader foundation skills with Dr. Fitzsimmons and Dr. Feltham. Sue then concluded her report.

4 Committee Reports

4.1 ACADEMIC COUNCIL

Dr. Feltham reported on the two meetings of Academic Council since the last Board meeting in February.

At Academic Council's meeting on March 18th, there was discussion on our processes for nominations for awards – a review of those processes will be undertaken. Academic Council had a presentation on scheduling from the Scheduling Office.

On April 15th, Academic Council had their last meeting of the academic year. Dr. Fitzsimmons presented the draft policy on Policy Development as Academic Council will have input into certain policies of the Board. There was a follow-up presentation and discussion on scheduling, and we also had a presentation on a potential fall break.

This concluded Dr. Feltham's update.

4.2 CAMPUS DEVELOPMENT COMMITTEE

Daryl Kruper, Chair of the Committee, provided a summary of the Campus Development Committee meeting on April 16th.

In that meeting, the Committee had a presentation from the City on the proposed relocation of the LRT station at NAIT. The new station will be moved onto the Blatchford

lands and a larger station built to accommodate five LRT cars. The current station can only accommodate three cars. The Committee also discussed with the City representatives the future closure of the 109th Street roadway access into NAIT and reviewed other access options.

Also in that meeting, the Committee had a refreshed campus development plan presentation from Stantec. This new plan incorporates the recent land expansion onto Blatchford. Work still needs to be done on the plan and consultations with stakeholders will be held.

The Committee was informed that we are making great progress on the Occupation Health and Safety (OH&S) training mandated by the previous government. Mr. Kruper noted that our welding shops were inspected by OH&S for safety measures because of the recent safety incident at a welding business in Leduc. Mr. Kruper was pleased to report that our welding shops passed 100% and were going to be used as a safety model for other welding shops.

The Committee had a presentation on the redesign of our business continuity plans to update everyone on what processes are in place should an extreme emergency – such as a large fire – take place at the institute and how we will manage for keeping the institute running during the disruption.

Mr. Kruper then concluded his report.

4.3 EXECUTIVE COMMITTEE

Mr. Martin was pleased to provide the update for the Executive Committee.

He noted that the Executive Committee met two times since the last Board meeting. At the meeting on March 5th, the Committee discussed preparations for the Board Retreat and finalized the agenda.

On May 7th, the Executive Committee met to discuss the agenda for the May Board meeting. The Committee also had a presentation from NAIT's legal counsel, Heather Murray, on the new Code of Conduct and Ethics that was posted on the intranet on April 30th. A communications plan with questions and answers for staff will be posted on the intranet in the coming days.

This concluded Mr. Martin's report.

4.4 EXTERNAL RELATIONS COMMITTEE

Ms. Vi Becker provided her report of the External Relations Committee meeting on April 11th. Ms. Becker indicated that, due to budget restraints, the full new marketing campaign was reduced to a smaller campaign.

NAIT's website is undergoing a renovation and should be up and running by July. It will have a more polytechnic look to it.

NAIT was pleased to host federal Minister Jim Carr recently as well as federal Minister Patty Hadju. Ms. Becker wished to thank Warren Singh for his work in Government

Board of Governors Meeting – May 28, 2019

Relations and help to build the strong relationships NAIT has with all levels of government. Mr. Singh recently left NAIT for a Chief of Staff role with the provincial Minister of Health.

The Committee was informed that the Advancement office continues to work on its fundraising goal and has achieved \$8.5M of its \$10M goal.

The alumni survey results were discussed at the meeting and alumni continue to be proud of their NAIT education but are also interested in further educational opportunities at NAIT. We are working with several programs to provide these learning opportunities to our alumni.

Ms. Becker concluded her update.

4.5 AUDIT COMMITTEE

As Val Berger was unable to be present at the meeting, Yasmin Jivraj provided the report on the Audit Committee's meeting held on April 30th.

The Audit Committee was advised that the upgrade to the PeopleSoft Finance system to version 9.2 was critical and has been completed and implemented. The last upgrade was in 2009. This now ensures continued support from Oracle. The task required 18 months and 25,000 man-hours to complete.

Administration has implemented a new cybersecurity awareness training platform for all staff to complete by the end of June 2019.

Ms. Jivraj advised that NAIT is six months into our cloud migration plan for non-ERP applications and the migration is going well.

Ms. Jivraj concluded the summary of the Audit Committee's meeting.

4.6 FINANCE COMMITTEE

Ms. Jivraj continued with the report from the Finance Committee's meeting on April 30th.

At this meeting, the Finance Committee was provided with a draft of the Comprehensive Institutional Plan, or CIP, for 2019/20 to 2021/22. This document is a government-mandated document that sets out the plan for the institution for the next three years. It is updated yearly. The document is an accountability by NAIT that identifies our emerging priorities, a financial sustainability plan, strategic goals and outcomes, performance metrics and targets.

Ms. Jivraj asked Dr. Feltham to provide a brief presentation on the CIP. In the presentation, Dr. Feltham pointed out that the CIP is document written for government. The format and content of the CIP is determined by the government guidelines. They use this document to gain information about the institute. All post-secondary institutes must submit a CIP annually. To compile the CIP, we receive input from several departments.

There were some new areas this year that were to be addressed such as identifying priority initiatives by a single government adult learning system principle based on the government principles (accessibility, affordability, quality or coordination).

Dr. Feltham provided an overview of the statistical and financial information in the CIP for the Board. He noted that although our balance sheet remains strong, our financial statements are showing a deficit. This is the third year in a row we have experienced a deficit. We continue to work with our leaders on budgets and how we can continue to provide an excellent learning experience for our students but with less funds. We have a plan to achieve financial sustainability, but we also must be rigorous while being nimble to respond to external and internal factors.

We will work with the new government on many areas such as:

- A new funding model aligned to activity (that incents growth)
- Changing the apprenticeship model
- Aligning NAIT's tuition levels with SAIT (for parity)
- Removing burdensome regulation

We are also working on growing our Industry Solutions and we are seeing positive results in that area.

The Board discussed the contents of the CIP document with Dr. Feltham. Subsequently, the motion to approve the Comprehensive Institutional Plan was made.

4.6.1 2019/20 to 2021/22 Comprehensive Institutional Plan (CIP)

Moved by Yasmin Jivraj that the Board of Governors approves the 2019/20 to 2021/22 Comprehensive Institutional Plan, with such non-substantive changes that management of NAIT considers necessary or advisable.

Carried

Ms. Jivraj discussed the three motions on the reserve funds for the Board's approval. She advised that re-allocation of funds are required to better align with current and emerging needs of the institute and in preparation for the annual audited financial statements.

The three reserves are the Academic Development Fund; the General Research, and Department of Corporate, International and Continuing Education Reserve (Industry Solutions Reserve); and the Academic Incentive Plan Reserve. It has been the practice of management that reserves are periodically reviewed for efficiency and, if necessary, reallocate where needed. Details on the reserves were included in the meeting materials.

4.6.2 Credit Education Development Fund

Moved by Yasmin Jivraj that the Board of Governors, for the fiscal year ending June 30, 2019, approve abolishing the Academic Fund Reserve, and using \$1,000,000 of the balance to set up a new Credit Education Development Fund, with the remaining balance going into NAIT's unrestricted Accumulated Operating Surplus.

Carried

4.6.3 Industry Solutions Reserve

Moved by Yasmin Jivraj that the Board of Governors, for the fiscal year ending June 30, 2019, approve the changes to consolidate the General Research, and Department of

Corporate, International and Continuing Education Reserves into a new Industry Solutions Reserve.

Carried

4.6.4 Academic Incentive Plan Reserve

Moved by Yasmin Jivraj that the Board of Governors, for the fiscal year ending June 30, 2019, approve that the unexpended balance of the Academic Incentive Plan to be unappropriated and returned to the Accumulated Operating Surplus.

Carried

As there were no questions for Ms. Jivraj, she concluded her report on the Finance and Audit Committees.

4.7 GOVERNANCE COMMITTEE

Mr. Ray Pisani discussed the Governance Committee meeting held on April 11th. At that meeting, the Committee discussed the new Code of Ethics and Conduct Policy that is now posted on NAIT's intranet.

Mr. Pisani advised he met with Dr. Sue Fitzsimmons and Dr. Ray Block to discuss the draft revised policy framework. This will come forward to the Board in the fall.

The Committee also discussed the skills matrix for new board members so we can be prepared for new members. The Committee will update the matrix to be more robust and will include definitions of certain skills/background. The intention would be to use the matrix when considering committee assignments and for future members of the Board. This will be further discussed at the next Governance Committee meeting in the fall.

This concluded Mr. Pisani's update from the Governance Committee.

4.8 HUMAN RESOURCES COMMITTEE

Mr. Kruper provided the Board with a summary of the meeting of the HR Committee's meetings on April 10th and May 22nd.

At the April 10th meeting, the Committee was updated on the OH&S report, which is included in the Board's meeting package, and we are on target to meet our health and safety goals. Safety Orientation of staff has reached 95% completion. We expect to reach 100% by the end of June.

The Committee had an update on the AUPE wage re-opener which is scheduled for July 1st. The current Collective Agreement with AUPE that was settled and ratified in March for a three year term excepting the monetary terms that are set to expire on June 30th.

Mr. Kruper was pleased to report that NAIT has, once again, been recognized for receiving the Top 75 Employer Award.

At the meeting on May 22nd, the Committee received a presentation from Ms. Prysko on the Supplemental Retirement Plan, or SRP, that was also presented to the Board today. The Committee discussed the merits of the Defined Contribution and the Defined Benefit

plans with Ms. Prysko. With the reform of the Agencies, Boards and Commissions, our current supplemental executive retirement plan will need to be modified to ensure it complies with the new regulations. NAIT's new plan is a Defined Contribution plan and has been provided to the Minister of Advanced Education, Honourable Demetrios Nicolaides, for his review. Once the Board approves the plan we will advise the Minister.

This concluded Mr. Kruper's report from the Human Resources Committee meetings.

5 Presentation, Discussion and Approval

• Supplemental Retirement Plan (SRP)

Mr. Kruper introduced Brenda Prysko, an actuary with AON Hewitt Inc. Ms. Prysko provided a presentation on NAIT's new Supplemental Retirement Plan for executives. It was noted that once the Board approves the Plan, it will be sent to the Minister's office for final approval.

Ms. Prysko noted that there are traditionally two types of supplemental retirement plans – either Defined Benefit (DB) or Defined Contribution (DC). Under a DB plan, there is a foundational promise to provide a defined monthly pension amount for the member's life (based on a formula); whereas, under a DC, the foundational promise is to provide annual retirement savings to plan members.

Ms. Prysko then provided comparison information on the strategies and risks for both plans. She commented that, for example, the government has earmarked accounts for their employees' supplemental plans to honour their commitment to employees to ensure the funds are there. Brenda advised there is more risk exposure, and expense to the organization, with a Defined Benefit package. Under a Defined Contribution plan funds go into an earmarked account with lump sum payments rather than a formula.

The risks and benefits for each plan include:

Defined Benefit – benefit at retirement is based on a pension formula with a guaranteed lifetime pension or equivalent value of lifetime pension. The employer bears all the investment and financial risk (including financial reporting), both before and after a member retires if lifetime pensions are offered. Benefit payout calculations to members can be complex, based on the formula used.

Defined Contribution – the benefit at retirement is the employee's accumulated account balance (contributions plus returns/interest), but there is no guarantee of a lifetime pension. The employer bears the financial reporting risk up until the member retires. The risk is managed by establishing notional accounts. The employee bears all of the investment and financial risk relating to the benefit itself. Benefit payouts are simple.

Typical reasons an organization would go with a Defined Contribution supplemental plan include:

- Less employer risk exposure to liability volatility
- More stable annual costs going into the notional DC account compared to a DB supplemental plan
- There are lower operational costs

Board of Governors Meeting – May 28, 2019

The Board discussed the benefits and risks of each plan at length with Ms. Pryske. Ms. Pryske then concluded her presentation to the Board.

Moved by Daryl Kruper that the Board of Governors approves the proposed Supplemental Retirement Plan (SRP) as presented, contingent upon the approval of the Minister of Advanced Education.

Carried

6 In-camera Session with Board of Governors

NAIT's Executive and Mr. Clayton Davis were asked to remain for the Board's *in-camera* session. All other guests were excused. Mr. Dwayne Chomyn was invited to speak to the Board.

Moved by Mary Lynne Campbell that the Board move to an in-camera session.

Carried

Mr. Martin asked if any Board members wished to declare a conflict of interest for the *in-camera* discussion.

Dr. Feltham announced to the Board his intention to retire from NAIT on December 15, 2019. Dr. Feltham then excused himself from the discussion and he departed the meeting.

Discussion with the Board and Clayton Davis ensued. Motions made while *in-camera* will be noted once the *in-camera* session is concluded.

Moved by Daryl Kruper that the Board exit the in-camera session.

Carried

The following motions were made during the *in-camera* session and were reiterated when the Board came out of the *in-camera* session.

Moved by Daryl Kruper that the Board of Governors commence a search for a President and CEO.

Carried

Moved by Alayne Sinclair that The Board of Governors establish a selection committee comprised of Ray Martin, Daryl Kruper, Val Berger, Vi Becker, and Ray Pisani, to recruit and recommend a new President & CEO to the Board.

Carried

Moved by Daryl Kruper that the development of the position profile be inclusive of all stakeholders, and that the search be a closed competition.

Carried

Moved by Daryl Kruper that the Board of Governors appoint Dr. Ray Block as interim President & CEO effective Monday, December 16th, 2019, until such time as a new President & CEO is appointed.

Carried

Board of Governors Meeting – May 28, 2019

7 Correspondence

For information.

8 Board Member Contact List

For information.

9 Next Board Meeting

The next Board Meeting date will be Tuesday, October 8, 2019 at 3:45-7:00 p.m. in the Governor's Boardroom – Rm. T811. (Board Photo at 3:45 p.m.)

10 Adjournment

Moved by Mary Lynne Campbell that the Board of Governors meeting be adjourned at 7:10 p.m.

Carried



For: Ray Martin – Board Chair



Sandy Timmer – recorder