



NORTHERN ALBERTA INSTITUTE OF TECHNOLOGY BOARD OF GOVERNORS

**Minutes of the
One hundred and seventy second regular meeting of the
Board of Governors
Tuesday, December 5, 2023
4:00– 6:15 p.m.
Governor’s Boardroom T811 / MS Office Teams**

Members Present:	Yasmin Jivraj (Chair) Kristina Williams (Vice-Chair) Laura Jo Gunter Dan Brown Marina Bruno	Don Cameron Greggory Gulash Solomon Lacoursiere Priti Laderoute Kris Mauthe Dr. Maya Daniel	Andy Neigel Linda Palladino Jason Pincock Dr. Jean-Paul Prévost Lorraine Royer Paul Verhesen
Resources:	Clayton Davis Michael Haworth	Gerard Hayes Peter Leclair	Nazim Merali Melanie Rogers
Regrets:			
Recorder:	Natasha Ludwig		

1 IN-CAMERA SESSION WITH BOARD MEMBERS ONLY PRIOR TO CALLING THE MEETING TO ORDER

Moved by Paul Verhesen that the Board move to an in-camera session.

Seconded, Carried.

The committee met in-camera.

The Chair asked for any declarations of conflict of interests from the board. No conflicts were declared.

Moved by Linda Palladino that the Board exit the in-camera session.

Seconded, Carried.

2 CALL TO ORDER AND APPROVAL OF AGENDA

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2.1 Board Chair's Welcome

Ms. Jivraj welcomed Board Members to the meeting and called the meeting to order. It was acknowledged that the meeting was being held on Treaty Six territory. Ms. Jivraj welcomed the new NAIT Academic Staff Association (NASA) representative Board Member, Dr. Maya Daniel. Ms. Jivraj thanked her fellow Board Members for their participation in the various Advanced Skills Centre (ASC) engagement activities. It was announced that Michael Haworth, Chief of Staff and Director of Strategy, will be leaving NAIT in the new year. As well, congratulations were given to Don Cameron on the recent funding announcement for Dow Canada.

2.2 Approval of the Agenda

There were two amendments to the agenda. For item 7.1, Recommendation from Academic Council, it was noted that it was discussed during the *in-camera* session prior to calling the meeting to order. Because of this, there will be a revision to the motion presented to the Board of Governors. The second amendment is the removal of motion related item 3.2.1 Status of 2023/2024 objectives and key results (OKRs).

Moved by Paul Verhesen that the agenda be approved as amended.

Seconded, Carried.

The Chair asked for any declarations of conflict of interests from the Board. No conflicts were declared.

3 BOARD STRATEGY ENGAGEMENT

3.1 Board Chair Introduction

The Chair asked Laura Jo Gunter to review NAIT's OKRs with the Board.

3.2 NAIT's Objectives and Key Results (OKRs)

3.2.1 Status of 2023/2024 OKRs (Laura Jo Gunter and Michael Haworth)

Overall, it was a successful year for NAIT's OKRs. Most of the key results will be achieved and, for objectives that were not met this year, there will be continuous improvement.

3.2.2 Approval of 2024/2025 OKRs (Laura Jo Gunter and Michael Haworth)

Management reviewed the 2024/2025 OKRs for NAIT and the direction that the institution is heading in the coming year.

Moved by Jason Pincock that the Board of Governors approve the 2024/2025 OKRs as presented.

Seconded, Carried.

4 PRESIDENT'S UPDATE

4.1.1 Consolidated Executive Management Report to the Board

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Management gave a high-level overview of the consolidated Executive Management Board Report.

Moved by Andy Neigel that the written Executive Management Report be accepted for information.

Seconded, Carried.

5 CONSENT AGENDA

5.1 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 New Business.

5.1.1 Approval of the Minutes of the Board of Governors for the Meeting held on September 26, 2023

5.1.2 Academic Council – Minutes of the Meeting on October 23, 2023

Moved by Laura Jo Gunter that Academic Council recommends the Board of Governors approve the proposal to add an optional co-op experience to Advanced Plumbing Technology. (Appendix A)

Moved by Laura Jo Gunter that Academic Council recommends the Board of Governors approve the proposal to add an optional co-op experience to Advanced Welding Technology. (Appendix A)

Moved by Laura Jo Gunter that Academic Council recommends the Board of Governors approve the proposal to add an optional co-op experience to Nanosystems Engineering Technology. (Appendix A)

Moved by Laura Jo Gunter that Academic Council recommends the Board of Governors approve the proposal to add an optional co-op experience to Dental Technology. (Appendix A)

Moved by Laura Jo Gunter that Academic Council recommends the Board of Governors approve the proposal to add an optional co-op experience to Alternative Energy Technology. (Appendix A)

Moved by Laura Jo Gunter that Academic Council recommends the Board of Governors approve the Name Change proposal for Animal Health Technology. (Appendix B)

Moved by Laura Jo Gunter that the Scholarly Activity Policy be recommended for approval by the Board of Governors. (Appendix C)

Moved by Laura Jo Gunter that the Scholarly Activity Procedures be recommended for approval by the Board of Governors. (Appendix C)

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Moved by Laura Jo Gunter that the suspension proposal for Biological Sciences Diploma be recommended for approval by the Board of Governors. (Appendix D)

Moved by Laura Jo Gunter that the termination proposal for Pre-employment Automotive Services Technician certificate be recommended for approval by the Board of Governors. (Appendix D)

Moved 5.1.2 out of consent agenda and moved to new business item 7.5.

5.1.3 Academic Council – Minutes of the Meeting on November 20, 2023

Moved by Laura Jo Gunter that Academic Council recommends the Board of Governors approve the proposal to change Bachelor of Technology to Bachelor of Technology in Management. (Appendix E)

Moved by Laura Jo Gunter that Academic Council recommends the Board of Governors approve the proposal for the termination of Geoscience Technology - Exploration. (Appendix F)

Moved by Laura Jo Gunter that the Suspension Proposal for Applied Financial Services certificate be recommended for approval by the Board of Governors. (Appendix G)

Moved by Laura Jo Gunter that the Suspension Proposal for Bachelor of Technology in Construction Management be recommended for approval by the Board of Governors. (Appendix H)

Moved by Laura Jo Gunter that the new program proposal for Leadership in Healthcare Post-Diploma Certificate be recommended for approval by the Board of Governors. (Appendix I)

Moved by Laura Jo Gunter that the new program proposal for Advanced Carpentry Technology Diploma and co-op be recommended for approval by the Board of Governors. (Appendix J)

5.1.4 Campus Development Committee - Minutes of the Meeting on November 7, 2023

Moved by Paul Verhesen that the Campus Development Committee recommends to the Board of Governors of the Northern Alberta Institute of Technology in relation to Lot C, Plan 0020707 that the Board of Governors authorizes and approves:

- (a) subject to the prior approval of the Minister of Infrastructure under section 67 of the *Post-Secondary Learning Act*, the execution of the Utility Right of Way (URW) Agreements with the City of Edmonton for 1) Shared Use Path through parking lot S, and 2) Shared Use Path on the east side of 106 Street between Princess Elizabeth Avenue and 118 Avenue and a small portion on the west side of 106 Street from Princess Elizabeth Avenue to the crosswalk between E and W buildings wherein the City of Edmonton may

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use the Right-of-Way for as long as the City of Edmonton may desire to exercise the right to use the Right-of-Way.

(b) That the approval of the Minister of Infrastructure be sought.

That all URW agreements purporting to be executed as provided herein shall be valid and binding between NAIT and the City of Edmonton

5.1.5 Board Executive Committee - Minutes of the Meeting on November 6, 2023

5.1.6 Audit Committee - Minutes of the Meeting on November 21, 2023

5.1.7 Audit Committee - Compliance Certificate - July – Sept 2023 (Appendix K)

5.1.8 Finance Committee - Minutes of the Meeting on November 21, 2023

5.1.9 Foundation Trustees - Minutes of the Meeting on November 21, 2023

5.1.10 Governance Committee - Minutes of the Meeting on November 16, 2023

Moved by Andy Neigel that the Governance Committee recommends to the Board of Governors that Dr. Maya Daniel be appointed as a member of the Industry and Community Engagement Committee.

5.1.11 Human Resources Committee - Minutes of the Meeting on November 8, 2023

5.1.12 Industry and Community Engagement Committee - Minutes of the Meeting on November 2, 2023

Moved by Jason Pincock that the presented 2024 Distinguished and Alumni Awards Recipients be recommended by the Industry and Community Engagement Committee to the Board of Governors for approval.

Moved by Jason Pincock that the Industry and Community Engagement Committee recommends to the Board of Governors donor signage for Geomatics Depot CAT152, for a five-year term, in recognition of Tecterra. GIK and cash valued at \$1,254,500. Signage: 10" X 10", aluminum material, donor's name, and logo.

Moved by Jason Pincock that the Industry and Community Engagement Committee recommends to the Board of Governors donor signage for Classroom CAT138, for a one-year term, in recognition of MIC Medical Imaging. GIK valued at \$182,000. Signage: 10" X 10", aluminum material, donor's name, and logo.

Moved by Jason Pincock that the Industry and Community Engagement Committee recommends to the Board of Governors donor signage for Classroom A130, for a five-year term, in recognition of Surerus Murphy. GIK valued at \$228,501.17. Signage: 10" X 10", aluminum material, donor's name, and logo.

Moved by Jason Pincock that the Industry and Community Engagement Committee recommends to the Board of Governors donor signage for E017, for a five-year term, in recognition of WBM Technologies. GIK valued at \$100,000. Signage: 10" X 10", aluminum material, donor's name, and logo.

Moved by Jason Pincock that the Industry and Community Engagement Committee recommends to the Board of Governors donor signage for CAT421, in perpetuity, in

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recognition of Westman Charitable Foundation. Cash valued at \$1,000,000. Signage: 3” Pinned lettering.

Moved by Kristina Williams that the Consent Agenda items be approved as amended.

Seconded, Carried.

6 BUSINESS ARISING FROM PREVIOUS MEETING

No business arising from the Previous Meeting.

7 NEW BUSINESS

7.1 Recommendation from Academic Council

Re-state motion that was previously made in-camera.

Moved by Kristina Williams that the Board of Governors decline to move forward with Academic Council’s recommendation to review the use of the Instructional Assistant II position.

3 Abstain and 13 in Favour, Motion Carried.

7.2 Q2 Financial Results (Kris Mauthe, Nazim Merali, Arden Kobewka)

A presentation was given to the Board regarding the first quarter financial results ending on September 30, 2023, including revenue and expense variance and NAIT’s financial health metrics.

7.3 Brand and Reputation Study (Jason Pincock, Melanie Rogers)

A brand and reputation study presentation was given using the data gathered from Academica Group's research, which encompassed both qualitative and quantitative methods. This included high-level research insights, recommendations, and next steps for NAIT's new branding strategy.

7.4 ASC Engagement Update (Jason Pincock, Melanie Rogers, Laura Jo Gunter)

An update on the multitude of meetings, presentations, events, and efforts over the last two-months in NAIT’s pursuit to secure government funding for the NAIT’s ASC with the full support from various industry partners and stakeholders.

7.5 Academic Council – Minutes of the Meeting on October 23, 2023 (item 5.1.2 removed from the consent agenda)

Questions were asked about the *Scholarly Activity Policy and Procedure* that were included in the minutes for approval. As such the *Scholarly Activity Policy and Procedure* will be reviewed by Academic Council before coming back to the Board for approval.

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Moved by Andy Neigel to approve the minutes of the Academic Council meeting held on October 23, 2023, as amended.

Seconded, Carried.

8 NEXT BOARD MEETING

The next Board Meeting will be Tuesday, March 5, 2024, at 4 p.m. to be held in the Governor's Boardroom, T811, unless otherwise notified.

9 IN-CAMERA SESSION WITH BOARD OF GOVERNORS

Moved by Marina Bruno that the Board move to an in-camera session.

9.1 General Updates

Moved by Dan Brown that the Board exit the in-camera session.

10 ADJOURNMENT

Moved by Don Cameron that the Board of Governors meeting be adjourned at 6:15 p.m.