NORTHERN ALBERTA INSTITUTE OF TECHNOLOGY BOARD OF GOVERNORS

BOARD MEETING MINUTES

Tuesday, May 27th, 2025
4:00 – 8:00 pm
Governor's Boardroom T811 / MS Office Teams

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

Moved by Kris Mauthe that the Board move to an in-camera session.

Seconded & carried.

1.1 Security Update

Moved by Andy Neigel that the Board exit the in-camera session.

Seconded & carried.

2 CALL TO ORDER AND APPROVAL OF AGENDA

2.1 Board Chair's Welcome
2.2 Farewell to departing members and introductions
2.3 Approval of the Agenda

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

Declaration of Conflict(s) of Interest for Board Members for agenda items

No conflicts declared.

3 SHOWCASE

3.1 NAIT Athletics – Jordan Richey and Guests

4 BOARD STRATEGY ENGAGEMENT

4.1 2024/2025 OKRs
The reporting period ended in March with strong results in financial sustainability and enrolment. Work continues on employee engagement as per Glint survey results. NAIT achieved 70% of its OKR targets, met enrolment and applied research targets, and exceeded the student experience goal of 75%. Vacation liability remains in progress, nearing the 8% target at 8.4%, with most metrics showing stabilization.

4.2 2025/2026 OKRs
Progress is underway across key objectives, including a new domestic recruitment campaign, ERP advancements, and continued development of the ASC. Project R.I.S.E. supports

sustainability and governance changes, particularly around international enrolment and program mix. Work on student residences is ongoing, and leadership development and culture-building initiatives—like staff engagement activities and events—are helping align actions with NAIT's core promises.

5 PRESIDENT'S UPDATE

5.1 Consolidated Executive Management Report to the Board

NAIT has secured the next $20 million in funding for the Advanced Skills Centre. The spring semester is currently tracking ahead of budget. Domestic enrolment has increased by 15%. NAIT also celebrated its top donors last week in recognition of their continued support.

5.1.1 Domestic Recruitment Campaign

Kendra Parker shared the "NAIT is Calling" domestic recruitment campaign video, which supports the goal of 10,000 applications for Fall 2025. The campaign features a strategic paid media mix to maximize reach and engagement.

Moved by Dan Brown that the Executive Management Report be accepted for information.

Seconded & carried.

5.2 President's activities for the quarter

6 CONSENT AGENDA

6.1 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.

6.1.1 Board of Governors Workplan

6.1.2 Approval of the Minutes of the Board of Governors for the Meeting held on 4 March 2025

6.1.3 Academic Council – Minutes of the Meeting on 14 April 2025

6.1.4 Campus Development Committee - Minutes of the Meeting on 6 May 2025

Moved by Paul Verhesen to approve the BLIMS as presented to move to bring to the Board of Governors.

Seconded & carried.

6.1.5 Board Executive Committee – Minutes of the Meeting on 5 May 2025

Moved by Don Cameron that the Board Executive Committee approve the President's contract as presented.

Seconded & carried.

6.1.6 Audit Committee - Minutes of the Meeting on 13 May 2025

Moved by Kris Mauthe that the Audit Committee approve the proposed internal Audit charter, which captures the changes in Internal Audit's administrative reporting relationship.

Seconded & carried.

Moved by Kris Mauthe that the Audit Committee move into an in-camera session with NAIT's Internal Auditor and the Audit Committee members, including the President.

Seconded & carried.

6.1.7 Finance Committee - Minutes of the Meeting on 13 May 2025

Moved by Don Cameron that the Finance Committee recommend to the Board of Governors the establishment of two new capital reserves and the allocation of $50 million from the 2024/25 fiscal surplus as outlined.

Seconded & carried.

Moved by Kris Mauthe that the Finance Committee recommends the International Tuition Fees for 2026/27 to the Board of Governors for approval.

Seconded & carried.

Moved by Rachel Smith that the Finance Committee recommends to the Board of Governors approval of the domestic tuition for the new Building Automation Service Technology program commencing in September 2025.

Seconded & carried.

6.1.8 Governance Committee - Minutes of the Meeting on 15 April 2025

Moved that the Board of Governors of the Northern Alberta Institute of Technology approve the Governance Committee's recommendation as moved by Laura Jo Gunter to appoint Lisa Slywka as a member of the Industry and Community Engagement Committee.

6.1.9 Human Resources Committee - Minutes of the Meeting on 7 May 2025

6.1.9.1 Revised Academic Designation Procedure
6.1.9.2 Revised Academic Staff Designation Policy

Moved by Linda Palladino that the HRC committee recommend that the Board of Governors approve the Academic Designation Policy and Procedure as presented.

Moved by Dan Brown that the HRC committee recommend the Board of Governors approve the cost-of-living adjustments for non-bargaining unit employees as presented.

Moved by Yasmin Jivraj the that Human Resources Committee recommend the Board of Governors approve the mandate for NASA negotiations as presented.

Moved by Dan Brown the that Human Resources Committee recommend the Board of Governors approve the mandate for AUPE negotiations as presented.

6.1.10 Industry and Community Engagement Committee – Minutes of the Meeting on 20 May 2025

6.1.11 Advanced Skills Centre Committee – Minutes of the Meeting on 11 March 2025

6.1.12 Advanced Skills Centre Committee – Minutes of the Meeting on 8 April 2025

6.1.13 Advanced Skills Centre Committee – Minutes of the Meeting on 14 May 2025

6.1.14 Board and Committee Renewal Update – Yasmin Jivraj, Andy Neigel

6.1.15 Board and Committee Evaluations – Andy Neigel, JF Bouffard

6.1.16 Asynchronous Vote for Board Appointments

Moved by Yasmin Jivraj that the Board of Governors of the Northern Alberta Institute of Technology appoint Jason Pincock as the Vice-Chair of the Board of Governors of the Northern Alberta Institute of Technology.
Seconded by Andy Neigel.

Moved by Yasmin Jivraj that the Board of Governors of the Northern Alberta Institute of Technology appoint Jason Pincock as the Chair of the Audit Committee of the Board.
Seconded by Andy Neigel.

Moved by Yasmin Jivraj that the Board of Governors of the Northern Alberta Institute of Technology appoint Jason Pincock as the Chair of the Finance Committee of the Board.
Seconded by Andy Neigel.

Moved by Yasmin Jivraj that the Board of Governors of the Northern Alberta Institute of Technology appoint Dan Brown as the Chair of the Campus Development Committee of the Board.
Seconded by Andy Neigel.

Moved by Yasmin Jivraj that the Board of Governors of the Northern Alberta Institute of Technology appoint Lorraine Royer as the Chair of the Industry and Community Engagement
Committee of the Board.
Seconded by Andy Neigel.

Moved by Yasmin Jivraj that the Board of Governors of the Northern Alberta Institute of Technology confirm that the balance of committee memberships remains unchanged as proposed.
Seconded by Andy Neigel.

6.1.17 Joint Audit Committee & Finance Committee – Minutes of the Meeting on 22 May 2025

Moved by Kris Mauthe that the Audit Committee and Finance Committee recommend to the Board of Governors the approval of NAIT's audited consolidated financial statements for the year ended March 31, 2025.

Moved by Andy Neigel that the Consent Agenda items be approved as presented.
Seconded & carried.

7 BUSINESS ARISING FROM PREVIOUS MEETING

7.1 GE 2.0 Code of Conduct Policy Update – Governance Committee - Andy Neigel, Clayton Davis, Brandon Amirie

An update was provided on the development of the Code of Conduct Policy provided for review.

Appendix A - GE 2.0 Code of Ethics and Conduct Policy
Appendix B - NAIT Bylaws Approved 2025.03.04

Moved by Andy Neigel that the Board of Governors of the Northern Alberta Institute of Technology accept the GE 2.0 Code of Conduct Policy Update as presented.
Seconded & carried.

8 NEW BUSINESS

8.1 Enterprise Risk Management Overview – Kris Mauthe, Mike High
An overview of the Enterprise Risk Management Report was provided, focusing on risks that may impact NAIT's ability to meet its OKRs. Key risks include cybersecurity, labour relations, and enrolment volatility amid static government funding. The top 10 risks and five emerging risks—such as potential labour disruption—were outlined, along with mitigation efforts including scenario planning and tabletop exercises. The report was received for information.

8.2 Consolidated Financial Statements – Kris Mauthe, Mike High, Arden Kobewka
Appendix C - NAIT Management's Discussion and Analysis 2024-25
Appendix D - Financial Results 2024-25

An overview of NAIT's unaudited financial results for the year ending March 31, 2025, was provided. The presentation covered the operating surplus, key drivers of financial performance, revenue and expense breakdowns, and overall financial health. A structural surplus of $25.6M contributed to a strong net operating result. The surplus will be allocated to the Advanced Skills Centre ($25M), student information system ($10M), and Strategic Investment Fund ($15M). The surplus supports the ongoing rebuilding of NAIT's finances in the face of upcoming headwinds.

Moved by Kris Mauthe that the Board of Governors of the Northern Alberta Institute of Technology accept the Consolidated Financial Statements as presented.
Seconded & carried.

8.3 ASC Update – Don Cameron, Mike High, Daryl Silzer, Peter Leclaire
An update was provided on the ASC project, which is advancing into schematic design following completion of predesign and space validation within a 640,000 ft² footprint. Governance and execution models are being refined, and planning continues for construction procurement and a comprehensive fundraising campaign. Campaign planning includes consultant selection, cabinet development, and establishing a strong case for support.

8.4 Project R.I.S.E. – Kris Mauthe, Mike High
An update was provided on Project R.I.S.E., NAIT's institutional transformation initiative aimed at long-term financial sustainability. Key workstreams include program mix, enrolment strategies, campus services, and administrative efficiency, supported by capabilities in business transformation, data,and process debottlenecking.

9 NEXT BOARD MEETING

The next Board Meeting will be September 23rd, 2025, at 4:00 pm to be held in the Governor's Boardroom, T811, unless otherwise notified.

10 IN-CAMERA SESSION WITH BOARD OF GOVERNORS

Moved by Linda Palladino that the Board move to an in-camera session.

Declaration of Conflict of Interest for Board Members for in-camera items

10.1 Expert Panel on Post-Secondary Institution Funding and Alberta's Competitiveness
10.2 Program Mix
10.3 Presidents Contract Update
10.4 Labour and Employee Relations Update
10.4.1 Management And Excluded
10.4.2 AUPE
10.4.3 NASA

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

Moved by Jason Pincock that the Board of Governors of the Northern Alberta Institute of Technology approve the cost-of-living adjustments for non-bargaining unit employees as presented.

Moved by Linda Palladino that the Board of Governors of the Northern Alberta Institute of Technology approve the mandate for NASA negotiations as presented.

Moved by Linda Palladino that the Board of Governors of the Northern Alberta Institute of Technology approve the mandate for AUPE negotiations as presented.

11 ADJOURNMENT

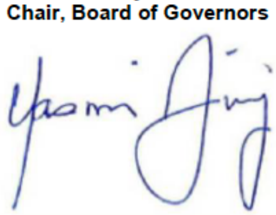
Moved by Kris Mauthe that the Board of Governors meeting be adjourned at 9:41 pm.

APPENDICES:

Appendix A - GE 2.0 Code of Ethics and Conduct Policy
Appendix B - NAIT Bylaws Approved 2025.03.04
Appendix C - NAIT Management's Discussion and Analysis 2024-25
Appendix D - Financial Results 2024-25

Attendance		
Committee Members	Yasmin Jivraj Laura Jo Gunter Paul Verhesen Don Cameron (virtual) Jason Pincock Kris Mauthe Dan Brown Andy Neigel Linda Palladino Lorraine Royer Ruth Mulholland Rachel Smith (virtual) Steve Chattargoon Danielle Libunao Marina Bruno PS Sidhu Lisa Slywka	Board Chair, Ex officio President and CEO, Ex officio Chair – CDC, Public Member – ASSC & BEC Chair - ASSC, Public Member – Audit, Finance & BEC Chair - ICE, Committee Member - ASCC & BEC Chair - Audit, Finance, Committee Member - BEC Chair - LDASC, Committee Member CDC & HRC Chair - Governance, Committee Member – BEC Chair - HRC, Committee Member - BEC Committee Member - ICE AUPE Rep, Committee Member - Governance Committee Member - Audit, Finance NASA Rep, Committee Member - CDC NAITSA Rep, Committee Member - ICE NAITSA Rep, Committee Member - CDC Public Member – ASCC & BEC NASA Rep, Committee Member, ICE
Resources	Jean-François (JF) Bouffard Keela Coss	Chief of Staff and Director of Strategy Board Relations & Executive Administrative Specialist
Guests	Peter Leclaire Mike High Clayton Davis Daryl Silzer Arden Kobewka Brandon Amirie Jordan Richey Mason Gorski Tam Rosnau Kendra Parker	VP Academic VP Administration and CFO AVP HR – Resources VP External & CDO AVP Finance & Corporate Services General Counsel Director, Athletics & Recreation Student Recreation Supervisor Director, Marketing & Brand
Regrets	Kristina Williams	Vice Board Chair, Ex officio

Yasmin Jivraj
Chair, Board of Governors



Laura Jo Gunter
President & CEO, NAIT