

**NORTHWESTERN POLYTECHNIC  
BOARD OF GOVERNORS**  
**Board Meeting Minutes**  
Wednesday October 23, 2024  
4 – 7 PM | Grande Prairie Campus

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In Attendance: Shawna Miller (Chair), Sathish Babu, Cody Beairsto, Brent Cage, Jason Forbes, Darlene Horseman, Karthika Jyotheendran, Heather Kerschbaumer, Dennis Landis, Tyler May, Michael McMann, Andrew Pietsch, Chevayah Ropcean, Vanessa Sheane, Lydell Torgerson, Ken Wittig

Regrets: NONE

Resources: Jarem Gurney, Terry Kowalchuk, Cindy Park, Thomas Watts

Records: Krista Schuett

**1. Call to Order**

Meeting was called to order at 4:00 PM

**2. Approval of Agenda**

Approval of October 23, 2024, Agenda

*Moved by Ken Wittig, seconded by Jason Forbes that the Board of Governors approve the agenda as presented.*

**3. Approval of Minutes**

Approval of August 23, 2024, Minutes

*Moved by Lydell Torgerson, seconded by Vanessa Sheane that the Board of Governors approve the August 23, 2024, minutes as presented.*

**4. Declaration of Conflicts of Interest**

Heather Kerschbaumer and Tyler May declared a conflict of interest related to agenda item 9.4.3 and requested to be excluded from any discussion. The request was accepted by the Chair.

## 5. Proposed Motions

## 6. Chair's Report

Presented by Shawna Miller.

## 7. President's Report

Presented by Vanessa Sheane.

## 8. Strategic Items

8.1 Vanessa Sheane reviewed Goal 3 – We are a trusted partner that builds community relationships, supports industry, and is committed to Indigenization.

8.1.1 Vanesa Sheane shared the actions and tactics being implemented by administration in response to the TRC Calls to Action and the Indigenous Education Protocol. Discussion occurred.

## 9. Committee Reports

### 9.1 Executive Committee

#### 9.1.1 Chair Summary

Presented by Shawna Miller and Brent Cage.

#### 9.1.2 2024 – 2025 Advocacy Items

Presented by Vanessa Sheane. These will be uploaded onto Diligent software for Board Members access.

#### 9.1.3 Committee Memberships

*Moved by Shawna Miller, seconded by Darlene Horseman, that the Board of Governors approve the Committee Memberships as presented.*

**Carried**  
**6127 / 2024**

### 9.2 Human Resources Committee

#### 9.2.1 In Camera

*Moved by Brent Cage, seconded by Darlene Horseman, that the Board of Governors move in-camera.*

#### 9.2.2 Exit In Camera

*Moved by Brent Cage, seconded by Chevayah Ropcean, that the Board of Governors exit in-camera.*

### 9.3 Governance & Development

#### 9.3.1 Chair Summary

Presented by Cody Bearisto.

#### 9.3.2 Board Policies V1, V2, V3

*Moved by Cody Bearisto, seconded by Lydell Torgerson, that the Board of Governors approve the revisions to Board Policy V1 as presented.*

**Carried  
6128 / 2024**

*Moved by Cody Bearisto, seconded by Andrew Pietsch, that the Board of Governors approve the revisions to Board Policy V2 as presented.*

**Carried  
6129 / 2024**

*Moved by Cody Bearisto, seconded by Jason Forbes, that the Board of Governors approve the deletion of Board Policy V3.*

**Carried  
6130 / 2024**

#### 9.3.3 Academic Council

*Moved by Cody Bearisto, seconded by Darlene Horseman, that the Board of Governors approve Academic Council's recommendations for the following new programs:*

- *Social Work Diploma*
- *Bachelor of Social Work*
- *Bachelor of Arts, Psychology*
- *Practical Nurse to Registered Nurse Bridging Program*
- *Registered Psychiatric Nurse Diploma*
- *Emergency Medical Responder*
- *Bachelor of Health Sciences*

**Carried  
6131 / 2024**

### 9.4 Finance Committee

#### 94.1 Chair Summary

Presented by Lydell Torgerson.

9.4.2 Q2 Forecast

Presented as information.

9.4.3 Fairview Houses Land Sale

*Moved by Lydell Torgerson, seconded by Mike McMann, that the Board of Governors approve the Land Disposition as resolved below in accordance with the requirements of Alberta Infrastructure.*

**Carried  
6132 / 2024**

**RESOLUTION OF The Northwestern Polytechnic Board of Governors**

***IT IS HEREBY RESOLVED:***

*THAT, subject to the prior approval of the Minister of Infrastructure under section 67 of the Post-secondary Learning Act, The Northwestern Polytechnic Board of Governors authorizes and approves to sell its interest in lands and dwellings located as 9924 112 Street; 9920 112 Street; 11216 99 Avenue; 11212 99 Avenue; 11208 99 Avenue; 11204 99 Avenue in the Town of Fairview to the Heart of the Peace Community Investment Cooperative and which is contained within the parcel legally described as Meridian 6; Range 3; Township 81; Section 34 South West containing approximately 6.71 acres.*

9.4.5 Annual Report

*Moved by Lydell Torgerson, seconded by Dennis Landis, that the Board of Governors amend the previously adopted motion, 6126/2024, for the 2023-2024 Annual Report to include the addition of the Board Training section as presented.*

**Carried  
6133 / 2024**

9.5 **Audit Committee**

9.5.1 Chair Summary

Presented by Lydell Torgerson.

9.5.2 Internal Audit

Presented for information.

9.5.3 Enterprise risk management update

Presented for information.

9.5.4 Enrolment Update

Presented for information.

9.6 External Relations Committee

9.6.1 Chair Summary

Presented by Shawna Miller.

9.6.2 NWP Events

Update provided.

10. Foundation Board

10.1 Chair Summary

Presented by Brent Cage.

11. In-Camera Session

*Moved by Darlene Horseman, seconded by Lydell Torgerson, that the Board of Governors move in-camera.*

*Moved by Brent Cage, seconded by Cody Beirsto, that the Board of Governors exit in-camera.*

12. Next Meeting

January 30, Grande Prairie

13. Adjournment

*Moved by Brent Cage, seconded by Cody Beirsto that the meeting adjourn at 6:58 pm.*