

NORTHWESTERN POLYTECHNIC  
BOARD OF GOVERNORS

**Board Meeting**

Thursday, March 28, 2024

4:00 – 7 PM | Grande Prairie Campus

**1. Call to Order**

**2. Land Acknowledgement**

**Territory Acknowledgement:** *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.*

**3. Approval of Agenda**

Approval of March 28, 2024, Agenda

*Moved by Cody Beirsto, and seconded by Dominique Fjeld that the Board of Governors approve the agenda as amended.*

**4. Approval of Minutes**

**4.1. Approval of December 14, 2023, Minutes**

*Moved by Lorne Radbourne, and seconded by Darlene Horseman that the Board of Governors approve the December 14, 2023, minutes be accepted as presented.*

**4.2. Approval of February 22, 2024, Minutes**

*Moved by Lydell Torgerson, and seconded by Brent Cage that the Board of Governors approve the February 22, 2024, minutes be accepted as presented.*

**5. Declaration of Conflicts of Interest**

Vanessa Sheane and Heather Kerschbaumer declared a conflict of interest and requested to be excluded from a particular item discussion.

The request was accepted by the Chair.

**6. Proposed Motions**

**7. Chairs Report**

Presented by Shawna Miller.

**8. Presidents Report**

Presented by Vanessa Sheane.

**9. Committee Reports**

## **9.2. Human Resources Committee**

### **9.2.1. In-Camera Session**

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

### **9.2.2 Exit In-Camera Session**

*Moved by Lydell Torgerson, seconded by Domonique Fjeld that the Board of Governors exit in-camera.*

## **9.3. Governance & Development**

### **9.3.1. Chair Summary**

Presented by Shawna Miller.

### **9.3.2 Academic Council New Program Recommendations**

*Moved by Shawna Miller, seconded by Heather Kerschbaumer, the Board of Governors approve the Motorcycle Mechanic Diploma as presented pending Ministry approval.*

*Moved by Shawna Miller, seconded by Andrew Pietsch, the Board of Governors approve the Agriculture Operations Diploma as presented pending Ministry approval*

**Carried  
6103 / 2024**

## **9.4 Finance Committee**

### **9.4.1 Chair Summary**

Presented by Lydell Torgerson

*Moved by Lydell Torgerson, seconded by Brent Cage, that the Board of Governors approve the 2024-2025 Operating Budget as presented.*

**Carried  
6104 / 2024**

*Moved by Lydell Torgerson, seconded by Darlene Horseman, that the Board of Governors approve the 2024-2025 Capital Plan as presented.*

**Carried  
6105 / 2024**

*Moved by Lydell Torgerson, seconded by Lorne Radbourne, that the Board of Governors approve the updated Net Asset Allocation as presented.*

**Carried  
6106 / 2024**

*Moved by Lydell Torgerson, seconded by Cody Beairsto, that the Board of Governors approve the 2024-2025 Strategic Initiatives as presented.*

**Carried  
6107 / 2024**

#### **9.4.4** Cash Management Plan

The Operating Cash Management Procedure was presented.

*Moved by Lydell Torgerson, seconded by Vanessa Sheane, the Board of Governors approve the Cash Management Procedure as presented.*

**Carried  
6108 / 2024**

#### **9.4.5** Investment Policy

The 2024 Investment Policy was presented.

*Moved by Lydell Torgerson, seconded by Vanessa Sheane, that the Board of Governors approve the revised Investment Policy as presented.*

**Carried  
6109 / 2024**

#### **9.4.6 Budget Planning and Reporting Policy**

The Budget Planning and Reporting Policy was presented.

*Moved by Lydell Torgerson, seconded by Angela Birnie-Browne, that the Board of Governors approve the Budget Planning and Reporting Policy as amended.*

**Carried  
6110 / 2024**

#### **9.4.7 Net Assets Policy**

The Net Assets Policy was presented.

*Moved by Lydell Torgerson, seconded by Heather Kerschbaumer, the Board of Governors approve the revised Net Assets Policy as presented.*

**Carried  
6111 / 2024**

### **9.5 Audit Committee**

#### **9.5.1 Chair Summary**

Presented by Lydell Torgerson.

#### **9.5.2 Risk Report**

Presented as information.

#### **9.5.3 Enrolment Update**

Presented as information.

### **9.6 External Relations**

#### **9.6.1 Chair Summary**

Presented by Shawna Miller.

## **10. NWP Foundation Board**

#### **10.1 Chair Summary**

Presented by Brent Cage for information.

