

*We respectfully acknowledge that we are on Treaty No. 8 Territory, the ancestral and traditional territory of the Cree, Dene, and Métis, peoples.*

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**Attendees:****Board of Governors Members:**

Don Scott (Chair), Public Member  
Andrew Rosser (1<sup>st</sup> Vice Chair), Public Member (arrived at 5:23 pm)  
Joe MacNeil, Public Member (regrets)  
Kim Farwell, Public Member  
Adele Thomson, Public Member (arrived at 4:46 pm)  
Raymond Powder, Public Member  
Kathleen Brennan, CUPE Representative  
Chioma Igbokei, Student Representative  
Marc Vergara, Student Representative  
Sandra Efu, Interim President & CEO

**Administration:**

Murray Walford, Vice President, Corporate Services & CFO  
Susan Bansgrove, Interim Vice President, Academic & Student Experience  
Chantal Beaver, Associate Vice President, Public Engagement (arrived at 4:13 pm)  
Deni Ruiz, Director, People & Culture  
Terri Turner (RS)

Guests

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1. **Call to Order** (D. Scott, Chair)  
D. Scott called the meeting to order at 4:06 p.m.
2. **Declaration** (All)
  - Declaration of Conflict of Interest
    - No Declarations of Conflict of Interest
  - Declaration of Fraud & Irregularities
    - No Declarations of Fraud & Irregularities
3. **Adoption of Consent Agenda** (D. Scott)
  1. Executive Reports
    - President & CEO
    - Academic & Student Experience
    - Corporate Services & CFO
    - People & Culture
    - Public Engagement
  2. Public Board of Governors Meeting Minutes of February 26, 2025

3. Governance & HR Committee Meeting Minutes of November 13, 2024
4. Finance & Audit Meeting Minutes of February 12, 2025, & Joint Subcommittee Meeting Minutes of March 12, 2025
5. Board Executive Committee Minutes February 14, 2025, and March 18, 2025

**Motion:** “THAT, the Consent Agenda for the April 30, 2025, meeting of the Board of Governors be approved as presented/amended.”

**Carried Unanimously**

**Moved by K. Farwell** and seconded by M. Vergara “**that**, the Consent Agenda for the April 30, 2025, meeting of the Board of Governors be approved as amended.”

**Carried Unanimously**

**4. Adoption of Regular Agenda (D. Scott)**

**Motion:** “THAT, the Regular Agenda for the April 30, 2025, meeting of the Board of Governors be approved as presented/amended.”

**Moved by K. Farwell** and seconded by M. Vergara “**that**, the Regular Agenda for the April 30, 2025, meeting of the Board of Governors be approved as amended.”

**Carried Unanimously**

**5. Excerpts from the consent agenda**

**5.1 President's Report to the BOG**

- S. Efu provided an overview of events and travel noted in the report
- D. Scott noted the approval process for the President & CEO's travel

**5.2 Corporate Services Report to the BOG**

- K. Farwell inquired about whether the IT Manager was an external or internal hire
- M. Walford noted it was external and provided the details

**5.3 People & Culture Report to the BOG**

- K. Farwell asked about the noted hiring
- D. Ruiz noted some of the recent hires were from the 2024 posting, and they had staggered start dates

**5.4 Public Engagement**

- K. Farwell asked for further information on the theatre targets
- C. Beaver noted that the in-house production remained, and there was a great deal of research into choosing the external productions
- K. Farwell inquired about the outcome of the Indigenous gathering circle meeting
- C. Beaver noted that she will provide an update after their next meeting, as the first meeting was focused on establishing the ToR and expectations

**6. Board Executive Committee Update (D. Scott)**

**6.1 2025-2026 Draft Meeting Schedule (T. Turner)**

- T. Turner reviewed the schedule, noting this will require a motion at the May BOG meeting
- K. Farwell discussed the concern with the suggested early September dates
- BOG decided that we will proceed with the regular schedule of the last Wednesday of the month, and September 10, for the two subcommittee meetings

**7. Governance & HR (D. Scott)**

**7.1 Governance & HR Update (D. Scott)**

- A. Thomson discussed the BOG composition and public member requirements, noted that the actual number of board members required is seven, and we will need three additional members should the college be redesignated as a polytechnic

- A. Thomson noted the subcommittee has decided to proceed with continuing the search for additional members in planning for the polytechnic, and requested the BOG put forward any potential members to the subcommittee for review
- A. Thomson noted that the board matrix will be completed when an individual is recommended to avoid delays, noting this is to be completed yearly
- A. Thomson noted that the ToR were also reviewed, and they will remain the same for now because they will need to be revised along with the policies and Bylaws should we be redesignated as a polytechnic

#### **7.2 Strategic Plan Update (S. Efu)**

- S. Efu provided an overview of the dashboard and balanced scorecard, noting that it allows the board to see any gaps and progress with initiatives, which is also tied to the risk register
- S. Efu noted that over 90% of initiatives are fully completed (shown in Green) or in progress (shown in Yellow), and some items are either on hold or in early phases of implementation (shown in Pink)
- K. Farwell asked if there are financial amounts tied to the initiatives
- S. Efu noted that currently there are no finances tied to the dashboard, but if the BOG requires this, then it can be included

### **8. Finance & Audit (K. Farwell)**

#### **8.1 Joint Meeting Update**

- K. Farwell reviewed the cycle and process followed by the subcommittee in terms of Legislative compliance review and the risk register

#### **8.2 Finance & Audit Update**

- K. Farwell noted that the Auditors' report was all green, citing the work that the college administration has completed

#### **8.3 Budget, Program, and Enrolment Plan Review (S. Bansgrove/M. Walford)**

- M. Walford noted that we have adjusted the surplus and reviewed the deficit, noting that this has to be addressed, noting that the IRCC policy changes were the main reason for the variance
- S. Efu noted that while the college has done its best to project enrollment with the IRCC changes, this remains a risk, as there are several variables at play
- M. Walford noted that we will not see the real impact until December 2025
- K. Farwell asked about the college plan, if enrollment is significantly higher or lower than predicted
- S. Efu noted that if higher, then that is great; if lower, then adjustments will need to be made. The college executive and senior leadership team are meeting in May to develop a plan to address any shortfalls

#### **8.4 Capital Budget (M. Walford)**

- M. Walford provided an overview and noted that the small capital budget does not come to the board, just the Finance & Audit Committee

#### **8.5 Capital Priorities (M. Walford)**

- M. Walford noted that the three capital priorities and business cases will be completed and presented at the May meeting for approval
- M. Walford noted that the priorities are
  - The heart of the campus - entrance/student commons at 10 million for planning and 16 million for HVAC
  - Keyano Innovation and Technology at 30 million  
Chantal provided an overview – integrate adaptive technologies
  - AI Simulation and Technology at 25 million
- S. Efu noted that the priorities can also be tied to the Polytech
- K. Farwell inquired about the order of preference and if the projects are to be shovel-ready

- Discussion ensued
- S. Efu noted that priority is often given to shovel-ready initiatives, and discussed potential order, noting that the administration will determine the preferred order before the May meeting
- BOG discussed the AI Simulation and Technology priority and how it ties into the 2 million provided by the government recently
- Discussion ensued regarding the name of the priority and the intention of the priority
- M. Walford noted that the names of the priorities will be updated before the May meeting

#### **8.6 Internally Restricted Surplus (M. Walford)**

- M. Walford noted this is currently at 3 million dollars in the financial statement. If Saline Creek is put up for sale, 17 million will move back into the reserves
- A. Thomson asked about the risk of delaying the decision
- M. Walford noted that one risk is if the college needs the money for another project, it wouldn't have funds available to draw from
- A. Thomson asked if there are any other sources of funding other than the capital projects
- M. Walford noted that the college could look to having a capital campaign, led by Chantal's division
- Discussion ensued about additional funding resources

#### **8.7 Information Technology Update (M. Walford)**

- IT Status Update
- Cyber Security Update/Status of OAG recommendations
- ITS Testing- PCI Compliance
  - M. Walford noted the office of the auditor general's recommendations, and identified that the college will be ready for their review in September
  - M. Walford noted that the PCI audit scan was successful, and students can now pay via credit card

#### **8.8 Finance & Audit Terms of Reference (K. Farwell)**

- K. Farwell noted the addition of the academic section to the Finance & Audit ToR

**Motion:** "THAT the Board of Governors approves the Finance & Audit Terms of Reference as presented."

**Moved by C. Igbokei** and seconded by K. Brennan **"that**, the Board of Governors approves the Finance & Audit Terms of Reference as presented."

**Carried Unanimously**

#### **8.9 Stipend Reallocation/60 students for 60 years (C. Beaver)**

- C. Beaver noted she is recommending reallocating the BOG remuneration to a new initiative to support the Keyano Board of Governors Local Leaders Entrance Award, a one-time campaign dedicated to attracting and acknowledging local studies, carrying the slogan '60 Students for 60 Years
- C. Beaver reviewed the eligibility criteria based on an amendment determined at the Finance & Audit Committee meeting
- A. Thomson asked if the funds can be used toward other associated costs for the students' programming, such as books
- C. Beaver noted that this option will be accommodated, and the criteria will be updated

**Motion:** "THAT the Board of Governors approves the stipend Reallocation/60 students for 60 years with the amendments for international students and expenses eligible."

**Moved by A. Thomson** and seconded by A. Rosser, “that the Board of Governors approves the stipend Reallocation/60 students for 60 years with the amendments for international students and expenses eligible.”

**Carried Unanimously**

**9. Academic & Student Services Update (S. Bansgrove)**

**10. In-Camera**

**Motion:** “THAT, the Board of Governors move in-camera.”

**Moved by K. Farwell** and seconded by A. Thomson “that, the Board of Governors move in-camera.”

**Carried Unanimously**

**10.1** Fort Chipewyan Campus Update

**10.2** Bargaining

**Motion:** “THAT, the Board of Governors conclude the in-camera discussion.”

**Moved by K. Farwell** and seconded by A. Thomson “that, the Board of Governors conclude in-camera discussion.”

**Carried Unanimously**

**11. Adjournment**

There being no further business, **motion:** “that the meeting of the Board of Governors be adjourned.”

**Moved by K. Farwell** and seconded by A. Thomson “that the meeting of the Board of Governors be adjourned @ 6:46 p.m.”

**Carried Unanimously**