



SAITSA Board of Directors

Minutes – Monday, January 15, 2018
Burns Penthouse - Senator Burns Building

Present:

Josh Bettle	BOD Chair	Voting Member
Jesse Corbel	BOD Vice Chair	Voting Member
Donny Nichols	Director	Voting Member
Matthew Busby	Director	Voting Member
Jess Beddow	Director	Voting Member
Carol Poole	Director	Voting Member
Ha Nguyen	Director	Voting Member
Ninar Chaachouh	Director	Voting Member
Akhil Sharma	Director	Voting Member
Desiree Venne	Director	Voting Member
Ryan Morstad	Director	Voting Member
Daniel Caine	Director	Voting Member
Alex Dimopoulos	President	Voting Member
Rachel Moerschfelder	Vice President External	Voting Member
Alysson Torres - Gillett	Vice President Academic	Voting Member
Connor Goodfellow	Vice President Student Life	Voting Member
Tanya Pittis	Board of Governors Student Representative	Ex-Officio
Joy Bowen-Eyre	Neutral Facilitator	Ex-Officio
Blair McCormick	Executive Director	Ex-Officio
Rachel Paris	SAITSA Manager, Governance and Advocacy	Ex-Officio
Adam Boechler	SAITSA Coordinator, Governance	Ex-Officio

Guests:

Chelsea Kemp	Student at Large	Guest
Mitch Holt	Student at Large	Guest
Kaylee Beyene	Student at Large	Guest

Agenda Item:

- 1.0 **Call to order:**
J. Bowen-Eyre Called the meeting to order at 6:02PM.
- 2.0 **Acknowledgement of Traditional Indigenous Territories:**
M. Busby gives the Acknowledgement of Traditional Indigenous Territories.
- 3.0 **Conflict of Interest Check:**
No conflict noted.
- 4.0 **Approval of the Agenda:**

Motion:

Move to approve the agenda with the following amendments: Add 6.0 Board Resignation, add 11.2 Board Vacancies, item 10.3 Daniel Caine appointment will be amended to "10.3 Committee Appointments" as multiple appointments are being brought forward and item 10.2 Clubs policies will be tabled for February's meeting.

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J. Bettle
Motion Carried

5.0 Adoption of Minutes:

Motion:

Move to approve the BOD meeting minutes from the December 4th, 2017 regular meeting.

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**C. Goodfellow
Motion Carried**

6.0 Board Resignation:

K. Beyene announced that she is resigning from the BOD, effective immediately. J. Bettle indicated that K. Beyene will remain on committee's of the Board as a Student at Large. The Board thanked K. Beyene for her service to SAITSA.

7.0 Individual Reports:

Verbal reports were provided by A. Dimopoulos, R. Moerschfelder, A. Torres-Gillett, and B. McCormick. Written reports were circulated prior to the meeting. T. Pittis announced that the SAIT Board of Governors have not met since the last meeting of the BOD. The next meeting of the Board of Governors is February 14th, 2018. T. Pittis indicated that if anyone would like to attend as a guest that they can contact her.

8.0 Committee Reports:

8.1 Campus Life Committee - C. Goodfellow – Report as Submitted

8.2 Finance Committee - A. Dimopoulos – Report as Submitted

8.3 Governance Committee - A. Torres-Gillett – Verbally reported that the committee has been working on creating duties for committee chairs, approved the Clubs policy in good faith and are looking to complete the goals established in the Watson Roadmap.

8.4 Advocacy Committee - R. Moerschfelder – Verbally reported that the committee has been discussing the creation of an Advocacy Plan and have struck a subcommittee to drive that initiative forward. The committee is also working with Druh Farrell's office to organize a field trip to City Hall.

8.5 Environmental Sustainability - D. Davis (Chair of Committee) – Report as Submitted

8.6 Student Expansion Committee Advisory Committee - B. McCormick – Report as Submitted

8.7 Strategic Plan Committee - A. Torres-Gillett – Verbally reported that the committee has been working on survey questions to engage the student body in relation to the new strategic plan. The survey is going to be sent out on Wednesday January 17th. Students who complete the survey will be entered into a draw to win one of five \$100 E-cards. A. Torres-Gillett indicated that SAITSA staff had been consulted to ensure staff engagement with the Strategic Planning process.

9.0 Action Items:

9.1 Send Professional Development requests to the Chair.

J. Bettle reports that he has received one professional development request. J. Bettle extended the deadline to submit and encouraged everyone to review the previous Board's professional development suggestions from 2016/17 BOD exit survey for ideas.

9.2 Circulate list of suggested PD from BOD exit survey.

Not discussed, action item complete.

9.3 Update Bylaws to reflect changes to the Finance Committee Terms of Reference.

A. Torres-Gillett responds that the committee is holding off on this item until the larger Bylaw Review where organizational budget process will be discussed.

9.4 Task Governance Committee to discuss whether SAITSA should pay for an additional course in the future for Executives.

A. Torres-Gillett reports that the Governance Committee will clarify the amount of classes that an Executive Council member can take in the future.

A. Dimopoulos reports on behalf of the Finance Committee that they had the discussion about funding of an additional course for Executive Council members and that the Finance Committee has approved and budgeted for future years to allow Executive Council members to take a second course. The process of if they can take a second course will be discussed by the Governance Committee.

9.5 Governance review of Chair and Vice Chair membership on committees in Bylaw Review.

A. Torres-Gillett indicated that this item is ongoing and will be captured within the Bylaw Review, to ensure Bylaws reflect job descriptions.

9.6 Finance Committee to review BOD Chair and Vice Chair honoraria in consideration of office hours in new Chair and Vice Chair position descriptions.

A. Dimopoulos explains that the task is complete. The Finance Committee has increased honoraria for Directors, Vice Chair and Chair. The increase in honoraria will be reflected in the 2018-2019 year, not the current Board of Directors.

9.7 Share BOD Student Space Expansion presentation on the Google Docs.

A. Boechler reports action item is complete.

10.0 Business Items:

10.1 Term of Reference for Committees:

Vice Chair J. Corbell introduced the Terms of References for Committees. States that the goal is to approve four Terms of References "in theory" omnibus. Approval of the Terms of Reference in good faith simply reflects that the Governance & Advocacy staff will ensure standardized formatting of all committee Terms of Reference.

Motion:

Move to approve the following committee's Terms of References: Campus Life Committee, Advocacy Committee, the Environmental Sustainability Committee and Student Space Expansion Committee.

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J. Corbell
Motion Carried

10.1 Clubs Policy:

Tabled to February's meeting of the Board.

10.3 Committee Appointments:

J. Bettle introduces that there are multiple appointments to different committees in addition to Daniel, is of the opinion that an omnibus motion is the best way to proceed.

Motion:

Move to appoint Daniel Caine and Mitchell Holt (Student at Large) to the Advocacy Committee, Karine Potvin (Student at Large) to the Finance Committee, Akhil Sharma and Samuel Timms (Student at Large) to Student Space Expansion Advisory Committee and Hailey Mizera (Student at Large) to the Environmental Sustainability Committee.

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D. Nichols
Motion Carried

11.0 Information/Discussion:

11.1 Awards:

A. Boechler presented the variety of student awards available from SAITSA, SAIT and the Government of Alberta and encouraged Directors to apply and to encourage other students to apply, and nominate their instructors.

11.2 Board Vacancies:

J. Bettle brought to the attention of the Board that K. Beyene’s resignation leaves two vacancies on the Board. The Board determined that filling the vacancies at this time is not required.

11.3 In-Camera:

Motion:

Move to go in Camera

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J. Bettle
Motion Carried

Staff B. McCormick, R. Paris, A. Boechler, neutral facilitator Joy Bowen-Eyre and guests Mitchell Holt and Chelsea Kemp were asked to leave at 7:46pm.

12.0 Questions/Adjournment:

Meeting adjourned at 7:55 PM

DRAFT