



SAITSA Board of Directors

Minutes from the Monday, December 4, 2017
Burns Penthouse - Senator Burns Building

Present:

Donny Nichols	Director	Voting Member
Jesse Corbel	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
Kaylee Beyene	Director	Voting Member
Ryan Morstad	Director	Voting Member
Josh Bettle	Director	Voting Member
Daniel Caine	Director	Voting Member
Tanya Pittis	Board of Governors Student Representative	Ex-Officio
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
Zoya Abbas	SAITSA Governance Temp	Staff
Adam Boechler	SAITSA Coordinator, Governance	Staff
Joy Bowen-Eyre	Neutral Facilitator	Ex-Officio
Blair McCormick	Executive Director	Ex-Officio

Regrets:

Desiree Venne	Director	Voting Member
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Agenda Item:

1.0 Call to Order:

J. Bettle called the meeting to order at 6:08 PM.

2.0 Acknowledgement of Traditional Indigenous Territories:

Vice Chair J. Corbel Acknowledges Traditional Indigenous Territories.

3.0 Conflict of Interest Check:

A. Dimopoulos notes conflict of interest for item 9.3 in relation to an additional course request. A. Torres-Gillett also notes conflict of interest for item 9.4 in relation to an additional course request.

4.0 Approval of the Agenda:

J. Corbel moves to approve the agenda as amended.

5.0 Adoption of Minutes:

A. Dimopoulos notes he was in attendance on November 6, 2017. Also, would like committee membership more clearly articulated in the Nov.6 minutes, as demonstrated on the projector.

BOD notes adjournment time also missing. Governance Coordinator will follow up with C. Goodfellow and add adjournment time to minutes.

5.1 Motion to approve the meeting minutes from November 6, 2017 with the amendments noted above.

Moved by J. Beddow

APPROVED/UNANIMOUS

6.0 Individual Reports:

- 6.1 **A. Dimopoulos, President:** As submitted
- 6.2 **R. Moerschfelder, Vice President External:** As submitted
- 6.3 **A. Torres-Gillett, Vice President Academic:** As submitted
- 6.4 **C. Goodfellow, Vice President Student Life:** As submitted
- 6.5 **T. Pittis, Board of Governors Student Representative:** As submitted
- 6.6 **B. McCormick, Executive Director:** As submitted

7.0 Committee Reports:

7.1 **Campus Life Committee:**

C. Goodfellow reported that the committee had not yet met. Looking to meet in early January.

7.2 **Finance Committee:**

A. Dimopoulos reported that the committee had met twice, had updated the terms of reference and sent to Executive Director and Governance committee for review. Justin Samuel is the Vice Chair and the next meeting is January 10 at 4:30 pm.

7.3 **Governance Committee:**

A. Torres-Gillett reported that the committee had met, D.Venne is the Vice Chair. The committee have brought forward the Board Chair and Vice Chair job descriptions to this meeting for approval by the BOD. Overall, we have the goal to tie up loose ends in the bylaws.

7.4 **Advocacy Committee:**

R. Moerschfelder reported that the committee has met, elected N. Chaachouh Vice Chair. Looking to survey students in the New Year to better understand their concerns for internal and external advocacy, plan to use prizes and focus groups to further encourage participation. Want to create a SAITSA multiple year advocacy plan to guide future efforts and last, are planning a trip to City Hall for the committee.

7.5 **Environmental Sustainability:**

J. Corbel reported on behalf of the committee. The committee elected two students at large to be the Chair and Vice Chair, Dakota Davis and Kayla Harris who are both environment science students. We will have the Terms of Reference prepared for the next BOD meeting. The committee has increased in size to 10 members. We plan to look at other schools to see best practices and move forward. The next meeting is Wednesday December 6 at 5 pm in V-128.

7.6 **Student Expansion Committee Advisory Committee:**

B. McCormick introduces, brief update on expansion as more details to come later on the agenda. Next meeting December 7th 4-5 pm.

7.7 **Strategic Plan Committee:**

A. Torres-Gillett reports that the committee has met and elected N. Chaachouh Vice Chair. We worked on editing the Terms of Reference and are prepared to approve them. Looking at how we can survey students and staff to see what they would like in the new strategic plan for SAITSA. We have put together very aggressive timelines to accomplish the goals of the committee prior to May and new executive leadership. Timeline for strategic planning is dependent on availability of our consultants Watson, likely the weekend prior to reading break. The goal is to present the new strategic plan to the BOD at the April meeting.

- **Donnie Nichols left the meeting at 6:45 PM**

8.0 Action Items:

8.1 **Send Professional Development requests to the Chair:**

J. Bettie reports that he has only received one request for professional development. We should have this as an ongoing item for the BOD. J. Corbel asks how specific requests need to be? J. Bettie states it is up to the applicant, can be personal PD or for the entire Board, and money has been budgeted for this PD. C. Goodfellow inquires about the BOD exit survey from last year as it had some suggestions.

ACTION ITEM: Circulate list of suggested PD from BOD exit survey.

9.0 Business Items:

9.1 **Term of Reference for Committees:**

9.1.1 **Campus Life Committee:**

C. Goodfellow explains that T of R is not complete as committee has not met. Committee exists in bylaws as a standing committee.

J. Bettle Moves to Table Campus Life Committee Terms of Reference to the January meeting
TABLED/UNANIMOUS

9.1.2 Finance Committee:

A. Dimopoulos moves to approve Finance Committee Terms of Reference.
APPROVED/UNANIMOUS

ACTION ITEM: Update bylaws to reflect changes to the Finance Committee Terms of Reference.

9.1.3 Governance Committee:

C. Poole moves to approve the Governance Committee Terms of Reference.
APPROVED/UNANIMOUS

9.1.4 Advocacy Committee:

R. Moerschfelder moves to table the Advocacy Committee Terms of Reference.
APPROVED/UNANIMOUS

J. Bettle notes that D. Caine I is welcome to attend the next meeting and that members of the committee would be ratified at the next meeting.

9.1.5 Environmental Sustainability Committee:

J. Bettle moves to table the Environmental Sustainability Committee Terms of Reference to the January BOD meeting.
TABLED/UNANIMOUS

9.1.6 Strategic Planning Committee Ad Hoc:

A. Torres-Gillett moves to approve the Ad Hoc Strategic Planning Committee Terms of Reference:

Board discusses at length the T of R requirement that Chair be in attendance at committee meetings to meet quorum.

J. Bettle moves to amend the Terms of Reference for the strategic planning committee so that quorum will be chair or designate to meet the 51% quorum.

OPPOSED: H. Nguyen and A. Sharma

ABSTENTIONS: A. Torres-Gillett

APPROVED

Main Motion to approve the amended Terms of Reference.

OPPOSED: H. Nguyen and A. Dimopoulos

APPROVED

RECESS:

J. BETTLE MOVES TO TAKE A 5 MINUTE RECESS

APPROVED/UNANIMOUS

MEETING RECONVENES AT 7:33 pm

9.2) Approval of Annual Report:

J. Corbel inquires why the Annual report missed the deadline of November 30 listed in the bylaws.

B. McCormick explains that this year SAITSA moved its fiscal year end to July 1. This caused a delay in our Auditors ability to complete the audited financial statement, of which the annual report is attached to.

R. Moerschfelder moves to approve the annual report as presented.

APPROVED/UNANIMOUS

9.3) Attached Audited Financial Statements for info:

B. McCormick explains financial statements were included for information as an attachment to the Annual Report.

9.4) Additional course request for President:

H. Mills Moves to approve and Pay for a second course for President Alex Dimopoulos.

APPROVED/UNANIMOUS

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

9.5) Additional course request for Vice President Academic:

J. Bettie moves to approve and pay for a second course for VP Academic Alysson Gillet-Torres.

APPROVED/UNANIMOUS

9.6) Governance Committee to create Chair & Vice Chair position descriptions:

A. Dimopolous moves to approve the Chair & Vice Chair position descriptions as presented.

APPROVED/ABSTENTION J. Bettie

ACTION ITEM: Governance Committee to review Chair and Vice Chair membership on committees during bylaw review.

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

10) Information/Discussion

10.1) Executive Director Report on Student Space Expansion:

B. McCormick updates BOD on Student Space Expansion approvals and deliberation.

ACTION ITEM: Share BOD Student Space Expansion presentation on the Google Docs.

10.2) In-Camera:

J. Bettie moves to go in Camera

APPROVED/UNANIMOUS

11) Questions/Adjournment

BOD Meeting adjourned at 9:02 pm.

BOD Chair

Approved Date:

BOD Vice-Chair