

**Board of Directors**  
Minutes  
Monday, Oct 26, 2015

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**Present**

Gurinderpal Brar	School of Business	Voting Member
Alexander Ho	School of Business	Voting Member
Alex Dimopoulos	School of Business	Voting Member
Connor Goodfellow	School of Construction	Voting Member
Jacy Letendre	School of Construction	Voting Member
Israel Camacho Maya	School of Business	Voting Member
Mauricio Jimenez	School of Business	Voting Member
Jeromy Deleff	School of Business	Voting Member
Mikayla Schaffer	School of Business	Voting Member
Muna Saeed	School of ICT	Voting Member
Denis Ram	School of ICT	Voting Member
Alessandro Stoppa	School of Energy	Voting Member
Sarah Walker	School of ICT	Voting Member
Joshua Nguyen-Bettle	SAITSA VP External	Voting Member
Kimmi Nguyen	SAITSA VP Academic	Voting Member
Brigitte Matheson	SAITSA President	Voting Member
Thao Nguyen-Bettle	SAITSA VP Student Life	Voting Member
Rebekka Lenz	School of Hospitality and Tourism	Voting Member
Jame Vy	BOD Representative	Ex-Officio
Blair McCormick	SAITSA Executive Director	Ex-Officio
Rachel Paris	Governance and Advocacy Manager	Ex-Officio
Deanna Berry	SAITSA Office Manager	Ex-Officio
Lisa Petermann	BOD Neutral Chair	Ex-Officio

**Absent**

Aly Torres	School of ICT	Voting Member
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**1.0 Call to order**

Lisa called the meeting to order at 6:08pm.

**2.0 Approval of Agenda**

**Motion**

It was moved by Rebekka and seconded to approve the agenda.

**Motion carried**

**3.0 Adoption of Minutes**

**Motion**

It was moved by Kimmi and seconded to adopt the minutes from Oct 4<sup>th</sup>, 2015 and Oct 5<sup>th</sup>, 2015.

**Motion carried**

**4.0 Information/Discussion**

**4.1 SAITSA App – Elaine**

Elaine handed out a hard copy of SAITSA App statistics and explained our current student usage. She reminded the BOD of the student code of conduct and ‘Do’s and Don’ts’ when using the app. Please email [Elaine.Graham@edu.sait.ca](mailto:Elaine.Graham@edu.sait.ca) if you have any further questions or concerns.

## **5.0 Individual Reports**

Kimmi, Thao, Josh and Brigitte briefly updated the BOD on current activity above and beyond their written reports.

### **Motion**

It was moved by Alex and seconded to adopt the written reports as circulated.

**Motion carried**

## **6.0 Summer Committee Final Reports**

### **6.1 Campus Improvement & Student Engagement – Thao**

Thao provided a final report of the summer Campus Improvement & Student Engagement committee's activities.

### **6.2 External Advocacy – Josh**

Josh provided a final report of the summer External Advocacy committee's activities.

## **7.0 Business Items**

### **7.1 Campus Life Committee Member Ratification – Muna**

#### **Motion**

It was moved by Muna and seconded to ratify Jacy, Aly, Rebekka, Kimmi, Alex H. and Muna as members of the Campus Life Committee.

#### **Motion**

It was moved by Thao and seconded to amend the motion to include Thao as a member.

**Amending motion carried**

### **7.2 Governance Committee Member Ratification – Muna**

#### **Motion**

It was moved by Josh and seconded to ratify all standing committees in one motion.

**Motion defeated**

#### **Motion**

It was moved by Muna and seconded to ratify Sarah, Mikayla and Denis as members of the Governance Committee.

#### **Motion**

It was moved by Brigitte and seconded to amend the motion to include Brigitte as a member.

**Amending motion carried**

### **7.3 Finance Board Committee Member Ratification – Muna**

#### **Motion**

It was moved by Muna and seconded to ratify Jeromy, Denis, Alex D, Alex H, Mauricio and Brigitte as members of the Finance Board Committee.

**Motion carried**

### **7.4 Executive Review Committee Member Ratification – Muna**

#### **Motion**

It was moved by Muna and seconded to ratify Denis, Muna, Sarah and Mikayla as members of the Executive Review Committee.

**Motion**

It was moved by Maya and seconded to amend the motion to include Maya as a member of the Executive Review Committee.

**Amending motion carried**

**7.5 Strategic Planning Committee – Muna****Motion**

It was moved by Muna and seconded to ratify Jeromy, Jame, Muna and Mikayla as members of the Strategic Planning Committee.

**Motion**

It was moved by Gurinder and seconded to amend the motion to include Gurinder as a member.

**Motion**

It was moved by Alex S. and seconded to further amend the motion to also include Alex S. as a member.

**Amending motion carried**

**7.6 External Advocacy Ad-Hoc Committee – Josh**

Josh explained the need for an external advocacy ad-hoc committee and requested that members join. No business was passed at this time, the committee was struck on Oct. 4<sup>th</sup>.

**7.7 Approval of Environmental Sustainability Committee TORs – Connor****Motion**

It was moved by Connor and seconded to approve the Terms of Reference for the Environmental Sustainability Committee.

**Motion carried**

**7.8 Review Mauricio's Attendance – Denis**

Denis explained process regarding bylaws in reference to attendance. The BOD discussed. Mauricio presented his case to the BOD.

**Motion**

It was moved by Muna and seconded to move 'in-camera'.

**Motion carried**

**Motion**

It was moved by Sarah and seconded to move out of 'in-camera'.

**Motion carried**

The BOD voted by secret ballot. Lisa announced that Mauricio will remain as a Chair of the Board. The ballots were destroyed by shredding.

**8.0 Information/Discussion****8.1 X-Mas Party Date – Deanna**

Deanna asked the BOD when they'd like to have their Christmas Party. She will follow up with an email.

**8.2 Huddle – Rachel**

Rachel showed the BOD how 'Huddle' worked for online file sharing and storage. Each BOD member has access. Rachel and Deanna proposed that the BOD pilot this tool for storing committee work and supporting documents for meetings.

**8.3 Reminder of Deadlines – Muna**

Muna reminded the BOD that as a group it was decided that agendas would be sent out one week prior to a board meeting. The EC will be required to submit their reports on Thursdays before board meetings at noon. BOD members must submit an Agenda Item Proposal Form by noon one week prior to meetings as well.

Lisa adjourned the meeting at 8:22pm