

## **Executive Council**

Minutes

April 6<sup>th</sup>, 2017

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### **Present**

Connor Goodfellow

Deanna Berry

Alex Dimopoulos

Mikayla Schaffer

Marc Thususka

Blair McCormick

### **1.0 Call to Order**

Mikayla called the meeting to order at 3:06 pm.

### **2.0 Approval of Agenda**

#### **Motion**

It was moved by Connor and seconded to approve the amended agenda to include 7.4 Leaders' Hall.

**Motion carried**

### **3.0 Adoption of Minutes**

March 9<sup>th</sup>, 2017

#### **Motion**

It was moved by Alex and seconded to adopt the minutes from the 9<sup>th</sup> of March.

**Motion carried**

### **4.0 Reports**

Reports were given by Connor, Mikayla, Alex, and Blair.

### **5.0 Action Items**

**5.1 Create benefits document for CASA Memberships – Mikayla (ongoing)**

### **6.0 Business Item**

**6.1 Capital Asset (Governance Office Renovation) – Blair**

Governance team has grown and space has opened up in NN118 to make space for all Governance related staff. SAIT has provided a quote for the bare minimum with furniture being donated to keep costs low. This will also open up space in the main office for Marc, opening up space in the Weal for students to work.

#### **Motion**

It was moved by Connor and seconded to approve the Capital Asset Request for the Governance Office Renovation in the amount of \$19 890.00.

**Motion carried**

**6.2 Conference Request (COCA Jessica L) – Marc**

Marc presented the Conference Request for the Canadian Org of Campus Activities, looking to send Jessica from Events as a professional development opportunity. Connor requested that the conference request reflect Jessica staying in the host hotel.

### **Motion**

It was moved by Connor and seconded to approve the conference request for Jessica L'Heureux to attend COCA.

**This item was tabled until the request is modified.**

### **6.3 Conference Request (CHMA Kiera and Jill) – Marc**

This is a conference dedicated to bar and restaurant management. Marc presented the request for Jill and Kiera to attend. This is a great professional development opportunity for Kiera and Jill to attend to represent the Gateway.

### **Motion**

It was moved by Connor and seconded to approve the conference request for Kiera and Jill to attend CHMA.

**Motion carried**

### **6.4 Conference Request (Marc COCA and CHMA) – Blair**

Blair presented the conference request for Marc to attend the two conferences previously described above. The two conferences work in conjunction with each other and provide a small extra fee to attend both. Marc will be working closely with Connor this year to coordinate campus ideas through both Events and Student Experience. Marc can also check-in with the CHMA to help support Jill and Kiera.

### **Motion**

It was moved by Connor and seconded to approve the Conference Request for Marc to attend COCA and CHMA.

**Motion carried**

## **7.0 Discussion and Information Item**

### **7.1 GOmentr – Connor**

Connor was contacted by GOmentr, which is a mentorship start-up. It's an online tool to help connect student groups with alumni or industry etc. They are looking for partner schools to launch with. Connor asked the EC with feedback on if we should pursue this program. The EC liked the idea of the tool, but it potentially requires a lot of management and upkeep by staff. Connor is to send out the power point presentation to the EC. There may be opportunity to tie this feature into the app.

### **7.2 Executive Transition Process – Blair**

Blair updated the EC on the transition plan. He will send out the transition plan to all incoming and current EC. We are looking at covering lots of areas that will assist in their overall success in their roles at SAITSA. The process will start May 1<sup>st</sup> when the new EC are in office. The mornings will consist of transition and training and the afternoons will be dedicated to one-on-ones. Goal setting will take place over the first 60 days as a team.

### **7.3 Leaders' Hall – Blair**

Leaders' Hall early bird registration is due today. Blair would like to register for EC to attend as founding members. The plan is to send the full EC, with VP Student Life and VP Academic potentially attending CAMP SAITSA as well. The EC discussed.

**7.4 HR Matter – In Camera**

**Motion**

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

**Motion carried**

Mikayla adjourned the meeting at 4:23pm