

Saitsa Executive Council Meeting Minutes

Wednesday, May 27th, 2020

11:00a.m.

Microsoft Teams



	Agenda Item	Accountability	Time
1.0	Call to Order <i>R. Morstad called the meeting to order at 11:04a.m.</i>	R. Morstad	2 Min
2.0	Approval of Agenda	R. Morstad	2 Min
	Amendments: - L. Hunter switched reports items 5.1 and 5.3 due to L. Hunter needing to say his report first <i>Approved by general consent</i>		
3.0	Adoption of Minutes	R. Morstad	2 Min
3.1	<i>Regular Meeting of the Executive Council from May 20th, 2020</i>		
	Amendments: - Amend the language of the approval of the minutes		
	Motion It was moved by R. Morstad to approve the amended meeting minutes from May 20 th , 2020 Motion carried		
4.0	Business Items		
4.1	EC Expectations	R. Morstad	5 Min
	R. Morstad did not distribute this document. The committee cannot discuss.		
	Motion It was moved by R. Morstad to table this item until next meeting Motion carried		
5.0	Individual Reports (maximum of 2 minutes each)		
5.1	VP External Report as submitted.	L. Hunter	2 Min
	L. Hunter asked for feedback regarding his report, EC members did not have any feedback. L. Hunter's campaigning for the role of Director of National Advocacy with CASA is ongoing. L. Hunter connected with the outgoing Director of National Advocacy Emma Drake from the University of Prince Edward Island, Emma gave L. Hunter notes about time management, the uniqueness of this role and how her experience was very enlightening. The Joint Executive Committee meeting took place today. On the Calgary Regional Mental Health Network Task Force, Saitsa is the only student voice that is on this task force.		

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- 5.2 VP Academic** J. Bhatti 2 Min
Report as submitted.

J. Bhatti has an academic appeal meeting next week. The EC tried a new initiative by having a Saitsa BOD member attend an academic hearing rather than the Vice President Academic (VPA). The BOD members have offered to attend these virtual hearings to assist the VPA. The SAIT/Saitsa Joint Executive meeting went well. R. Paris and J. Bhatti are thinking about researching what other institutes are doing for international students.

- 5.3 President** R. Morstad 2 Min
Report as submitted.

R. Morstad is hoping to get an update regarding the SAIT UPass with the Fall Semester soon. The Fall Reading Week Committee report was submitted and presented to the Academic Council. R. Morstad would like to have the Academic Council have a recommendation tracker to see the progress of proposed recommendations. R. Morstad is still currently onboarding his new Saitsa Executive team. R. Morstad would like to conduct research for various items like tuition affordability, student programming, and health and dental plans to get a scope on what other institutes are providing.

- 5.4 VP Student Life** J. Leippi 2 Min
Report as submitted.

L. Hunter and J. Leippi participated in a K-12 committee meeting last night. The K-12 meeting was the last meeting of the year, they discussed last tidbits. At first, the committee was going to make a hub for mental health resources but then members showed no interest; so, the committee talked to councilors at post secondaries and said to give students handout resources. J. Leippi is currently still onboarding into her role. J. Leippi is looking at other schools to see what they're doing during this transition to an online schooling platform. J. Leippi was invited to a Vice President Student Life (VPSL) Facebook chat to further connect with Canada's VPSL's. L. Hunter invited J. Leippi to sit on the Mental Health Committee.

L. Hunter departed at 11:28a.m. for the CASA online conference.

- 5.5 Executive Director** M. Stromme 2 Min
Report as submitted.

Motion

It was moved by R. Morstad to move in camera at 11:28a.m.

Motion carried

Motion

It was moved by R. Morstad to move out of camera at 11:48a.m.

Motion carried

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6.0 Action Items (maximum of 2 minutes each)

7.0 Unfinished Business

8.0 Discussion and Information Items

8.1 Podcasting Equipment and Purchase Date R. Morstad 2 Min

M. Thususka chatted with Craig Walsh (Events & Programming Manager) this morning to finalize the list of equipment to purchase. Craig will be sending M. Thususka the list and M. Thususka will connect with the provider to see if we can get a discount from them so then we can purchase more equipment. M. Thususka is hoping by mid-week next week to have everything purchased from Long and McQuaid. The Events department will need to construct an instruction manual of how to use the equipment.

With our financial support from the Legacy 88 Fund we have until December 2020 to purchase our podcasting equipment. The process for reimbursement is to provide proof of purchase up to \$3,400.00 to Sarah from SAIT who will submit that to the SAIT Financial department who will then reimburse us through our FOAPAL.

The Executive Council, Events & Programming, and the Marketing & Communications department will need to discuss where the equipment will live, who is responsible for the equipment, a schedule of using the equipment, a game plan for the Saitsa podcast, and who would like to be apart of the podcast itself. They will need to discuss what everyone's' roles in this project are.

8.2 Awards Video R. Morstad 2 Min

The Awards video is supposed to be released today.

8.3 Food Bank (Form/Process or Usage) R. Morstad 2 Min

Natasha Lundrigan (Senior Manager, Student Experience) is working on this. The Food Bags are ready to go. The process will be to open the locker with a combination given to the recipient and to collect the food.

Motion

It was moved by R. Morstad to move in camera with staff at 12:12p.m.

Motion carried

Motion

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It was moved by R. Morstad to move out of camera with staff at 12:20p.m.

Motion carried

9.0 Questions/Adjournment

R. Morstad

2 Min

R. Morstad adjourned the meeting at 12:21p.m.