



SAITSA Board of Directors

Meeting – 3 December 2018 – 6:00 PM
Burns Penthouse – Burns Building – 12th Floor

Present:

Ryan Morstad	BOD Chair	Voting Member
Bekah Callaghan	BOD Vice Chair	Voting Member
Alex Sutherland	Director	Voting Member
Ben Goud	Director	Voting Member
Chloe Fleury	Director	Voting Member
Elaina Chaput	Director	Voting Member
Paramvir Gill	Director	Voting Member
Lief Garrett	Director	Voting Member
Matthew Busby	Director	Voting Member
Zain Bukhari	Director	Voting Member
Alysson Torres-Gillett	President	Voting Member
Garrett Koehler	Vice President External	Voting Member
Tanya Pittis	Vice President Academic	Voting Member
Jessica Beddow	Vice President Student Life	Voting Member
Joy Bowen-Eyre	Neutral Facilitator	Non-Voting
Ninar Chaachouh	Board of Governors Student Representative	Non-Voting
Marc Stromme	SAITSA Executive Director	Non-Voting
Rachel Paris	SAITSA Manager, Governance & Advocacy	Non-Voting
Rio Valencerina	SAITSA Coordinator, Governance	Non-Voting

Regrets:

Kaylee Taylor	Director	Voting Member
Tola Jimoh	Director	Voting Member

Guests:

Courtney Garlough	SAIT Alumni & Development	Guest
Timothy Holowachuk	Student-at-Large	Guest

Agenda Item

- 1.0 **Call to Order:**
J. Bowen-Eyre called the meeting to order at 6:03 PM.
- 2.0 **Acknowledgement of Traditional Indigenous Territories:**
Z. Bukhari gave the Acknowledgement of Traditional Indigenous Territories.
- 3.0 **Conflict of Interest Check:**
J. Bowen-Eyre reminded the Board of Directors about conflicts of Interest.

- 4.0 Approval of the Agenda:**
A. Torres-Gillet requested to amend the agenda to add “Board Volunteer Opportunities” as 12.3.

Motion:

Move to approve the Agenda as amended.

**B. Goud/ L. Garrett
Carried**

- 5.0 Adoption of Minutes:**
5.1 Regular Meeting of the Board from November 5, 2018

Motion:

Move to approve the Regular Meeting Minutes of the Board from November 5, 2018.

**E. Chaput/J. Beddow
Carried**

5.2 Special Meeting of the Board from November 16, 2018

Primary amendment: Meeting went in-Camera at 6:12 PM.

Motion:

Move to approve the Special Meeting Minutes as amended of the Board from November 16, 2018

**L. Garrett/A. Sutherland
Carried**

6.0 SAIT Awards & Alumni Presentation

C. Garlough provided information on SAIT’s Student Awards’ application process and deadlines. SAIT offers Award Application Labs throughout the year to support students in their application process. C. Garlough reminded the Board that applications for the 1st semester are due by December 14th, and the deadline for the 2nd semester is April 30th.

7.0 Exploring Governance – Confidentially Confidential

As part of the Board’s ongoing efforts to learn and develop as Board members, J. Bowen-Eyre explained what confidentiality is, when information is considered confidential, and possible consequences of violating confidentiality.

8.0 Individual Reports:

- 8.1 President:** Report as submitted.
- 8.2 Vice President Academic:** Report as submitted
- 8.3 Vice President External:** Report as submitted.
- 8.4 Vice President Student Life:** Report as submitted.
- 8.5 Board of Governors Student Representative:** Report as submitted.

9.0 Committee Reports:

9.1 Finance Committee

- A. Torres-Gillet reported committee will be meeting on Dec 5.

9.2 Governance Committee

R. Morstad reported that the Terms of Reference for Governance committee were approved by the committee.

Action Item: R. Morstad to email members of the Board inviting them to apply to the vacant position on the Governance Committee.

Motion: Move to approve the Governance Committee Terms of Reference as presented.

**R. Morstad/G. Koehler
Motion Carried**

9.3 Nominations Committee

B. Callaghan reported that Nominations Committee Terms of Reference are in development and will be brought to the Board's January meeting for review and approval.

9.4 Student Expansion Advisory Committee

M. Stromme reported that he had reviewed the Terms of Reference for the committee and will be making recommendations at the January Board meeting regarding the committee.

Action Items:

9.5 Report on how Bill 19 may impact tuition (domestic & international), apprentices, and Student Associations/Unions.

G. Koehler reported on how Bill 19 and the impacts it will have on Alberta students and post-secondary institutions and student unions/associations.

10.0 Business Items:

10.1 Health & Dental Plan Contract

M. Stromme updated the Board on the status of the Health & Dental Plan contract.

Motion: Move that the Board of Directors directs the Executive Director to proceed with a Request for Proposals for SAITSA's Health & Dental Contract, and to report back to the board for final decision on contract approval.

**L. Garrett/M. Busby
Motion Carried**

RECESS

The board took a recess from 7:46-8:05 PM.

11.0 Information/Discussion:

11.1 Provincial & Federal Lobbying Update

G. Koehler provided ASEC & CASA lobby documents for the Board to review, and provided an update on SAITSA's lobbying activities through ASEC and CASA. SAITSA has requested an action plan be developed by the CASA 2019 AGM to explain how polytechnic schools and colleges will be better represented at CASA.

11.2 Upcoming SAITSA Events

R. Paris outlined upcoming SAITSA Events and activities.

11.3 Board Volunteer Opportunities

A. Torres-Gillett gauged the Board's interest on volunteering their time for community-based initiatives.

11.4 ED Probationary Period Update

M. Stromme provided an update on his activities, progress, and goals he has developed during his first 8 weeks as Executive Director of SAITSA.

11.5 ED Report

M. Stromme reported to the Board.

Motion: Move to go in-camera without R. Paris, R. Valencerina, N. Chaachouh and guests excused.

- N. Chaachouh, R. Paris and R. Valencerina were excused from the meeting the meeting at 9:00pm.

**G. Koehler/Z. Bukhari
Motion Carried**

11.6 In-Camera

- M. Stromme was excused at 9:09 PM.
- E. Chaput was excused at 9:41 PM.
- J. Bowen-Eyre left the meeting at 9:48 PM.

Motion:

Motion to move Out of Camera at 10:15 PM.

**G. Koehler/Z. Bukhari
Motion Carried**

12.0 Questions/Adjournment:

Motion:

To adjourn the meeting at 10:16 PM.

**G. Koehler/M. Busby
Motion Carried**