



SAITSA Board of Directors

Meeting Minutes – Monday November 5, 2018, 6PM
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
Tola Jimoh	Director	Voting Member
Kaylee Taylor	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
Adam Boechler	SAITSA Specialist, External Relations	Non-Voting

Guests:

Jim Gray	Career Advisor, SAIT Student Employment and Career Centre
Tim Holowachuk	Student at Large
Sean Feagan	News Editor: The Weal
Daniel Caine	SAIT Alumni

Agenda Item

- 1.0 **Call to Order:**
J. Bowen-Eyre called the meeting to order at 6:12 PM.
- 2.0 **Acknowledgement of Traditional Indigenous Territories:**
P. Gill gave the Acknowledgement of Traditional Indigenous Territories.
- 3.0 **Board Meeting Etiquette & Culture:**
R. Morstad introduced the expectations around etiquette and culture for the Board of Directors.

4.0 Conflict of Interest Check:
J. Bowen-Eyre reminded the Board of Directors about conflicts of interest.

5.0 Approval of the Agenda:
G. Koehler asks to strike item 12.2 Calgary Olympic Bid Plebiscite.

Motion:
Move to approve the Agenda as amended.

**E. Chaput / L. Garrett
Carried**

6.0 Adoption of Minutes:
6.1 Regular Meeting of the Board from October 15, 2018.

Motion:
Move to approve the Regular Meeting Minutes of the Board from October 15, 2018.

**J. Beddow / L/ Garrett
Carried**

7.0 Guest Speaker Presentation:
7.1 SAIT Learner Services – Co-Curricular Records.

J. Gray presented on Co-Curricular Records at SAIT. J. Gray encouraged the Board to setup a “mycareerhub” account to begin the CCR application process, SAITSA Board experience and clubs are eligible. J. Gray also stated that students can suggest an activity for CCR recognition to Learner Services.

8.0 Individual Reports:
8.1 President: Report as submitted.

Motion:
Move to change the name of the Operational Steering Committee to the Executive Director Review Committee.

**A. Torres-Gillett / L. Garrett
Carried**

8.2 Vice President Academic: Report as submitted.

8.3 Vice President External: Report as submitted.

* Action item: VP External to report back to the Board on details within Bill 19 at next BOD regular meeting. Report to include how the proposed changes may impact tuition (domestic & international), apprentices, and Student Associations/Unions.

8.4 Vice President Student Life: Report as submitted. In addition, the CAB has scheduled the Student Leadership Conference and it will occur January 26, 2019.

8.5 Board of Governors Student Representative: N. Chaachouh reported that the Strategic Planning Committee meeting was November 7, 2018. Looking forward, the next BOG Governance Committee meeting is November 27, 2018 and the next Board of Governors meeting is November 28, 2018 followed by the constituent’s dinner.

9.0 Committee Reports:
9.1 Finance Committee:

A. Torres-Gillett reported that the committee has yet to meet. The next meeting is likely to occur in December.

9.2 Governance Committee:

R. Morstad announces that L. Garrett was elected Vice Chair of the committee. The committee will be reviewing the Governance Road Map developed by WATSON Advisors to determine action steps for the year, first steps are to revise the committees Terms of Reference and develop and review a Board orientation evaluation. R. Morstad reported that from now on he will be using saitsa.bod.chair@edu.sait.ca as the main email to communicate with the Board.

9.3 Nominations Committee:

B. Callaghan reports that the Nominations Committee met last week and that M. Busby was elected the Vice Chair. As this is a new committee, the first order of business is to develop a Terms of Reference.

9.4 Student Space Expansion and Awareness Committee:

M. Stromme reported that the committee has not yet met.

10.0 Action Items:

10.1 Email Chair & President for Committee Selection:

R. Morstad reported that this action item has been completed.

10.2 President's consult with SAIT's Smoking Committee:

A. Torres-Gillett reports that she had emailed the chair of the committee. She conveyed that she was hoping that the committee would be able to meet and get up and running in the future. A. Torres-Gillett indicated in her email that the committee should meet again to review the implementation of smoking areas on campus.

10.3 Email President Regarding Operational Committee:

A. Torres-Gillett reported that the committee will now be known as the Executive Director Review Committee. There is a vacancy within this committee due to the change in objective, interested Board members should email the President expressing their interest.

11.0 Business Items:

11.1 Finance Committee Member Ratification:

Motion:

Move to ratify R. Morstad, Z. Bukhari, K. Taylor, B. Goud, E. Chaput & J. Samuel to the Finance Committee.

**A. Torres-Gillett / B. Goud
Carried**

11.2 Governance Committee Member Ratification:

Motion:

Move to ratify L. Garrett, T. Pittis, C. Fleury, A. Torres-Gillett, & A. Sutherland to the Governance Committee.

**R. Morstad / K. Taylor
Carried**

11.3 Nominations Committee Member Ratification:

Motion:

Move to ratify G. Koehler, P. Gill, J. Beddow, T. Jimoh & M. Busby to the Nominations Committee.

**B. Callaghan / M. Busby
Carried**

11.4 Closure of SAITSA's RBC Bank Account:

Motion:

Move to close SAITSA's RBC Bank Account and transfer the remaining funds to the ATB Savings Account.

**A. Torres-Gillett / L. Garrett
Carried**

12.0 Information/Discussion:

12.1 Upcoming SAITSA Events:

R. Paris introduced the upcoming SAITSA Events to the Board, free Naloxone training was emphasized as an opportunity for the Board and all students.

12.2 Executive Director Report:

M. Stromme reported that the majority of his report will occur In-Camera. M. Stromme indicated that there will be a staff information session scheduled with the architects of SAITSA HQ. The Board indicated they would also like to attend.

12.3 SAITSA's Audit:

Motion:

Move to go In-Camera at 7:41 PM.

**A. Torres-Gillett / L. Garrett
Carried**

- N. Chaachouh and other guests leave the meeting.
- A. Boechler and R. Paris were excused from the meeting.
- M. Stromme and J. Bowen-Eyre were excused at 7:58 PM.

12.4 In-Camera Session:

Motion:

Move to go Out of Camera.

**B. Goud / E. Chaput
Carried**

Questions/Adjournment:

Motion:

Move to adjourn at 8:17 PM.

**T. Pittis / M. Busby
Carried**