

Meeting – June 1, 2020 at 6:00 p.m.

Microsoft Teams Meeting

Present:

Alex Sutherland	BOD Chair	Voting Member
Jesse Wicks	BOD Vice Chair	Voting Member
Richard Hoang	Director	Voting Member
Tim Holowachuk	Director	Voting Member
Shawna LeBlanc	Director	Voting Member
Candy Loo Tong	Director	Voting Member
Charlson Reyes	Director	Voting Member
Yatendra Solanki	Director	Voting Member
Ryan Morstad	Saitsa President	Voting Member
Liam Hunter	Vice President External	Voting Member
Jasmin K. Bhatti	Vice President Academic	Voting Member
Jessi Leippi	Vice President Student Life	Voting Member
Joy Bowen-Eyre	Neutral Facilitator	Non-Voting
Rigel Raju	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:

Avneet Brar-Sran	Director	Voting Member
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Guests:

Hamzah Habib	SAIT Student
Kelly Jeed Sawadan	SAIT Student; Board of Directors Nominee
Fatima Bilal	SAIT Student; Board of Directors Nominee
Jasfer Mar Nerio	SAIT Student; Board of Directors Nominee
Macleam Jarvis	SAIT Student; Board of Directors Nominee
Terence W. Caravan	SAIT Student; Board of Directors Nominee

Agenda Item

1.0 Call to Order:

A. Sutherland called the meeting to order at 6:05 p.m.

2.0 Acknowledgement of Traditional Indigenous Territories:

J. Leippi gave the Acknowledgement of Traditional Indigenous Territories.

3.0 Executive Council Swearing-In

A. Sutherland administered the Oath of Office for R. Morstad, J. Bhatti, L. Hunter, and J. Leippi, who began their terms in office on May 15, 2020.



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4.0 Conflict of Interest Check:

A. Sutherland reminded the Board to declare any real or perceived conflicts of interest.

5.0 Approval of the Agenda:

Motion:

To approve the agenda.

**J. Bhatti/S. LeBlanc
Motion Carries**

The motion was approved by unanimous consent.

6.0 Adoption of Minutes:

6.1 Regular Meeting of the Board from May 4, 2020.

Motion:

To approve the minutes of the Regular Meeting of the Board from May 4, 2020.

**J. Leippi/L. Hunter
12-0-1
Motion Carries**

7.0 Saitsa Board of Directors Appointment Process

J. Wicks introduced the appointment process to fill vacancies on the Board of Directors. Three vacancies will be filled by this process. Individuals will have 2 minutes to present to the Board; nominees will have 15 minutes total to respond to questions from the Board. The following individuals were nominated to fill the vacancies, and presented in the following order:

- Fatima Bilal
- Terence W. Caravan
- Maclean Jarvis
- Stacie Krause
- Jasfer Mar Nerio
- Kelly Jeed Sawadan

J. Wicks presented on behalf of S. Krause. S. Krause sent an email explaining what experience she believed to be most relevant for the position.

Motion:

To move In-Camera without guests, and with R. Raju.

**J. Wicks/A. Sutherland
Motion Carries**

The motion was approved by unanimous consent.

The meeting moved In-Camera at 6:55 p.m.

Motion:

To move Ex-Camera.

J. Wicks/T. Holowachuk



Motion Carries

The motion was approved by unanimous consent.

The meeting moved Ex-Camera at time 7:13 p.m.

Motion:

To break for recess until 7:30 p.m.

**R. Morstad/J. Wicks
Motion Carries**

The meeting adjourned for a recess at 7:14 p.m.

The meeting reconvened at 7:30 p.m.

Voting was done using online, ranked ballots. The following individuals were elected to fill the vacancies on the Board of Directors:

- Kelly Jeed Sawadan
- Maclean Jarvis
- Fatima Bilal

8.0 Individual Reports:

8.1 President

Report as submitted. R. Morstad highlighted:

- Fall Reading Week report presented to SAIT Administration
- Joint Executive Meeting discussing Saitsa HQ, online delivery standards, transition of online student supports
- Environmental scans and research

T. Holowachuk asked if there is a solution for tracking hours. R. Morstad responded that a tracking sheet has been developed, the EC Expectations document has been drafted, and a Discord server has been made to help the EC keep each other accountable. Saitsa staff have developed additional tools to track Executive time.

T. Holowachuk asked if there has been any news of SAIT approving a deficit budget. R. Morstad stated that SAIT has requested the government allow a deficit budget, but no response has been received.

8.2 Vice President Academic

Report as submitted. J. Bhatti highlighted:

- EC Transition and Onboarding
- Consultation for a student appeal
- Participated in finance committee meeting

Question was posed around what research is being conducted to understand international student support demands and requirements. J. Bhatti responded that an environmental scan has been started to determine what other institutions and student associations are doing.



8.3 Vice President External

Report as submitted. L. Hunter highlighted:

- Meeting with the Minister of Advanced Education, and participating in an Opposition Town Hall
- EC Transition and Onboarding, and Joint Executive Meetings
- Environmental scans on Tuition Affordability and COVID-19 Programming
- Participated in CASA Foundations

L. Hunter was asked if it was true that Garrett Koehler, Saitsa's former VP External, will be retaining his positions in ASEC and CASA. L. Hunter clarified that G. Koehler will be replaced upon the election of new members to these positions with ASEC and CASA.

L. Hunter was asked if he will pursue Saitsa's membership in the Calgary Alliance for the Common Good. L. Hunter responded that it is ultimately the Board's decision, but has been looking into comparable organizations.

8.4 Vice President Student Life

Report as submitted.

J. Leippi left the meeting at 7:45 p.m.

9.0 Committee Reports:

9.1 Finance Committee

9.1.1 Saitsa Budget 2020/2021

R. Morstad introduced the Saitsa Budget process for the 2020/2021 academic year. The budget is to be approved by the Board.

9.2 Governance Committee

9.2.1 BOD Election Dates

A. Sutherland reported that the Committee's interpretation of the Bylaws determined that the President is to have input into development of the budget but does not have control over the process.

A. Sutherland informed the Board of elections dates for the 2020 Board of Directors election.

R. Paris presented the following dates for the Board of Directors election:

- First Nomination period closes: Sept. 22, 2020
- Second Nomination Period closes: Sept. 29, 2020
- Meet & Greet: October 6, 2020
- Voting Opens: October 7, 2020
- Voting Closes: October 8, 2020
- BOD Orientation: October 16 – 18, 2020

9.3 Nominations Committee

J. Wicks reported that the committee read and vetted the applications for the Board of Directors vacancies.



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Motion:

To elect Maclean Jarvis, Fatima Bilal, and Kelly Jeed Sawadan as Directors of the Saitsa Board of Directors, for a term ending upon their election of their successor.

J. Wicks/R. Morstad
Motion Carries

The motion was approved by unanimous consent.

10.0 Business Items:

10.1 Saitsa Membership Fee

Motion:

WHEREAS The COVID-19 Pandemic has resulted in significant financial hardships for SAIT Students; and

WHEREAS In mid-May 2020 StatCan released survey statistics showing the significant impact that the Covid-19 Pandemic has had on Post-Secondary Students;

BE IT RESOLVED Saitsa implements a temporary waiver of the Saitsa Building Fee for the Fall 2020 Term, to be reinstated in the Winter 2021 Term.

R. Morstad/L. Hunter
Motion Carries

The motion was approved by unanimous consent.

R. Morstad was asked how Saitsa would present this information to students. R. Morstad stated that this would be an almost 42% reduction to Saitsa dues, not including Health & Dental fees. A. Sutherland followed-up, asking how it may be communicated when the fee is reinstated.

R. Morstad was asked how Saitsa's membership fees compare to other schools. R. Paris stated that Saitsa's fees are generally higher than other schools in Canada.

10.2 Saitsa Budgeting Process Overview

M. Stromme provided an overview of the 2020 – 2021 budgeting process.

Motion:

To move In-Camera with R. Raju and staff, and without guests.

A. Sutherland/R. Hoang
Motion Carries

The motion was approved by unanimous consent.

The meeting moved In-camera at 8:47 p.m.

10.3 Saitsa Budget Approval 2020 - 2021



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Motion:

To move Ex-Camera.

**R. Morstad/A. Sutherland
Motion Carries**

The motion was approved by unanimous consent.

The meeting moved Ex-camera at 9:42 p.m.

Motion:

WHEREAS COVID-19 and the resulting campus closure has presented significant impacts to Saitsa's revenue generating operations that will continue through the next budget year;

WHEREAS impacts from COVID-19 have delayed the institutions' process to be able to provide Saitsa with a projection of student enrollment for the 2020 – 2021 academic year;

WHEREAS approving a budget without an accurate projection of student enrollment would place Saitsa at financial risk;

WHEREAS Saitsa Bylaw 17.5 provides the organization the authority to operate beyond June 30th, 2020 in a manner consistent with the most recent annual budget;

WHEREAS Saitsa has not yet received confirmation of eligibility or qualification for the Canada Emergency Wage Subsidy (CEWS);

BE IT RESOLVED that the approval of the 2020 – 2021 budget be postponed to the following meeting of the Board of Directors on July 6, 2020;

AND BE IT FURTHER RESOLVED the Board tasks the Executive Director to present a budget with a deficit of \$60,000 or less at the same July Board of Directors meeting.

**R. Morstad/T. Holowachuk
Motion Carries**

The motion was approved by unanimous consent.

Motion:

To move In-Camera with staff and J. Bowen-Eyre.

**A. Sutherland/J. Wicks
Motion Carries**

The motion was approved by unanimous consent.

The meeting moved in-camera at 9:47 p.m.

R. Hoang left the meeting at 9:50 p.m.



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R. Paris, R. Valencerina, were excused from the meeting at 9:55 p.m.

11.0 Information/Discussion:

11.1 Executive Director Review

R. Morstad introduced the Executive Director Review process.

11.2 ED Report

M. Stromme presented his report to the Board.

R. Morstad, J. Bhatti, and L. Hunter, were excused from the meeting at 10:17 p.m.

12.0 Questions/Adjournment:

Motion:

To move Ex-Camera.

**T. Holowachuk/J. Wicks
Motion Carries**

The meeting moved ex-camera at 10:28 p.m.

Motion:

To adjourn the meeting.

**J. Wicks/C. Reyes
Motion Carries**

The meeting adjourned at 10:29 p.m.