

Saitsa Board of Directors Meeting Minutes

October 7th, 2019

Begin Tower Boardroom - 6:00 p.m.



Present:

Alex Sutherland	BOD Chair	Voting Member
Matthew Busby	Director	Voting Member
Delmoy Daley	Director	Voting Member
Zain Bukhari	Director	Voting Member
Tim Holowachuk	Director	Voting Member
Tola Jimoh	Director	Voting Member
Kaylee Taylor	Director	Voting Member
Yatendra Solanki	Director	Voting Member
Ryan Morstad	President	Voting Member
Garrett Koehler	Vice President External	Voting Member
Tanya Pittis	Vice President Academic	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

Regrets:

Jess Beddow	Vice President Student Life	Voting Member
Ben Goud	Director	Voting Member
Rio Valencerina	Saitsa Coordinator, Governance	Non-Voting

Guests:

Tristan Ryan	Incoming BOD Member	Guest
Jessica Dezall	Student	Guest
Angela Walgren	Saitsa Coordinator, Administration	Guest

1.0 Call to Order

A. Sutherland called meeting to order at 6:01pm

2.0 Acknowledgement of Traditional Indigenous Territories

Y. Solanki gave the Acknowledgement of Traditional Indigenous Territories.

3.0 Conflict of Interest Check

A. Sutherland reviewed conflict of interest.

4.0 Approval of Agenda

The following amendments were proposed:

- Strike 8.1 Executive Council Human Resources item
- Add item 9.2 VP External Legacy Goals Work Plan Update

Saitsa Board of Directors Meeting Minutes

October 7th, 2019

Begin Tower Boardroom - 6:00 p.m.



Motion

Move to strike 8.2 Ad-Hoc Advocacy Committee discussion item from the agenda

A.Sutherland/T. Holowachuk

Motion Failed

2-6-3

Motion

Move to approve the amended agenda.

A.Sutherland/K. Taylor

Motion Carried

11-0-1

5.0 Adoption of Minutes

Motion

Move to adopt the minutes from the Regular Meeting of the Board, September 9th, 2019.

A.Sutherland/R. Morstad

Motion Carried

11-0-1

6.0 Individual Reports

6.1 President – R. Morstad

Report as submitted. The Fall Reading Week proposal document has been submitted to the appropriate parties, including Dean's Council. R. Morstad is currently working on a potential partnership with United Way to provide more opportunities to Saitsa's volunteers. R. Morstad presented his progress updates for his 2019-2020 Executive Council goals.

6.2 VP Academic – T. Pittis

Report as submitted. T. Pittis and R. Morstad conducted a phone call meeting with different Ombudsman representatives. The Return on Investment for satellite campuses survey is in progress and is almost ready to distribute. The Tips for Academic Success campaign is going well. T. Pittis is waiting to hear from SAIT instructors regarding a Saitsa Mobile Kiosk.

6.3 VP External – G. Koehler

Report as submitted.

Motion

Move in-camera with the BOD and Saitsa staff.

G. Koehler/ A.Sutherland

Motion Carried

12-0-0

Meeting moved in-camera at 6:28 p.m.

Motion

Move out of camera.

K. Taylor/ A. Sutherland

Motion Carried

12-0-0

Saitsa Board of Directors Meeting Minutes

October 7th, 2019

Begin Tower Boardroom - 6:00 p.m.



Meeting moved out-of-camera at 6:43 p.m.

6.4 VP Student Life – J. Beddow
Report not submitted. J. Beddow is away.

7.0 Committee Reports

7.1 Finance Committee – K. Taylor
K. Taylor reported that the Finance Committee has not met since their May meeting.

7.2 Governance Committee – R. Morstad
R. Morstad reported that the Governance Committee had not met during the summer. The current members of this committee consist of T. Pittis, R. Morstad and A. Sutherland.

7.3 Nominations Committee – M. Busby
M. Busby reported that the Nominations Committee have not met this academic term.

7.4 Ad-Hoc Advocacy Committee – G. Koehler
G. Koehler reported that the Advocacy Committee have met. At the last Advocacy Committee meeting they discussed their external advocacy priorities. The committees internal and external goals are being presenting in agenda item 8.2.

8.0 Business Items

8.1 Capital Asset Request – M. Stromme
M. Stromme informed the BOD that many Saitsa staff require new computers; new computers are required as most computers are using an outdated operating system that will no longer be supported by Windows as of January 2020.

Motion

Move to approve the capital asset request from the Executive Director for new staff computers up to a maximum of \$28,0000.

A.Sutherland/K. Taylor
11-0-1
Motion Carried

Motion

Move to recess.

R. Morstad/T. Holowachuk
Motion Carried

Recess at 6:53 p.m.

Motion

Move to call the meeting back to order.

A.Sutherland/T. Holowachuk
Motion Carried

Meeting resumed at 7:08 p.m.

Saitsa Board of Directors Meeting Minutes

October 7th, 2019

Begin Tower Boardroom - 6:00 p.m.



8.2 Ad-Hoc Advocacy Committee Goals and Discussion – G. Koehler

G. Koehler presented the goals of the Advocacy Committee for the 2019-2020 academic year, as well as the VP External Legacy Goals. The BOD discussed aspects of G. Koehler's goals/motions regarding approval for his goals and priorities. The BOD would like the Advocacy Committee to adjust the TOR's, so the goals are more geared towards the Vice President External role. The Ad-Hoc Advocacy Committee was created to collect and enact student feedback regarding advocacy-related needs. The committee is not being used to its fullest extent.

Motion

Move that Open Educational Resources, Saitsa HQ, Transparency of Institutional Funding, Sexual Violence Policy and Procedures be adopted by the Saitsa Board of Directors as accepted 2019-2020 Vice President External Advocacy Initiatives

G. Koehler/T. Holowachuk

7-2-2

Motion Carried

Motion

Move for a Saitsa-specific lobby document to be an additional VP External goal for the 2019-2020 academic year.

G. Koehler/K. Taylor

5-4-2

Motion Carried

Motion

Move to dissolve the Saitsa Ad-Hoc Advocacy Committee.

G. Koehler/ T. Pittis

11-0-0

Motion Carried

9.0 Discussion and Information Items

9.1 Awards Update – R. Paris

An amendment to the Saitsa Athena Award was passed by the Executive Council. The BOD needs to ratify this change that was passed by the EC. The change to be ratified included an adjustment to ensure all members of the SAIT community can nominate an instructor for the Athena award, not just SAIT students.

Motion

Moved to ratify the amendment to the Athena Award as discussed.

K. Taylor/R. Morstad

11-0-0

Motion carried

9.2 Vice President External Legacy Goals Work Plan Update – G. Koehler

As per a motion from the previous BOD meeting, G. Koehler revised his Work Plan to highlight what the BOD would like him to focus on. G. Koehler presented his 8 goals for the Executive Council 2019-2020 Work Plan with his reported progress.

Saitsa Board of Directors Meeting Minutes

October 7th, 2019

Begin Tower Boardroom - 6:00 p.m.



9.3 Chair and Vice-Chair Procedures – R. Paris

R. Paris acknowledged the new members/roles within the BOD. R. Morstad took role of Saitsa President, due to that role change B. Callaghan took the role of BOD Chair. As B. Callaghan is now an employee of Saitsa (Volunteer Coordinator), A. Sutherland (as Vice Chair) took over the role of BOD Chair.

9.4 ED Report - M. Stromme

M. Stromme presented Saitsa's most recent financials. On December 2nd M. Stromme will present the completed 2018-2019 financial statements. M. Stromme indicated that August's statement will not include the recently closed bank account information.

9.5 In-Camera

Motion

Move to go in-camera without A. Walgren, R. Paris and guests.

**K. Taylor/Z. Bukhari
Motion Carried**

Meeting went in-camera at 8:32 p.m.

Motion

Move out of camera.

**G. Koehler/A.Sutherland
Motion Carried**

Meeting came out of camera at 9:04 p.m.

Motion

Move in camera without staff.

**T. Holowachuk/K. Taylor
Motion carried**

Meeting moved in-camera at 9:05 p.m.

Motion

to move out of camera.

**T. Holowachuk/ Z. Bukhari
Motion carried**

Meeting moved out-of-camera at 9:19 p.m.

9.6 Acknowledgement of service

The Board Chair officially thanked all board members for their hard work and duty to Saitsa for the 2018-2019 term, Additionally the EC would like to thank all the directors for their service.

10.0 Adjournment

Motion

Move to adjourn the meeting.

**M.Busby/K. Taylor
Motioned carried**

Saitsa Board of Directors Meeting Minutes

October 7th, 2019

Begin Tower Boardroom - 6:00 p.m.



Meeting adjourned at 9:22 p.m.

A. Sutherland – BOD Chair

Date: