

# Saitsa Board of Directors Meeting Minutes

March 1<sup>st</sup>, 2021 at 6:00 p.m.  
Microsoft Teams



## Present:

Tim Holowachuk	Board of Directors Chair	Voting Member
Dawson Thomas	Board of Directors Vice Chair	Voting Member
Fatima Bilal	Director	Voting Member
Arek Gellatly	Director	Voting Member
Macleon Jarvis	Director	Voting Member
Tola Jimoh	Director	Voting Member
Jenifer Nguyen	Director	Voting Member
Krystal Nguyen	Director	Voting Member
Scott Pleavin	Director	Voting Member
Kelly Jeed Sawadan	Director	Voting Member
Ryan Morstad	Saitsa President	Voting Member
Liam Hunter	Vice President External	Voting Member
Jasmin Bhatti	Vice President Academic	Voting Member
Jessi Leippi	Vice President Student Life	Voting Member
Joy Bowen-Eyre	Neutral Facilitator	Non-Voting
Marc Stromme	Saitsa Executive Director	Non-Voting
Rachel Paris	Saitsa Manager, Governance & Advocacy	Non-Voting
Rio Valencerina	Saitsa Coordinator, Governance	Non-Voting
Angela Walgren	Saitsa Coordinator, Administration	Non-Voting

	<b>Agenda Item</b>	<b>Accountability</b>	<b>Time</b>
<b>1.0</b>	<p><b>Call to Order</b></p> <p><i>T. Holowachuk called the meeting to order at 6:01p.m.</i></p>	T. Holowachuk	2 Min
<b>2.0</b>	<p><b>Acknowledgement of Traditional Indigenous Territories</b></p> <p>M. Jarvis gave the Acknowledgement of Traditional Indigenous Territories.</p>	M. Jarvis	2 Min
<b>3.0</b>	<p><b>Conflict of Interest Check</b></p> <p>T. Holowachuk reminded the Board of the definition of Conflict of Interest, and to declare any real or perceived conflict of interest. A Conflict of Interest is a situation in which a Member has a Private Interest which conflicts or competes with or could conflict or compete with the interests of Saitsa.</p>	T. Holowachuk	2 Min
<b>4.0</b>	<p><b>Approval of Agenda</b></p> <p><b>Motion:</b> To approve the agenda as presented.</p> <p style="text-align: right;"><b>K. Sawadan/F. Bilal</b> <b>Motion carries</b></p> <p><i>The agenda was approved by general consent.</i></p>	T. Holowachuk	2 Min

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- 5.0 Adoption of Minutes** T. Holowachuk 2 Min  
**5.1 Special Meeting of the Board of Directors from January 18<sup>th</sup>, 2021**

**Motion:**

To approve the Special Meeting of the Board of Directors from January 18<sup>th</sup>, 2021 meeting minutes.

**R. Morstad/ L. Hunter**  
**Motion carries**

*The special meeting minutes from January 18<sup>th</sup>, 2021 were approved by general consent.*

- 5.2 Special Meeting of the Board of Directors from January 25<sup>th</sup>, 2021**

**Motion:**

To approve the Special Meeting of the Board of Directors from January 25<sup>th</sup>, 2021 meeting minutes.

**L. Hunter/M. Jarvis**  
**Motion carries**

*The special meeting minutes from January 25<sup>th</sup>, 2021 were approved by general consent.*

- 5.3 Regular Meeting of the Board of Directors from February 1<sup>st</sup>, 2021**

R. Paris implemented the edits suggested by the Board.

**Motion:**

To approve the regular meeting of the board of directors from February 1<sup>st</sup> meeting minutes as amended.

**F. Bilal/K. Sawadan**  
**Motion carries**

*The regular meeting minutes from February 1<sup>st</sup> were approved as amended by general consent.*

- 6.0 Individual Reports (maximum of 2 minutes each)**

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

R. Morstad is working on the Advanced Education Tuition Consultation sessions. The Video Game Co-op was launched. R. Morstad participated in the AGM. Reading Week took place, R. Morstad had time off during that week. The Fall Reading Week had a meeting today, they were suggesting is a phased approach with rolling out the fall reading week.

R. Morstad was asked when the Snake Pit program will be active. The Snake Pit application deadline is March 5<sup>th</sup>; the applicants will present on March 12<sup>th</sup>.

R. Morstad was asked if he knew a rough timeline as to when SAIT will move away from final exams. R. Morstad does not have a concrete answer; the conversations around this

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topic are happening. The discussion of authentic assessments of students rather than intense testing is commencing.

R. Morstad was asked if he could expand on the Advanced Education Tuition Consultation Session regarding the letter models (A, B, C, and D). R. Morstad had a 3-hour session with Minister of Advanced Education and the department to discuss the proposed tuition models. R. Morstad explained the different models proposed (A, B, C, and D).

R. Morstad was asked if he had talked to SAIT faculty about how the budget would impact SAIT. R. Morstad talked with some faculty members in passing but has not had significant conversations.

R. Morstad was asked when does a decision need to be made regarding the Advanced Education Tuition proposals. R. Morstad informed the Board that we do not get to decide, we get to provide feedback. R. Morstad's feedback is that option B is the worst of the options, option A is also not ideal, C is the best of the worst. Other student associations in attendance had the similar feedback.

R. Morstad was asked if he connected with Dr. Ross to see how their consultations were with the Minister of Advanced Education and the Ministry regarding these proposed tuition deregulations. Dr. Ross is extremely well connected with the Alberta Government; he meets with the Chief of Staff once every two weeks. Most of consultation sessions are with CAPOA (SAIT is a part of this group). R. Morstad is meeting with Dr. Ross on Thursday to discuss Saitsa's governance changes.

## **6.2 VP Academic** Report as submitted.

**J. Bhatti**

**2 Min**

This week is OER week, J. Bhatti is working on raising awareness regarding OERs. The Academic Integrity sub-committee is discussing Academic Integrity week; J. Bhatti advises the Board if they think of anything that they want included in Academic Integrity week to please reach out to her.

J. Bhatti was asked when the recommendations for Academic Integrity week are due. J. Bhatti informed them by March 19<sup>th</sup>, 2021.

J. Bhatti was asked if she received feedback from Advanced Minister of Education support in OER week. J. Bhatti said that the Minister is interested in creating a video to state their support.

J. Bhatti was asked about her monthly one-on-one meetings with B. Donaldson; she was asked about the partnership for supporting international students with NAIT that is in the works. J. Bhatti stated what was in her report is all she knows.

*S. Pleavin joined the meeting at 6:25p.m.*

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**6.3 VP External** **L. Hunter** **2 Min**  
Report as submitted.

L. Hunter attended a Close the Gaps campaign meeting last night. The Close the Gaps campaign is a holistic campaign for all issue's students are facing during this pandemic. This campaign is trying to close the gap between everyone and their education; financial, mental health related, etc. R. Paris and L. Hunter have worked on the advocacy webpage of the Saitsa website; this will be launched soon.

L. Hunter was asked about the UPass working group; they are planning on piloting the MyFair app to host the UPass, the question was asked what if some students do not have a smart phone – will there still be a physical copy of the UPass available. L. Hunter hopes there still would be stickers available to those who need a sticker. The smart phone app will keep wait times down at the Office of the Registrar.

L. Hunter was asked about the CASA Strategic Plan development; what pillars did L. Hunter assist with. L. Hunter assisted with the editing of every single pillar (policy and research, advocacy, membership, and governance relations) except the membership and governance metrics; they have not gotten to that aspect yet.

L. Hunter was asked if there is a plan B in place if the UPass advocacy does not go as planned. L. Hunter said a backup plan would be a decision of the working group. A barrier could be the municipal election (with that going on, this advocacy could potentially be put on the back burner).

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

J. Leippi was asked what projects the Sustainability Committee are working on. The Sustainability Committee are meeting tomorrow to introduce their projects. J. Leippi can email the Board with an update.

J. Leippi was asked about the Sustainability Committee potential art project; would the artwork be student submissions. J. Leippi is hoping another committee member will join her with this initiative. She hopes this becomes an ongoing project that showcases sustainability through art with different awareness days (earth day, water day, etc.).

J. Leippi was asked if she has reached out to AUArts. M. Thususka suggested integrating sponsorship to fund this event and incentivize student artists. J. Leippi has not reached out to AUArts, since the Sustainability Committee has not met yet she wants to make sure this initiative is good with the committee beforehand.

## **7.0 Committee Reports (maximum of 5 minutes each)**

**7.1 Finance Committee** **R. Morstad** **5 Min**

The Finance Committee prepared an Investment Policy Statement to be reviewed and approved by the Saitsa Board of Directors later on this meeting. The Finance Committee reviewed financial statements, the income statement and the balance sheet. R. Morstad asked if any Board members want to attend these meeting, they will reach out to R. Morstad if they do.

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**7.2 Governance Committee** **T. Holowachuk** **5 Min**  
T. Holowachuk informed the Board that the Governance Committee has not met yet. The committee will be meeting lots next month due to the new governance restructuring.

**7.3 Nominations Committee** **D. Thomas** **5 Min**  
D. Thomas informed the Board that the Nominations Committee met on February 25<sup>th</sup>, discussed the Election Oversight Panel candidates and sent their recommendations via email to be voted on by the Board.

## 8.0 Business Items

**8.1 Saitsa Investment Policy Statement** **R. Morstad** **10 Min**  
R. Morstad presented the Investment Policy Statement developed by himself, M. Stromme, and the BMO Advisors. This Investment Policy Statement was reviewed and edited by the Finance Committee.

The Saitsa Investment Policy Statement is a guideline for how Saitsa wants their money invested. The investments made will be reinvested within the fund in which it was earned.

R. Morstad was asked if lowering the risk would be better or worse. R. Morstad stated if you lower risk, you lower return – if you raise risk, you could raise return. The Finance Committee determined that this level of risk is appropriate.

R. Morstad was asked what Saitsa will do with its earned investment. R. Morstad stated there might be opportunity to expand or enhance student space on campus (Saitsa Building Fund). The question was asked what happens if there is no student building from Saitsa. We would then find a creative way to expand existing student space on campus. *T. Holowachuk suggested deleting the SAIT space on the purpose statement on the investment policy statement.*

### **Motion:**

To approve the Saitsa Investment Policy Statement as amended.

**R. Morstad/K. Sawadan**  
**14 – 0 – 0**  
**Motion carries**

**8.2 Societies Act Incorporation** **M. Stromme** **10 Min**  
Recommendation 6.72 from the Governance Consultants is for Saitsa to stop filing under the Alberta Societies Act. M. Stromme is suggesting the Board to task M. Stromme to seek legal advice regarding the procedure with exiting the Societies Act. The question was asked if the Board wants to leave the Societies Act or stay on.

M. Stromme was asked if he could expand on negatives of being with Societies Act. M. Stromme explained the recommendation for leaving Societies Act is because we're already mandated to exist with PSLA. As of right now we do not have documentation that we are filed under Post-Secondary Learning Act. There is also a lot of regulations you have to follow under the Societies Act.

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M. Stromme was asked if the Societies Act is our organizational backup. The Societies Act requires you have certain bylaws, to amend bylaws in a certain way, to use their file officers, and to file certain items every year. The Societies Act provides more information on what best practice adheres to.

M. Stromme was asked what the cost would be to get a legal opinion on this matter. M. Stromme stated the cost would be around \$1,500.00.

**Action item:** The Board tasked M. Stromme to seek legal counsel in regard to recommendation 6.72, the process of leaving the Societies Act by October 2021.

**8.3 Saitsa Banking** **M. Stromme** **10 Min**

M. Stromme is seeking the approval of Board of Directors to open a bank account and close a bank account.

M. Stromme was asked how this will affect the position of Controller. M. Stromme said this will help them determine what we need for the future. This would make their lives easier in regard to the banking. Currently we have to transfer funds every 8 weeks from one bank account to another to pay bills. Once we move all of these bank accounts over to ATB, we will no longer have to do transfers every 8 weeks.

M. Stromme was asked why Saitsa has so many bank accounts. M. Stromme stated that was before his time; getting these bank accounts in order has been a huge process.

**Motion:**

**Be It Resolved That** the Executive Director be authorized to close the Saitsa Bank of Montreal account XXXX-XXXX-664 and transfer the remaining funds to the Saitsa Alberta Treasury Branches (ATB) savings account.

**BIRFT** The Executive Director be authorized to close the Saitsa Bank of Montreal account XXXX-XXXX-872 and transfer the remaining funds to the Saitsa Alberta Treasury Branches (ATB) savings account.

**BIRFT** The Executive Director be authorized to close the Saitsa Bank of Montreal account XXXX-XXXX-264

**L. Hunter/J. Nguyen**

**14 – 0 – 0**

**Motion carries**

**9.0 Information/Discussion**

**9.1 Upcoming Saitsa Events** **A. Walgren** **5 Min**

A. Walgren reviewed the month of March Saitsa events with the Board. This month is the elections for the new working Saitsa Board of Directors. R. Paris went through the rules and guidelines of the elections with the Board.

**9.2 ED Report** **M. Stromme** **10 Min**

Report as submitted.

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## 9.3 In-Camera

5 Min

### **Motion:**

To move in-camera with M. Stromme, J. Bowen-Eyre, and without staff.

**F. Bilal/J. Nguyen**  
**Motion carries**

*The Board moved in-camera at 7:36p.m.*

*M. Stromme was excused from the meeting at 8:10p.m.*

### **Motion:**

To move ex-camera.

**F. Bilal/K. Sawadan**  
**Motion carries**

*The Board moved ex-camera by general consent at 8:26p.m.*

## 10.0 Questions/Adjournment

T. Holowachuk

2 Min

### **Motion:**

To adjourn the meeting.

**A. Gellatly/J. Leippi**  
**Motion carries**

*The Board moved to adjourn the meeting by general consent at 8:27p.m.*