



Present:

Dawson A Thomas	President	Voting Member
Aaron Ramos	Vice President	Voting Member
Oluwatomisin Aroge	Director	Voting Member
Jayden Baldonado	Director	Voting Member
Karanpreet Singh Gill	Director	Voting Member
Ha Phuong Anh Nguyen	Director	Voting Member
Paul John Martinez	Director	Voting Member
Marc Stromme	Saitsa Executive Director	Non-Voting
Rachel Paris	Director, Student Services	Non-Voting
Rio Valencerina	Manager, Governance & Advocacy, Saitsa	Non-Voting
Sunra Sunra	Administrative Coordinator, G&A	Non-Voting
Neil little	Board Advisor	Non-Voting

Agenda Item

1.0 Call to Order:

D.A. Thomas called the meeting to order at 5:03 pm.

2.0 Acknowledgement of Traditional Indigenous Territories:

A. Ramos gave the Acknowledgement of Traditional Indigenous Territories.

3.0 Conflict of Interest Check:

D.A. Thomas reminded the Board to declare any real or perceived conflict of interest. A conflict of interest is defined as any situation where a director could directly benefit or appear to benefit from business conducted by the Board.

4.0 Approval of the Agenda:

D.A. Thomas called for an approval of the agenda.

Motion:

To approve the agenda as presented.

**P.J. Martinez /K.S. Gill
Motion Carries**

The motion was approved by general consent.



Meeting – July 4th, 2022, 5:00 p.m.

Teams Meeting – Online

5.0 Adoption of Minutes:

5.1 Regular Meeting of the Board from June 13th, 2022.

Motion:

To approve the minutes as circulated.

**P.J. Martinez/A. Ramos
Motion Carries**

The motion was approved by general consent.

6.0 Presentation

No business was conducted in the current meeting.

7.0 Items for Decision:

7.1 Ends

No business was conducted in the current meeting.

7.2 Executive Limitations

a.) Capital Asset Budget

M. Stromme gave a recap of the documents shared pre-meeting with the Board. He mentioned that Saitsa is looking to sell \$22000 worth of assets by the end of the fiscal year and mentioned the food truck budget has already been approved by the Board. Capital asset budget had also been sent to Board before the meeting, he added.

K.S. Gill asked regarding the price of the food truck to which M. Stromme clarified that some amount was paid upfront and some of it is left to be paid.

J. Baldonado acknowledged that we need a food truck to provide students with services as now Gateway also doesn't exist anymore.

P.J. Martinez asked M. Stromme if Lenovo 16 laptops are provided by SAIT to us, M. Stromme answered those are assigned by SAIT, for us to buy.

K.S. Gill asked if there are some items purchased for Gateway as part of the budget as now it doesn't exist, M. Stromme clarified they were purchased for the Gateway event.

Motion:

WHEREAS Board of Directors Policy EL-5 states that unless otherwise authorized by the Board, the Executive Director shall maintain a minimum balance of \$50,000 in the Capital Asset Fund; and



WHEREAS the Executive Director has prepared a projection of Capital Asset Expenses for the 2022-2023 fiscal year, for the purpose of renovating Saitsa operations, and providing the organization with necessary equipment.

BE IT RESOLVED that the Board of Directors approves the 2022-2023 Capital Asset budget, as presented.

J. Baldonado/P. J Martinez

7-0-0

Motion Carries

7.3 Governance Process

No business was conducted in the current meeting.

7.4 Board-Executive Director Delegation

No business was conducted in the current meeting.

8.0 Required Approvals

No business was conducted in the current meeting.

9.0 Ownership Linkages

R. Valencerina clarified for the Board that we are now in the new fiscal year & hence the Board needs to decide on how to interact with the students this year. He mentioned that we used to do Hot-Dog stands, Popcorn drops, etc. R. Valencerina hence urged to the Board to kindly decide and informed them that we as staff are here to help you. A. Ramos also mentioned that an Adhoc Committee which comprises of two schools has just been formed and hence he wanted to let the Board know, it's a pilot and will have only two committees from any two schools who reach out to us first. He also mentioned that, if you want your schools to participate, kindly reach out.

D.A Thomas mentioned here that there are many ways schools can interact with students. J. Baldonado also asked the Board to talk to their respective Deans about ownership linkages, to figure out ways to reach out to students. As an example, he clarified: like for us, in my school we have a lot of students on practicum, hence we are thinking of coming up with something regarding that. He also mentioned that the idea is to reach out to most students. D.A Thomas said we'll discuss about this further in the Board huddle.

P.J. Martinez asked A. Ramos what schools are a part of the pilot yet, to which A. Ramos responded saying it's tentatively only director O.Aroge's school at this point and that they have been very supportive in the past as well. At this point, M. Stromme reminded the Board that Saitsa doesn't have hot dogs anymore. R. Paris mentioned that she found out, that a previous director was paying for transit to go to satellite campus to interact with students and hence recommended that if any



director chooses to do that again, kindly use a shorter commute with a taxi ride which shall be reimbursed by Saitsa, and that maybe we don't have hot dogs anymore, but the Board can do swag drops and popcorn drops, as classroom drops/interactions are effective. D.A. Thomas seconded her point of view.

To R. Paris's Satellite campus point, R. Valencerina mentioned that Saitsa staff goes to satellite campuses occasionally anyways, and hence directors are always welcome to tag along.

10.0 Board Education

a.) Professional Communication 101

R. Valencerina presented a PowerPoint presentation on Professional Communication, he mentioned that it was prepared by S. Sunra and hence the Board is more than welcome to ask him and S. Sunra, questions if they may have any. There was a very fruitful discussion around the topic with him, S. Sunra and the Board post the presentation.

11.0 Monitoring CEO Performance

D. A. Thomas asked M. Stromme about the BMO report, and if there any concerns they should have, or do we as a Board have some wiggle room? M. Stromme responded urging, that as they are meeting with the BMO financial advisors on the 27th July they should discuss all their concerns with them and assured them that we sure have some wiggle room.

P. J. Martinez asked M. Stromme about what kind of an action plan we have, M. Stromme said with inflation and investment tanking we are not going to be able to turn around with GIC and saving accounts and that he doesn't find it fair. Accounts are to get interest, so we are looking at them in August again, M. Stromme remarked.

J. Baldonado commented that with putting money into GIC and high interest saving accounts, I think the intent is to minimize risk so maybe we can reword it. M. Stromme said, we'll wait till the meeting and may be after that look into it.

M. Stromme also reminded the Board that they are free to make changes. R. Valencerina suggested the Board that if they want to change things the procedure is in the Policy Manual, and he'd suggest to first talk to the advisors and then decide.

M. Stromme requested that he would like to change the schedule of this report to March so it's more realistic in future. D. A Thomas seconded M. Stromme.

N. little advised the Board that because things have changed since last fall in the investment world, don't jump to conclusions soon and look for some forward direction from the financial



advisors, hopefully in the long run things shall balance out. They'll be in position to give you a better idea, he said. D. A. Thomas thanked N. Little for his suggestion.

D. A. Thomas asked about partial compliance regarding sub-policies to which R. Valencerina responded saying, that this means to be compliant with the main policy you must be compliant with all the smaller ones.

K. S. Gill recommended that keeping in mind the inflation, the Board should discuss it with the financial advisors if we can invest in things like gold, real estate etc.

R. Valencerina reminded the Board about the amendment due in August 2023. J. Baldonado remarked that we need to be careful about Executive Policy and that our investments are compliant with the policy. D.A. Thomas thanked them for their point of views. M. Stromme reminded the Board saying, I recommend moving the schedule to March and changing the language before we pick a date.

a) Investments

Motion:

BE IT RESOLVED the Board has assessed the monitoring report relating to EL-6, Investments, and found it partially compliant with a reasonable interpretation of the policy, with the expectation of compliance to be achieved after the policy is reviewed and amended.

P.J. Martinez/ A. Ramos

7-0-0

Motion Carries

12.0 Monitoring Board Performance

a) Reports & Feedback

P. J. Martinez said that the Governance Coaching and Training was very important and was an eye opener especially for him and he felt he should be more responsible in reaching out to students – the primary stakeholders. M. Stromme reminded the Board to kindly talk about reports during this section.

P. J. Martinez mentioned that starting September 1st 2022, Counselling and Development shall be part of Wellness Benefits for students.

He also mentioned that there will be no additional fee to it and that it's just an additional benefit with our already existing benefits including H&D. He said he wanted to highlight it in his report.

P. J. Martinez also mentioned that even students online shall benefit from this as it also includes a hotline service and that we as Saitsa should promote it so more students are aware of this facility and hence usage increases.



R. Paris mentioned here that the service providers also said that staff being trained on this is also helpful, Student wellness staff in this case. D. A. Thomas congratulated P. J. Martinez as a trustee.

J. Baldonado asked if we are doing something about the app for Mental Health, he also mentioned that he had shared this idea with his dean and she was happy about it, hence please forward more information regarding it to him. He also mentioned that he supported one student and attended an event for Pride, this month. He also spoke about participating in the Calgary Pride March in August or September.

D. A. Thomas asked about EDI Subcommittee for indigenous students and their participation, J. Baldonado said I suggest we reach out to International Centre, Chinook Lodge, and resources within SAIT for betterment. R. Paris said Chinook Lodge is very involved and the main consult on resources for the indigenous students. D. A. Thomas asked if we have a recruitment number in place to which R. Paris replied, that she can't recollect a number, but since 2020 SAIT has been proactive with indigenous student enrollment and in supporting them.

R. Paris also suggested to the Board that when you are supporting a student, the months of July and August are not very busy, it's harder to get a hold of people as well because of summers and that's okay, but if things need to be expedited, the Board can always reach out to R. Valencerina for help.

K. S. Gill commented that enrollment is important regarding indigenous students but what is even more important is support, do we have any numbers regarding that?

R. Paris responded saying that she doesn't have an exact number, but she knows Chinook Lodge provides them with resources & support apart from what SAIT does for every student, including indigenous students.

K. S. Gill said, R. Paris & I attended Academic Integrity Council meeting recently & in October they have their promotion and have asked for Saitsa's help. Also, during Orientation Week, he said, we should have something to market regarding academic integrity so students can have an easy access to understanding the ways of examinations at SAIT. K.S. Gill also mentioned that director A. Nguyen is also a part of this committee with him. D. A. Thomas seconded his remarks.

Director A. Nguyen asked, what should we include as part of our orientation conversations with students, to which D.A. Thomas replied, that still must be covered in the next Board huddle.

13.0 Information Requested by the Board

No business was conducted in the current meeting.



14.0 Nice to Know
a.) Upcoming Saitsa Events gave updates

S. Sunra presented the Saitsa events list to the Board for the month of July.

15.0 In-Camera Session

Motion:

To go In-camera with Board & all staff at 6:48 pm.

P.J Martinez/J. Baldonado

Motion carries

N. Little, R. Paris, R. Valencerina & S. Sunra to go Ex-camera at 7:00 pm

16.0 In-Camera Session

b) Decision about Board Advisor

Motion:

Moved Ex-camera at 7:40 pm

P.J Martinez/J. Baldonado

Motion carries

Break at 7:43 pm by general consent.

Re-grouped again at 7:48 pm.

Motion:

WHEREAS Saitsa Bylaw 5.6 states that the Board of Directors shall contract the services of a Board Advisor to act as a parliamentarian and resource person for the Board of Directors: and

WHEREAS the current term of the Board Advisor has expired;



BE IT RESOLVED that the Board of Directors tasks the Executive Director to seek out the services of a new Board Advisor, to be completed by September 1, 2022.

D.A Thomas/A. Ramos

6-1-0

Motion carries

17.0 Self-Evaluation & Governance Processes

K.S. Gill shared with the Board that he has realized that he is not as engaged in ownership linkages and coming September he will do better. He also shared that he attended an Inter-Communication Course recently at SAIT and it opened him up to new learnings and that he recommends it for everyone. He said, it was a rich learning experience. D. A. Thomas also shared that, they are learning more through these meeting as well and they hope to get better every day. They also thanked R. Valencerina & S. Sunra for such an engaging presentation. O. Aroge said, she is very excited that we have such an engaging Board with individual thinkers, everyone is vocal and thoughtful. J. Baldonado said, I agree we should do more for ownership linkages, post September & we'll do better with more people on campus. P. J. Martinez appreciated what the other directors said and reiterated that, we may struggle but that's part of the learning, which is most important. D. A Thomas seconded.

18.0 Questions/Adjournment

The meeting was adjourned at 8:03 pm by general consent.