



Meeting – May 2, 2022 at 5:00 p.m.  
Begin Tower 22<sup>nd</sup> Floor Boardroom

**Present:**

Dawson 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
Anh Nguyen	Director	Voting Member
Paul John Martinez	Director	Voting Member
Marc Stromme	Saitsa Executive Director	Non-Voting
Rachel Paris	Saitsa Director, Student Services	Non-Voting
Rio Valencerina	Saitsa Manager, Governance & Advocacy	Non-Voting

**Regrets:**

Sunra Sunra	Saitsa Coordinator, Administration	Non-Voting
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**Agenda Item**

**1.0 Call to Order:**

D. A. Thomas called the meeting to order at 5:04 p.m.

**2.0 Acknowledgement of Traditional Indigenous Territories:**

O. Aroge 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:**

Item 6.1 “Acquire, Encumber, to Dispose of Real Estate” was removed.  
“Teams/SharePoint Introduction” was added as item 9.2.

**Motion:**

To approve the agenda as amended.

**O.Aroge/A.Ramos  
Motion Carries**

*The motion was approved by general consent.*

**5.0 Adoption of Minutes:**

**5.1 Regular Meeting of the Board from April 4, 2022.**

**Motion:**

To approve the minutes as circulated.



**P. Martinez/A. Ramos**  
**2-0-5**  
**Motion Carries**

*The motion was approved by general consent.*

**6.0 Required Approvals:**

**6.1 Fees: Health & Dental Program**

M. Stromme explained to the Board that SAIT is asking Saitsa to extend its Health & Dental benefits to two new non-credit course programs beginning in January 2023. Directors inquired if it was possible for these benefits to be extended to other non-credit course programs, and the scope of the Saitsa Health & Dental plan as it currently exists.

**Motion:**

WHEREAS Board of Directors Policy EL-10 requires the Board to approve the creation or amendment of any fees; and

WHEREAS the Executive Director has been requested by SAIT to extend the privileges of the Health & Dental Plan to non-credit students enrolled in either the Project Management or Supply Chain Management programs beginning in January 2023;

BE IT RESOLVED that the Board of Directors hereby authorizes the Executive Director to offer the Health and Dental Plan benefits to students enrolled in the above programs.

**P. Martinez/J. Baldonado**  
**7-0-0**  
**Motion Carries**

**7.0 Items for Decision:**

**7.1 Ends**

No business was conducted in the current meeting.

**7.2 Executive Limitations**

No business was conducted in the current meeting.

**7.3 Governance Process**

**7.3.1 Regular Content Review for GP-11: Board Linkage with Ownership**

**Motion:**

To table the content review until the June 2022 Board of Directors Meeting.

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

*The motion was passed by general consent.*

**7.4 Board-Executive Director Delegation**

No business was conducted in the current meeting.



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## 8.0 Ownership Linkage:

R. Valencerina explained to the Board that this is where they would discuss their monthly reports and discuss future ownership linkage activities. R. Valencerina noted that reports were received from outgoing Directors J. Velasco and T. Than.

## 9.0 Board Education:

### 9.1 Member Engagement Primer

R. Valencerina reminded the Board of upcoming member engagement activities on May 6, 2022. There will be two online sessions for the School of Construction orientation, as well as an in-person event in the Stan Grad Atrium. These events are intended for students to meet and ask questions of their Board of Directors.

Common questions are:

1. What is Saitsa, and what is the Board?
2. What does Saitsa do?
3. How does Saitsa benefit me?

Directors were advised and encouraged to read through different sections of the Saitsa website to gather some basic information that they can use when speaking to students.

R. Valencerina asked Directors to begin thinking about their office hours when students will be able to book meetings with them. These hours are flexible and can be changed between semesters. This information should be sent to R. Valencerina by the end of day on May 6, 2022.

### 9.2 Microsoft Teams/SharePoint Introduction

R. Valencerina provided a brief introduction to Microsoft Teams and SharePoint, where Board information is stored for ease of access. Directors were informed that they will need to submit their reports to the respective folder for each meeting.

## 10.0 Monitoring CEO Performance:

R. Valencerina explained that this section of the agenda is where the Board reviews reports submitted by M. Stromme. Monitoring reports are submitted according to the schedule outlined in BEDR-4 of the Board of Directors Policy Manual.

Per BEDR-4, no monitoring report was submitted for review.

## 11.0 Monitoring Board Performance

### Motion:

To move in-camera with staff.

**J. Baldonado/P. Martinez**  
Motion Carries



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*The motion was approved by general consent.*

*The meeting moved in camera at 5:59 p.m.*

**Motion:**

To move ex-camera.

**J. Baldonado/K. Gill  
Motion Carries**

*The motion was approved by general consent.*

**12.0 Self-Evaluation & Governance Process**

R. Valencerina provided an overview of the section of the agenda.

**13.0 Information Requested by the Board**

R. Valencerina and M. Stromme provided an overview of how this section of the agenda is used for the business of the Board.

**14.0 Nice to Know**

**14.1 Upcoming Saitsa Events**

R. Valencerina provided an overview of upcoming Saitsa events.

**15.0 In-Camera Session**

With no required business the Board elected to not have an in-camera session.

**16.0 Questions/Adjournment:**

The meeting was adjourned by general consent.

The meeting was adjourned at 6:22 p.m.