



Meeting – 9<sup>th</sup> January 2023

Time – 5:00 PM

Online – Teams Meeting

**Present:**

Dawson Thomas	President	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
Oluwatomisin Aroge	Director	Voting Member
Aaron Ramos	Vice President	Voting Member
Marc Stromme	Saitsa Executive Director	Non-Voting
Rachel Paris	Director, Student Services	Non-Voting
Rio Valencerina	Manager, Governance & Advocacy	Non-Voting
Sunra Sunra	Administrative Coordinator, G&A	Non-Voting
Christina Matisons	Board Advisor	Non-Voting

**Guests:**

S. Scott	CAUS Consultant	Non-Voting
C. Beasley	CAUS Communications Coordinator	Non-Voting

**Agenda Item**

**1.0 Call to Order:**

D. A. Thomas called the meeting to order at 5:02 pm.

**2.0 Acknowledgement of Traditional Indigenous Territories:**

J. Baldonado 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 amended.

**J. Baldonado/A. Ramos**

**Motion Carries**



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*The motion was approved as amended.*

## 5.0 Adoption of Minutes:

### 5.1 Regular Meeting of the Board from 5<sup>th</sup> December 2022

#### **Motion:**

To approve the minutes as presented.

**A. Ramos/ J. Baldonado**  
**Motion Carries**

*The motion was approved by general consent.*

## 6.0 Presentations

### 6.1 CAUS - A potential Membership

S. Scott introduced herself and asked if anyone had any questions about joining CAUS. She explained that the initiative they are going to be presenting about is a super advocacy opportunity.

A. Ramos asked, current membership is ready to hear Saitsa being removed from ASEC, what do you mean by fully removed. S. Scott said everything is messy at this time and we just want to provide some clarity. She said we can sit down together and then jot down specifics - D.A. Thomas, A. Ramos & S. Scott, and that today she is only here to ask the Board to join CAUS.

C. Matisons asked, are you able to share with us what sentiment will be for the Board joining. S. Scott responded saying that this proposal was given to the Board in November, things have changed since then but as per the proposal we want to focus on you as an organization moving in the right direction and we have University graduates whom we want to provide adequate advocacy for polytechnics. There is uncertainty, we would require change in our bylaws as well with organization like Saitsa to join, but that's on us.

S. Scott explained that they are going to run a large campaign province wise, and the main goal is to collect pledges and let students know when and how to vote. Depending on their partnerships, they are hoping to pledge 10,000 to 20,000 students hence it will be a great opportunity for organization like Saitsa to be associated with such a huge number in front of the provincial government.

C. Beasley presented a PPT on collaboration in provincial government & the entire effort during the "Get out & Vote" for students to vote in a non-partisan way. They also spoke about the Get out and vote plan, it's main goals collecting pledges from students; like a promise to pledge to vote, to encourage students to vote and in turn grant them access to them for communication, it shall also allow them to count the impact. He also shared that, this usually is done by social media by organization, but this shall provide them an opportunity to figure out their impact amongst students.

Pledges are going to be our way of communication – collecting them; then we'll start messaging those students as to how to vote etc., we are using a third party to come in for it,



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Nation Builder. We'll probably do this from an email blasting list to a link and ask them to vote. We are relying on individual schools to help us collect the pledges. Nation builder will store tag and add the data for us.

That will help us to make lists and access our data, for example to understand where students are from; nation builder has auto districting feature and that's how we'll communicate province wide. What it allows us to create is a high level of granularity. We are looking into the means of contacting – emails, texts about polls or advance polls, texts about that, letting them know where & how to register, providing students all information.

C. Beasley expressed, what we want from Saitsa is to set up a communication in a nonpartisan way on their behalf and let students know when the voting is and encourage them to vote.

CUAS representatives also shared that they are offering a pre-packed "Get out and Vote" campaign to other institutions of our size. C. Beasley said, "the value proposition from our side to province will be through the numbers we generate in pledging. Calgary is going to be a deciding factor in election it seems, so we really need your support. That increases your advocacy impact on the provincial level. Advocacy benefits and legitimacy both matters. This proves to students that you want good things for them and that their choice makes a difference."

They informed the Board that Nation Builder charges them monthly based on number of contacts. "We are not for profit; we are an umbrella organization for Student Unions. You'll be charged 25% of what we are charged. Depending on how much you contribute to pledges, I don't see more than \$1000 a month for you as you are a big institution, we can talk more about pricing later. If you want to purchase any merch for yourself you are welcome to do that if you want to produce your own, please go ahead, that's a cost you will have to bear."

S. Scott said for actual physical merch we'll provide our partners with shared drives on google as part of partnership with us. Two requirements for partner are – nonpartisanship just in case a partner goes rogue, and a minimum standard of involvement.

She also expressed, "For a deadline, we are hoping for a launch in February, calling media and letting them we are looking to 20,000 pledges at least. We would like if you can come in and show visibility. February 20<sup>th</sup> press release goes out. International students can pledge but won't be able to vote."

R. Paris asked, what has been CAUS's previous access, for Get out & Vote & if there is any metric on pledging converting into votes?

S. Scott responded saying, "2012 2015 were our biggest campaigns and we found a lot of success in them, this is however our biggest campaign. In 2018 we did a big campaign with nation builder only.

C. Beasley said, "no there isn't any metric on pledging converting into votes yet, we will be approximating them after collecting pledges and engagements and we can also do a follow up survey. One thing that we do here is that students don't know where to go and how to vote we will be providing that info to them periodically."

J. Baldonado asked if we can do a data comparison of how many votes were from schools who did a campaign and those who didn't, on campus, C. Beasley said yes, we will be able to sift that data.



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C. Matisons asked who will be doing the analytics at CAUS.

C. Beasley said, “that will be me”. S. Scott said, “our ED also has some experience in data collecting.”

R. Paris asked if the data will be used for any reports for research, C. Beasley confirmed that they’ll hire a policy analyst to do so. They also expressed that they’ll delete the collected data after 30 days of elections.

A. Ramos asked when CAUS shall expect a definite answer from Saitsa, S. Scott responded saying, as soon as possible, tentative date for press release being 20<sup>th</sup> Feb, a MOU shall have to be signed giving them an estimate of a minimum standard of involvement from Saitsa.

A. Ramos requested for the PPT carrying all the information from them, S. Scott said MOU is ready, once Saitsa is at a point to sign, it should be a short process and then she will provide the PPT as well.

A. Ramos asked if there is any other on top costs, C. Beasley responded saying the cost is only of collecting data and text costs. Nothing else.

S. Scott added saying there is also a little bit cost associated to running campaigns on your campus. Also, for international students, you could have a table informing them that they can’t vote, but this is how they can get involved.

D.A. Thomas thanked S. Scott & C. Beasley for joining the meeting and presenting, they left at 5:51pm.

## 7.0 Items for Decision:

### 7.1 Ends

To be discussed on Saturday, January 14<sup>th</sup>.

### 7.2 Executive Limitations – Being reviewed

#### Motion:

D.A. Thomas made a motion to go In-Camera with the Board

**J. Baldonado & A. Ramos**  
**Motion Carries**

*The motion was approved by general consent.*

In camera at 5:53 pm.

Out of camera at 6:53 pm.

## 7.3 Governance Process

### 7.3.1 GP-1 Governing Style – No changes made



**7.3.2 GP-18 Director's Compensation – R. Valencerina highlighted for the Board that the current Academic Allowances from Audit side is problematic.**

**Recommendation-**

- *Directors who are in good academic standing in a semester will be eligible for academic allowances at the discretion of the Board.*
- *The allowances for the President and Vice-President shall not exceed \$2,500.00 per semester and cannot exceed the amount of tuition paid for the respective semester.*
- *The allowances for other Directors shall not exceed \$1,000.00 per semester and cannot exceed the amount of tuition paid for the respective semester.*

BE IT RESOLVED that the Board of Directors approves the following amendment to Board of Directors policy GP-8, Directors Remuneration:

1. Directors who are in good academic standing in a semester will be eligible for academic allowances at the discretion of the Board.
2. The allowances for the President and Vice-President shall not exceed \$2,500.00 per semester and cannot exceed the amount of tuition paid for the respective semester.
3. The allowances for other Directors shall not exceed \$1,000.00 per semester and cannot exceed the amount of tuition paid for the respective semester.

**A. Ramos/ J. Baldonado**  
**7-0-0**  
**Motion Carries**

**7.4 Board-Executive Director Delegation**

**7.4.1BEDR-1 Unity of Control**

R. Valencerina informed the Board that this motion curtails to how the Board interacts with M. Stromme, please let us know of changes if any. No changes were made.

**8.0 Required Approvals**

**8.1 Election Oversight Panel Approval (EOP Complete)**

R. Valencerina presented a PPT.

He also informed the Board that he contacted previous EOP members, and they said they were interested. He and the CRO in total selected 5 candidates for interviews, he also shared that the candidates were very interesting.

The three recommended candidates:

David Macintyre – recommended as EOP chair

Cherry Sham

Michael Watterson

Their profiles were then discussed.



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C. Matisons asked if this is a paid position, R. Valencerina explained yes, they receive honorarium depending on how many hearings they tend too.

J. Baldonado shared that he finds it problematic to see someone in police to be in this position, R. Valencerina explained that they recommended M. Watterson as he was responsible for discipling the police officer, and he discussed various cases.

K.S. Gill asked if the chair of the EOP is the same as CRO, R. Valencerina explained that EOP is the adjudicator from what the CRO decides. These are separate entities.

P. J. Martinez shared that Cherry Sham is someone they know, though not personally but as a previous colleague, hence they declare conflict of interest. R. Valencerina clarified that as they don't know her personally hence the affect here is low.

**Motion:**

WHEREAS Board of Directors Policy EL-14 states that the Executive Director shall not operate elections without independent, third-party oversight of election processes; and

WHEREAS the Board of Directors has tasked the Executive Director with recommending candidates for the Elections Oversight Panel, for the 2023 Board of Directors election;

BE IT RESOLVED that the Board of Directors appoints the following individuals for the 2023 Election Oversight Panel, per the Executive Director's recommendation:

David McIntyre – Chair of the Panel

Cherry Sham – Panel Member

Michael Watterson – Panel Member

**A. Ramos/ J. Baldonado**

**6-1-0**

**Motion Carries**

**8.2 Recommended By-Law Changes**

M. Stromme mentioned to the Board that there is an automatic increase in the CPI, we missed it in the By-Law.

R. Valencerina informed the Board that the By-laws should be changed by the membership and cannot be changed by the Board alone. Also, he as manager needs to give a 21-day notice before AGM, to which D.A. Thomas said that the Board will decide today.

M. Stromme also informed the Board that the wording recommended should be good as it shall give them the flexibility regarding CPI, increase or otherwise.

**R. Valencerina's Recommendation:** Remuneration may be adjusted once each fiscal year and may not exceed CPI.

D.A. Thomas asked when does the Board do that and when does the decision take effect.



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R. Valencerina responded saying that it takes effect for the next Board, and you'll approve the budget for the new Board in March.

J. Baldonado said that he wants to make sure that decision takes effect and/or is reviewed and increased every year, and that this is his only issue with the wording. R. Valencerina explained that the wording "may" here is an indication that in the policy shall be reviewed again but the change may vary.

C. Matisons recommended to be conservative with the numbers.

**Motion:**

WHEREAS Saitsa Bylaw 14 states that amendments to the Bylaws may be made by Special Resolution at the Society's annual general meeting.

BE IT RESOLVED that the Board of Directors approves of the proposed changes to the Bylaws, and recommends the proposed changes for final approval by the membership at the Annual General Meeting on February 8<sup>th</sup>, 2023

**J. Baldonado/P.J. Martinez**

**7-0-0**

**Motion Carries**

R. Valencerina mentioned to the Board that we change this because the new wording allows students to take more courses in spring. This is an eligibility thing for the students to run.

K.S. Gill asked if a student started in fall 2022, finished in December 2023, for next 4 months will they be director or not, or eligible. R. Valencerina said, If they graduated, they will not be directors.

### **8.3 Capital Asset Approval**

R. Paris informed the Board that she was looking for Capital Asset to refurbish MC107 and NN117. She researched and has collected quotes from RGO who a SAIT are recommended organization. Quote has come in for \$70,000.

J. Baldonado asked if this expense will have any effect on the new campus center budget. R. Paris informed them; these are two different funds/budgets. M Stromme also informed the Board that we have fund for this change, but the Board must approve this as the budget approved earlier doesn't have this wiggle room.

A. Ramos asked about the sit-stand desks for director, as part of the refurbishing. R. Paris explained, they are adjustable desks for sitting/standing options. These are managed electronically.

A. Ramos asked if there will be one for each director. R. Paris responded saying, the Board will be provided drop down stations.

P. J. Martinez asked when the change is expected and will it impact current services at MC107, NN117. R. Paris confirmed that MC107 will be refurbished at the end of the current semester as it is primarily student facing and NN117 during reading week as NN117 is less student facing. The maximum time an office will be impacted is two weeks.



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J. Baldonado asked, if this space is the kind of space new campus center shall have, he also expressed that all directors should have space and not just VP and President. R. Paris responded saying that sure this can be a pilot space and we can replicate the learnings to the new campus center space.

K.S. Gill asked if this change would impact the President's and VP's current workspace. R. Paris answered saying that, this will be a shift for everyone including the staff. There will be some getting used to of this structure, we will provide lockers for stuff to store, and they will also be provided with touch down stations.

C. Matisons commented that from the student's perspective, the Board is to spend student money and how this new set up is going to help students should be taken into consideration while making this decision.

D.A. Thomas asked where they would go for an in-person student meeting, if such a situation presents itself while the refurbishing happens.

R. Valencerina, informed them that not always but for sometimes the Lodge is a good space for such a thing, we need to keep building that relationship.

D.A. Thomas asked if when we were approving the budget in July, was this not considered or it came out of the blue.

M. Stromme responded saying, it has been in the offing since last summer, but the company we planned with earlier, we faced problems and SAIT also has been slow on renovations.

**Motion:**

WHEREAS Saitsa Bylaw 13 requires an annual budget to be approved each year; and

WHEREAS Board of Directors policy EL-4 prohibits the Executive Director from expending more funds than have been received, or are guaranteed to be received; and

WHEREAS the Executive Director, having prepared a previous capital asset budget for the organization, has determined that an extrabudgetary addition to the budget is necessary for the purchase of equipment for Saitsa, so that it may effectively fulfill its Ends policies.

BE IT RESOLVED that the Board of Directors approves the Capital Asset request for an additional \$69,594.64 as presented.

**Paul/Jayden**  
**7-0-0**  
**Motion carries**

Recess at 8:09pm and reconvened at 8:15pm. O. Aroge did not join back.





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## **9.0 Ownership Linkages**

D.A, Thomas expressed saying that classroom talks are a good idea to get feedback from students.

They also mentioned this is a good time and an opportunity for ownership linkage and student interactions to participate on “Get on Vote” and what CAUS presented. Saitsa elections are also coming and that is also one great opportunity for the Board to participate in conversations with students.

J. Baldonado shared with the Board that in his recent classroom talks he focused on Ends and included that as part of his presentations.

## **10.0 Advocacy Linkages**

K.S. Gill shared with the Board that they have discussed with R. Valencerina regarding committees that the Board is currently involved in and that some of them don't effectively communicate. He suggested that it's a good time now to evaluate what the Board has done with them so that they have something to pass on to the next Board and that this may be discussed during Board huddles or Board meetings.

## **11.0 Board Education**

No business was conducted in this meeting.

## **12.0 Monitoring Board Performance**

### **12.1 Director Reports & Feedback**

R. Paris said she was surprised as to how many subcommittees/ councils exist and the expectation from the Board to sit on all of them is a lot, J. Baldonado said no, they don't have to, but they may.

P. J Martinez said each subcommittee also has a working group and individuals are assigned to work through them and that as Board members they do that.

C. Matisons said it will be helpful if the Board lets everyone know what title they hold for which committee when they talk about it or are meeting with, in reports. To make it easy for everyone to put into context.

K.S. Gill said Academic Council creates committees each year and then we priorities for ourselves, the academic council is a good place to put those priorities onto. It's a good idea for future, he said.

H.P.A Nguyen said that as her class schedules conflicts with that of the academic council for almost all meetings she is only able to contribute to sub committees and has learnt a lot from that.



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**13.0 Monitoring CEO Performance**  
**13.1 Asset Protection – Review**

K.S. Gill asked regarding appendix B: if we have earned from auction, where do those funds go. M. Stromme said, it goes back to capital assets, the earning in question here is from the auction on closure of Gateway.

**Motion:**

BE IT RESOLVED that the Board of Directors accepts the Executive Director’s report relating to EL-5, Asset Protection, and finds it partially compliant with a reasonable interpretation of the policy, with an expected compliance date of January 2024.

**J. Baldonado/P/J/Martinez**

**6-0-0**

**Motion Carries**

**14.0 Information Requested by the Board**

No business was conducted in this meeting.

**15.0 Information for the Board**  
**15.1 Saitsa – Events of the Month**

S. Sunra presented the events of the month to the Board.

**16.0 Self-Evaluation & Governance Processes**  
**16.1 GP-12**  
**16.2 GP-16**

C. Matisons recommended an online form with links.

**17.0 In-Camera Session**

**Motion:**

In camera to go into camera with Staff and Board advisor.

**P.J. Martinez/J. Baldonado**

**Motion Carries**

Board In camera at with Staff & Board Advisor at 8:48pm

Staff & Board Advisor out of camera at 9:03pm

Board out of Camera at 9:26pm



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**18.0 Questions/Adjournment**

Adjournment of the meeting at 9:26 pm.

