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## BOARD OF GOVERNORS MEETING – OPEN

5:00 p.m. – 6:00 p.m. Wednesday, March 8, 2023  
SMED Boardroom, 3<sup>rd</sup> Floor, Heritage Hall

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### MINUTES

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#### **Committee Members:**

Erickson, David, Chair  
Ross, David  
Annesley, Janet  
Bailey, Cameron  
Barry, Stephen  
Billington, Susan  
Fleming, Tonya  
Kad, Sanjeev  
Karns, Matt  
MacDonald, Ryan  
Martinez, Paul  
May, Peter  
Murphy, Lara  
Park, Melinda  
Ramos, Aaron  
Trache, Andy

#### **Resource:**

Bourassa, Emily, AVP Finance and Acting CFO  
Butler, Mark, VP Corp Development & Applied Research and International  
Daykin, Roy, CFO & VP, Corporate Services (*Regrets*)  
Magotiaux, Heather, VP, External Relations  
Welch, Janet, Interim VP, Academic  
Ruptash, Tracy, EA to the Board of Governors

#### **Guests:**

None

#### **Public:**

Tao Wu, Student, SAIT

### PRELIMINARIES

#### **1. CALL TO ORDER**

The Chair called the meeting to order 5:25 p.m.

#### **2. REVIEW AGENDA**

The agenda was received as presented.

#### **3. DECLARATION OF CONFLICT OF INTEREST**

No Conflicts of Interest were declared.

#### **4. CONSENT AGENDA**

#### **MOTION:**

THAT the Board of Governors has undertaken a full review of the items and motions on the Consent Agenda and approve as presented.

- (a) Minutes of the November 24, 2022 Meeting (Open)
- (b) Program Suspensions - Technology Infrastructure Analyst (TIA) – Post Diploma Certificate

**Moved: R. MacDonald**  
**Seconded: P. Martinez**  
**CARRIED BGC230308-01**

**BUSINESS ARISING FROM THE PAST MINUTES - NONE**

**PRESENTATIONS - NONE**

**REPORTS**

**5. CHAIR’S REPORT**

A verbal report was provided.

The Chair advised that the Minister has met with Board Chairs over the quarter. The Minister discussed a new annual reporting element relating to freedom of speech, discussed domestic tuition and fees and, the 2023/2024 provincial budget and the impact to post-secondary institutions.

**6. PRESIDENT’S REPORT**

Report received.

The President and CEO provided context on the provincial budget as it relates to student affordability and targeted enrolments on key sectors including, technology, aviation and renewable energy.

The Ministry made two announcements over the quarter which relate to SAIT. This included funding for aviation programs through Mount Royal University and funding for Women in Trades. The President and CEO continues to meet on a regular basis with government officials.

The President and CEO provide a note of interest to the Board that SAIT currently has over 600 SAIT employees are alumni of the institution.

**7. SAITSA PRESIDENT’S REPORT**

A verbal report was provided.

The Saitsa President provide an update of Saitsa activities to date. It was reported that there is an increase in registered clubs for the fall semester. The Career Support Centre is now open to students to great popularity, so much so, that the association is looking to increase space in the future. The Board of Directors elections are currently underway, there were over 30 plus candidate for 9 Board of Director position with results due imminently. It was reported that overall student engagement is reporting higher than in previous years similar to pre-pandemic levels.

Saitsa continues to advocate on the provincial stage and continues to partner with other post-secondary intuitions on shared initiatives.

Saitsa shared its concerns on the recent announcement to increase tuition fees and the impact to students.

## **8. ACADEMIC COUNCIL REPORT**

A verbal report was provided.

The Interim Vice President, Academic provided an update on activities to date.

It was reported that the sub-committee are progressing well with their annual initiations with the final reports coming back to Council in April. Program approvals are continuing to move forward.

## **NEW BUSINESS**

### **9. 2023/204 OPERATING BUDGET APPROVAL**

The Chair, Audit Committee provided a summary of the 2023/2024 Operating Budget. A balanced budget is being presented to the Board for approval.

#### **MOTION:**

THAT the Board of Governors accept the recommendation of the Audit Committee and approve the 2023/2024 balanced operating budget by function.

**Moved: C. Bailey**  
**Seconded: P. May**  
**CARRIED BGC230308-02**

### **10. CAPITAL SPEND BUDGET**

The Chair, Audit Committee provided a summary of the Capital Spend Budget.

#### **MOTION:**

THAT the Board of Governors accept the recommendation of the Audit Committee and approve the 2023/24 capital budget of \$26.2 million, as presented. \$18 million to be funded internally, whereas \$10M which has been pre-approved, and \$8.2 million funded from the Government of Alberta deferred maintenance grant.

**Moved: P. May**  
**Seconded: S. Kad**  
**CARRIED BGC230308-03**

**11. CAPITAL RESERVE SPENDING APPROVAL**

The Chair, Audit Committee provided a summary of the Capital Reserve Spending.

**MOTION:**

THAT the Board of Governors accept the recommendation of the Audit Committee and approve the expenditure of up to \$26.5 million from Internally Restricted Capital Reserve for the Campus Centre Redevelopment Centre and John Ware Revitalization projects.

**Moved: P. May**  
**Seconded: C. Bailey**  
**CARRIED BGC230308-04**

**12. DOMESTIC TUITION AND FEES APPROVAL**

The Chair, Audit Committee provided a summary of the domestic tuition and fees for 2023/2024. Communication on when the temporary facilities of Athletics Department will be sent out within the coming months.

The Board discussed student retention and the Vice-President, External provided an update on the availability of student aid. It was also reported that the Office of the Registrar tracks student withdrawals and reasons through a dashboard reporting metric.

**MOTION:**

THAT the Board of Governors accept the recommendation of the Audit Committee and approve the 2023/2024 Domestic Tuition and Mandatory non-instructional fees.

**Moved: P. May**  
**Seconded: S. Kad**  
**CARRIED BGC230308-05**

**13. INFRASTRUCTURE PRIORITIES SUBMISSION APPROVAL**

The Associate Vice President, Finance provided a summary of the 2023/2024 infrastructure priorities submission to the Government of Alberta. The priorities are those which would garner government funding

**MOTION:**

THAT the Board of Governors accept the recommendation of the Audit Committee and approve the infrastructure priorities summarized above for submission to the Government of Alberta through BLIMS.

**Moved: P. May**  
**Seconded: C. Bailey**



CARRIED BGC230308-06

**14. BOARD OF GOVERNOR'S 2023/2024 MEETING SCHEDULE APPROVAL**

The Chair, Governance Committee provided a summary of the changes to the 2023/2024 Board of Governors meeting schedule.

**MOTION:**

THAT the Board of Governors accept the recommendation of the Governance Committee and approve the 2023/2024 Board and Committee meeting schedule as presented.

**Moved: J. Annesley**

**Seconded: C. Bailey**

**CARRIED BGC230308-07**

**15. BOARD OF GOVERNORS BYLAWS APPROVAL**

The Chair provided an update of the revisions to the board of governor's bylaws. Three additional revisions are being recommended following the Executive Committee's review, these relate to the delegation of authority to the President to appoint the number of vice-Presidents, the Executive Committee to create and appoint a chair and members of special committees and minor language change in board appointed officers.

**MOTION:**

THAT the Board of Governors accept the recommendation of the Executive and approve the Board of Governors' General Bylaws as presented.

**Moved: S. Barry**

**Seconded: S. Kad**

**CARRIED BGC230308-08**

**16. IN CAMERA**

At 6:15 p.m. the Board went to an in-camera session.

**INFORMATION**

Reports received.

**17. SAITSA Financial Statements**

**18. Board of Governor Events Calendar**



**FUTURE AGENDA ITEMS**

**NEXT MEETING**

The next meeting of the Board of Governors is scheduled for Wednesday, May 24, 2023, SMED Boardroom, Heritage Hall

**ADJOURNMENT**

The meeting was adjourned at 6:30 p.m.

Chair: \_\_\_\_\_ President and CEO: \_\_\_\_\_