
BOARD OF GOVERNORS MEETING – OPEN

5:00 p.m. – 6:00 p.m. Wednesday, March 12, 2025
SMED Boardroom, 3rd Floor, Heritage Hall

MINUTES

Committee Members:

Erickson, David, Chair
Ross, David
Bailey, Cameron
Ahmad Baker
Billington, Susan
Fleming, Tonya
Kad, Sanjeev
Kowalchuk, Teela
Lauder, Robert
Leong, Amy
MacDonald, Ryan (*Virtual*)
Murphy, Lara
Santiago, Lance
Sekhon, Ravdeep
Trache, Andy
VanApeldoorn, Candace

Resource:

Bourassa, Emily, CFO & VP, Corporate Services
Buchholz, Marcia, VP, People and Culture
Butler, Mark, VP Corp Development & Applied Research and International
Magotiaux, Heather, VP, External Relations
Welch, Janet, VP, Academic
Ruptash, Tracy, EA to the Board of Governors

Guests:

Ayobami (Ayo) Lemo – Student

PRELIMINARIES

1. CALL TO ORDER

The Chair called the meeting to order 5:21 p.m.

2. REVIEW AGENDA

Items (11.0) Capital Reserve Spend and Item (12.0) Accumulated Surplus Appropriation have been re-ordered to reflect an alignment in the approval process.

The agenda was received as amended.

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) Board of Governor Minutes November 27, 2024 (Open)
- (b) Program Approvals
 - i) Pre-Health Sciences Certificate Program
- (c) Program Name Change
 - i) Rehabilitation Therapy Assistant Program Name Change
- (d) Policy Approvals
 - i) Capital Project Governance Policy and Procedure
 - ii) Academic Freedom AC.2.18 Policy

Moved: R. Sekhon
Seconded: T. Kowalchuk
CARRIED BGP250312-01

REPORTS

5. CHAIR’S REPORT

The Board Chair provided a verbal report.

Highlights include: Discussions with the Minister included the possibility of securing additional funding for the campus centre and board succession, with the Minister open to considering candidates proposed by the Board. The Chair informed the Board of a communication from the Minister regarding the Provincial Priorities Act, noting that regulations have been established to allow the institution to continue operating within research development.

6. PRESIDENT’S REPORT

Report received.

The President welcomed new board member Amy Leong and expressed gratitude to Ahmad and Lance for their service. Key highlights included record enrollments for the winter semester, with slight softening in some SADT areas, while student career placements remain strong. A Banff campus announcement was also shared.

Recent appointments include Dr. Tashmi from Africa as AVP Teaching and Learning, Lynda Holden as Dean of Manufacturing and Automation, and Jim Szautner as Dean of Construction. Additionally, IRCC is easing restrictions on offshore placements in the construction field, and degrees continue to qualify for post-graduate work permits.

7. SAITSA PRESIDENT'S REPORT

The Saitsa President provided a verbal report.

The recent Saitsa elections saw a record voter turnout. The Saitsa President held interviews with Global, City, and Radio Canada to discuss the Budget 2025, with a focus on tuition rollout. A 15-minute briefing was held with Minister Sawhney and efforts are underway to develop plans secure stable tuition funding for students.

8. ACADEMIC COUNCIL REPORT

The Vice President, Academic shared updates on Academic Council's activities. The Council, as a formal academic governance board, has been focusing on topics such as AI, student mental health, and internal inquiries directed to the marketing and youth initiative teams, who also presented at the Council. Several policies have been approved.

The two sub-committees are addressing student feedback and industry integration, exploring how schools collaborate with industry and the resulting impact on students. Updates were also provided on program revisions, load changes, and developments in remotely piloted aircraft systems.

BUSINESS ARISING FROM THE PAST MINUTES - NONE**NEW BUSINESS****9. OPERATING BUDGET APPROVAL 2025/2026**

The Chair, Audit Committee provided a summary of the operating budget as presented. It was reported that the increased labour costs are reflected under the new contractual agreement. A balanced budget is being presented.

MOTION:

THAT the Board of Governors accept the recommendation of the Audit Committee and approve the 2025/2026 balanced operating budget by function.

Moved: S. Kad
Seconded: A. Leong
CARRIED BGP250312-02

10. CAPITAL BUDGET APPROVAL

The Chair, Audit Committee provided a summary of the capital budget as presented.

MOTION:

THAT the Board of Governors accept the recommendation of the Audit Committee and approve the 2025/26 Capital Budget of \$29.3 million as presented. \$17.8 million to be funded internally from current year, \$4.3 million to be funded from prior years carry over and \$7.2 million to be funded from the Government of Alberta deferred maintenance grant.

Moved: T. Fleming
Seconded: R. Lauder
CARRIED BGP250312-03

11. ACCUMULATED SURPLUS APPROPRIATION

The Chair, Audit Committee provided a summary of the Accumulated Surplus. Approval is sought to allocate funds from the accumulated surplus to the internally restricted capital reserve general fund. The proposed allocation includes funds for the Taylor Family Campus Centre Project, the John Ware Revitalization Project and funds future major capital projects.

MOTION:

THAT the Board of Governors accept the recommendation of the Audit Committee and approve the appropriation of \$37.7 million of accumulated surplus funds to internally restricted capital reserve general funds to fund major capital projects.

Moved: T. Fleming
Seconded: S. Kad
CARRIED BGP250312-04

12. CAPITAL RESERVE SPEND APPROVAL

The Chair, Audit Committee provided a summary of Capital Reserve Spend for 2025/2026. The Board received a summary of the current capital reserve balance and major capital project costs to be funded accordingly. A request for approval for future or additional capital projects for financial flexibility in the event that an opportunity presents itself.

The John Ware renovation project budget, due to inflation increases since 2019, led to scoped changes. Management is actively reviewing the project's scope to remain within the allocated budget.

Currently in the fourth phase of renovations, the project relies on government funding, which follows a distinct funding model compared to other projects. Efforts are being made to ensure space remains accessible to students, which adds to the project's duration.

MOTION:

THAT the Board of Governors accept the recommendation of the Audit Committee and approve expenditure of up to \$45.0 million for the Taylor Family Campus Centre and \$12.5 million for the John Ware Revitalization project, funded from the Internally Restricted Capital Reserve General.

Moved: A. Trache
Seconded: L. Murphy
CARRIED BGP250312-05

13. BOARD MEETING SCHEDULE 2025/2026

The Board meeting schedule for 2025/2026 was presented for review and approval.

MOTION:

THAT the Board of Governors accept the recommendation of the Governance Committee and approve the 2025/2026 Board and Committee meeting schedule, as presented.

Moved: T. Fleming
Seconded: C. VanApeldoorn
CARRIED BGP250312-06

14. BOARD APPOINTED MEMBERS TO ACADEMIC COUNCIL

The Vice President, Academic advised that representation to the Academic Council has been updated and is presented for Board approval.

MOTION:

THAT the Board of Governors appoints Tashmin Khamis to Academic Council for a term to expire no later than June 30, 2027, as presented.

Moved: L. Murphy
Seconded: A. Baker
CARRIED GP250312-07

15. IN CAMERA

At 6:01p.m. the Board went to an in-camera session.

INFORMATION

Reports received.

16. Department Name Changes

- (a) Safety and Community Services

17. Academic Council Minutes October 2024 – January 2025

18. Saitsa Audited Financial Statements for the year ended June 30, 2024.

FUTURE AGENDA ITEMS

NEXT MEETING

The next meeting of the Board of Governors is scheduled for Wednesday, May 20, 2025



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ADJOURNMENT

The meeting was adjourned at 6:50 p.m.

Chair: _____ President and CEO: _____