



BOARD OF GOVERNORS MEETING – OPEN

5:00 p.m. – 6:00 p.m. Wednesday, May 21, 2025
SMED Boardroom, 3rd Floor, Heritage Hall

MINUTES

Committee Members:

Erickson, David, Chair
Ross, David
Bailey, Cameron
Billington, Susan
Fleming, Tonya
Kad, Sanjeev
Kowalchuk, Teela
Lauder, Robert (*Regrets*)
Leong, Amy
MacDonald, Ryan
Murphy, Lara (*Regrets*)
Santiago, Lance (*Regrets*)
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
Segato, Janet, Interim VP, Academic
Ruptash, Tracy, EA to the Board of Governors

Guests:

PRELIMINARIES

1. CALL TO ORDER

The Chair called the meeting to order 5:01 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) Board of Governor Minutes March 12, 2025 (Open)
- (b) AD.1.5 Internal Audit Policy and Procedure
- (c) Program Approvals
 - i) Butchery and Charcuterie Management (BCC) Diploma
 - ii) Gas Turbine Technician Certificate

Moved: R. Sekhon
Seconded: T. Kowalchuk
CARRIED BGP250521-01

REPORTS

5. CHAIR'S REPORT

The Board Chair provided a verbal report, outlining updates on board member movements discussed in the closed session. The process to approve student representatives is currently in progress.

Correspondence with the Minister confirmed that the governance structure review is complete, with no planned changes to the board structure, governance model, or number of institutions in the province. Additionally, the Board received correspondence emphasizing the importance of planned succession, with a focus on collaboration in appointments and succession planning.

The Chair also met with the Mintz panel to discuss the funding review for post-secondary institutions, covering funding models and financial pressures. Upcoming meetings this week will address funding direction as well as exempt compensation and framework considerations.

6. PRESIDENT'S REPORT

Report received.

The Mintz panel is actively progressing, with the funding review as a key priority. Sustainability concerns have intensified due to changes in international student policy and funding erosion. Strong polytechnic support has been noted on the panel, with a report expected in the third quarter, to be presented to the Government of Alberta (GoA).

It has been a busy quarter for partnerships, including a notable contribution from Imperial Oil, which has been well received across Canada. The company's donation represents the largest gift to a post-secondary institution. Additionally, enrolments have reached a record high in celebration of the 109th anniversary, with over 20,000 FLEs, equating to a total headcount exceeding 35,000.

The graduate employment numbers, expected in late summer and anticipated to be positive.

On the policy front, the newly appointed Minister for IRCC has yet to indicate any loosening of regulations, and approval rates for applications have dropped from 60% to 30%, reflecting increasing restrictions.

Action: Management to provide detailed graduate employment data, broken down by school and sector, for analytical review of trends. The report is scheduled for presentation to the Board in September.

7. SAITSA PRESIDENT’S REPORT - NONE

8. ACADEMIC COUNCIL REPORT

The Interim Vice President, Academic provided updates on Academic Council’s activities, confirming that the council has completed its tasks for the year. This included a report from the ombudsperson addressing support availability for students and the Vice President, People and Culture.

Final reports from sub-committees were presented during the last meeting in May. A recommendation from the sub-committee on surveys suggested that this initiative should become an ongoing activity and be formally integrated as a sub-committee within Academic Council.

Regarding academic complaints, there was discussion about making learning support more accessible.

Action: The Board requested a review of complaints on trends and analysis for deeper insights, to be prepared and presented to the Board at the next meeting.

BUSINESS ARISING FROM THE PAST MINUTES – NONE

NEW BUSINESS

9. CONSOLIDATED FINANCIAL STATEMENTS AT MARCH 31, 2025

The Chair, Audit Committee provided a summary of the financial statements as presented.

MOTION:

THAT the Board of Governors accept the recommendation of the Audit Committee and approve the audited consolidated financial statements as at March 31, 2025.

Moved: S. Kad
Seconded: A. Trache
CARRIED BGP250521-02

10. BUDGET SUBMISSION PACKAGE

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

The three-year budget was recommended for approval, with years 2 and 3 based on key assumptions rather than actuals to allow for flexibility in financial planning. As the institution progresses through the budget timeline, the deficit is expected to narrow, reflecting adjustments and financial strategies.

The budget has been formally presented to the board, as it now requires board sign-off for final approval. The Audit Committee conducted an extensive review, ensuring thorough financial analysis and risk assessment before bringing it forward. One key component of the budget includes borrowing for the Taylor Family Campus Centre in year 3, aligning with long-term funding strategies.

The deficit projections reflect the impact of IRCC policy changes, highlighting shifts in funding dynamics and student enrollment patterns. This financial outlook underscores the institution's efforts to navigate evolving funding landscapes and strategically manage resources.

MOTION:

THAT the Board of Governors accept the recommendation of the Audit Committee approval of the 2025/2026 budget plan to Advanced Education

Moved: A. Leong
Seconded: C. Bailey
CARRIED BGP250521-03

11. IMPERIAL ENERGY INNOVATION CENTRE RESERVE SPEND APPROVAL

The Chair of the Audit Committee provided an overview of the Imperial Energy Innovation Centre project scope, including a request for capital funding from the internally restricted capital reserve general. To ensure the building meets industry standards and facilitate the transition of equipment, funding is required immediately. While grant funding may become available, the institution must proceed with the expenditure now, with any future grant funding to be reinvested into the internally restricted capital reserve general.

MOTION:

THAT the Board of Governors accept the recommendation of the Audit Committee to approve expenditure of up to \$6 million for the Imperial Energy Innovation Centre funded from the Internally Restricted Capital Reserve General.

Moved: S. Kad
Seconded: T. Fleming
CARRIED BGP250521-04

12. FINANCIAL AID RESERVE APPROPRIATION

The Chair of the Audit Committee summarized a request to allocate funds from the fiscal 2025 budget surplus to support the implementation of Financial Aid Taskforce recommendations. The taskforce was established to assess SAIT's financial aid ecosystem, identify available resources and support pathways, and ensure that students facing financial pressures are aware of assistance options before discontinuing their studies.

Recommendations are expected to be delivered by August 2025, with pilot initiatives planned for rollout throughout the 2025/2026 academic year, aimed at strengthening and enhancing existing support programs.

MOTION:

THAT the Board of Governors accept the recommendation of the Audit Committee and approve allocation of \$2.5 million from fiscal 2024/25 operational surplus to create a Financial Aid Priorities Fund.

Moved: T. Fleming
Seconded: T. Kowalchuk
CARRIED BGP250521-05

13. 2026/2027 INTERNATIONAL TUITION

The Chair of the Audit Committee provided a summary of international tuition fees for 2026/27, presenting a scenario-based analysis that examined equity, program affordability, external policy shifts, and international priorities. The review focused on accessibility, enrollment stability, and long-term financial sustainability.

A deep market analysis of international tuition trends was conducted, highlighting pricing as a key factor influencing student decisions when selecting post-secondary institutions. To maintain competitiveness, the approach aligns tuition with inflation, ensuring fairness in the marketplace while keeping the institution attractive to international students.

MOTION:

THAT the Board of Governors accept the recommendation of the Audit Committee and approve the 2026/27 International Tuitions to increase by 2% across all programs.

Moved: S. Kad
Seconded: C. Bailey
CARRIED
BGP250521-06

14. CAPITAL PRIORITIES (BLIMS) REPORT

The Audit Chair advised that the institution must submit its top five capital infrastructure priorities annually to the Government of Alberta. Approval is being sought to proceed with identifying and submitting priorities for the 2026/2027 fiscal year.

The Joint Board Executive: Major Capital Committee has conducted a comprehensive review, considering building condition assessments, institutional needs, and stakeholder requirements, aligned with the SAIT strategic plan. Based on this analysis, six priorities have been identified for government approval, with Priority 5 focused on project planning rather than construction.



MOTION:

THAT the Board of Governors accept the recommendation of the Joint Board Executive Committee: Major Capital and approve the infrastructure priorities summarized above, to submit to the Government of Alberta through BLIMS.

Moved: R. Sekhon
Seconded: A. Trache
CARRIED
BGP250521-06

15. CHANGES TO INTERNATIONAL STUDENT APPLICATION DATES

The Vice President, CDARI provided an update on changes to application dates for international student registration, outlining adjustments aimed at enhancing risk management and streamlining approval timelines. The recruitment cycle for international students now operates on an approximately 12-month timeline, reflecting a shift in the application process designed to mitigate risks associated with PALS usage.

Additionally, approval timelines have been extended from the previous six-week window to eight months, ensuring sufficient processing time for applications.

16. IN CAMERA

At 5:48 p.m. the Board went to an in-camera session.

INFORMATION

Reports received.

17. Academic Council Minutes October 2024 – January 2025

FUTURE AGENDA ITEMS

NEXT MEETING

The next meeting of the Board of Governors is scheduled for Wednesday, September 3, 2025

ADJOURNMENT

The meeting was adjourned at 6:15 p.m.

Chair: _____ President and CEO: _____