

PUBLIC MEETING/BOARD OF GOVERNORS
5:00 p.m., June 14, 2005
SMED Boardroom MA317, Heritage Hall

CHAIR: Doug Mitchell

GOVERNORS PRESENT: John Aldred
Marcel Carpenter
Doug Chudleigh
Frank Duffin
Ellen Flynn
Kelly Kennedy
Irene Lewis
Bob Pierce
Beth Reimer-Heck
Clare Rhyasen

GOVERNORS EXCUSED: Brent Altwasser
Ivan Bernardo
Al Browne
Ruth Ramsden-Wood
Stu Sherry

INVITED GUESTS: Delisa Daniel, Institutional Planning
Lynn Hoover, Institutional Planning
Jessica Powless, SAITSA President
Rocky Rustad, SAITSA
Judy Williams, Institutional Planning

RESOURCE PERSONS: Clint Berg, Director, Internal Audit
Guy Mallabone, Vice President External Relations
Gord Nixon, Vice President Academic
Keith Pedersen, Vice President Finance and CFO

EXECUTIVE ASSISTANT: Marg McKelvey

1. **CALL TO ORDER**

The Chair called the public meeting to order at 5:05 p.m. A special welcome was extended to Jessica Powless, SAITSA President and Rocky Rustad, SAITSA – will replace Kelly Kennedy and Stu Sherry on SAIT’s Board.

PRESENTATION

5. **INSTITUTIONAL PLANNING PROJECT UPDATE**

To facilitate the planning process and to conduct strategic research, SAIT’s Executive Management has dedicated a full-time project team. This team consists of Lynn Hoover/Executive Director, Judy Williams/Director and Delisa Daniel/Strategic Researcher.

Irene Lewis provided an overview of the purpose of the Plan. Lynn Hoover provided a report on the various phases of the project, structure, timeline, stakeholder involvement. Phase I will focus on institutional positioning (market needs, competitive assessment and capabilities assessment), Phase II/development of the Strategic Plan using research collected in Phase I and Phase III/implementation of the Plan. The goal is for SAIT to gain a clear understanding of its target market (e.g. employers, learners and government) and position itself to meet their needs. The team has been working with Management Council and other key institutional stakeholders to assess SAIT’s strategic position.

Board involvement will consist of one-on-one meetings (one hour duration) with a member(s) of the Project Team – revised presentation and schedule/team member assignment and questions circulated at the meeting. The project is expected to be a one-year assignment, resulting in a new focused strategic plan for approval by the Board of Governors. The strategic implications from the environmental scan will be available for the Board’s October Planning Session. The draft Strategic Plan will be available for review in January or February with Board approval expected for March or April. *Could it be completed before March?* Research will be available in the fall, but the final plan will need more engagement with faculty, staff, students, and other stakeholders.

2. **REVIEW AND APPROVE AGENDA**

MOVED by Doug Chudleigh and **SECONDED** by Clare Rhyasen that the agenda for the June 14, 2005 public meeting of the Board be approved as circulated.

MOTION

Carried

3. **DECLARATION OF CONFLICT OF INTEREST**

The Chair asked the Board members if any member had a direct or indirect conflict on any agenda matter and no member advised they had a conflict.

CONSENT AGENDA

4. **APPROVAL OF ITEMS ON BOARD’S CONSENT AGENDA**

MOVED by Marcel Carpenter and **SECONDED** by Frank Duffin that the Board of Governors approve the following items on the Board’s Consent agenda as submitted:

MOTION

- Policy AC.2.13 - Field Trips
- Policy AC.2.14 - Unaccompanied Off-Campus Learning Experiences
- Policy AC.3.4 - Intellectual and Academic Dishonesty
- Policy AC.3.15 - Death of a Student
- Policy FN.7.1 - Procurement
- Procedure FN.7.1.1 - Price Solicitation
- Policy FN.12.1 - Signing Authority
- Policy FN.12.1.1 - Signing Authority

Carried

COMMITTEE REPORTS

Audit Committee – Clare Rhyasen reported that the Committee met on Tuesday, May 24. He reported on the following item from the meeting:

6. TUITION FEES – FEES SCHEDULE

Keith Pedersen provided an overview. Government will pay the difference between the current fees and the fee schedule for next year. They will want us to disclose to each student how much of the tuition fees the government is paying for 2005-06. The operating budget reflects tuition fee increases. The average tuition fee increase recommended for 2005/2006 is \$282 per FLE, as permitted by Advanced Education. *Do we admit individuals who are 65 years or older?* Yes.

MOVED by Clare Rhyasen and **SECONDED** by Bob Pierce that the Board of
MOTION

Governors approve the 2005-06 Tuition, Campus Recreation/Athletic, Universal Transit Pass, Recreation Facility and General and Miscellaneous Fees as per the schedule provided.

Carried

REPORTS

7. CHAIR'S REPORT

The Board Chair reported on the following:

- On behalf of the Board, thanked Kelly Kennedy for his contribution to the Board and wished him all the best in his future endeavors and career.
- Received a letter from Linda Hohol, President, TSX Venture Exchange, thanking SAIT's Board for the Honorary Bachelor of Applied Technology Degree and for hosting the reception in her honor. She also indicated that she is pleased to work with such a great organization. Thank you to all Board members who attended grad. Was impressed with the location – worked out exceptionally well.

8. PRESIDENT'S REPORT

The President reported on the following:

- Advanced Education organized a teleconference for today with Board Chairs and Presidents of Alberta's public colleges and technical institutes to report that the Government will conduct a comprehensive review of the advanced learning system this summer and fall. Called "*A Learning Alberta: Framing the Challenge*" the review will look at all aspects of Alberta's adult learning system including current funding. A Steering Committee has been established to review current research, best practices from other jurisdictions and input from Albertans - will be conducting

focus groups to seek input from stakeholders. Details will be on the Government of Alberta Website.

- With renovations to the Jubilee Auditorium, SAIT's graduation ceremonies were held at the Centre Street Church. *Should this location be used for next year's graduation?* The set up was great/could get into the facility the day before grad, the church is less expensive than the Jubilee, parking is free and there are lots of spaces. Some students may have a problem with a church. The only challenge - it was not close to campus.
- SAIT Students/Provincial Skills Competition – SAIT is officially listed as receiving medals in 11 categories – Gold, Silver, Bronze. National Skills Canada Competition/SAIT cabinetmaking apprentice received gold.
- At the 2005 WorldSkills Competition in Helsinki, SAIT student Menno Vanderlist won a silver medal. His performance was exceptional – in a ranking of every single competitor in every trade (approximately 700 people), Menno placed fourth overall. A SAIT Board member covered the cost for Menno to attend the WorldSkills Competition. *Do we have an event to recognize our silver medal winner?* Will do something this fall. There will be a story in News@SAIT, some media, etc. Would like him to come to the September Board meeting so we can see his medal – give the Board a sense of the competition from a competitor's perspective.

Action: G. Mallabone

- SAIT's successes at WorldSkills, Provincial and National Competitions – *How much support do our students receive from us?* Minimal.
- Commended faculty for prize winning performances in apprenticeship. Kevin Gunn, Innovation Coordinator, SAIT's Construction Department, was chosen as the recipient of the DIRTT (Doing It Right This Time) Technical Implementation Innovation Award for technical education/innovation - Envision/promoting energy efficient and healthy housing in Alberta.
- SAIT will be one of the host institutions for ACCC 2006 to be held in Calgary May 28-30, 2006 – the Association represents 150 colleges and technical institutes across Canada. The Provincial Awards Celebrating Excellence (PACE) will be part of this Conference. Irene and Marg are members of the Steering Committee. We are expecting 1,000 delegates for next year's conference. Irene and the President of Olds College were elected to the 12-member ACCC Board of Directors – representing Alberta and the Northwest Territories. There are three meetings per year.
- WorldSkills Competition in Helsinki – Guy Mallabone provided an overview. This is a four-day competition. In preparing for WorldSkills 2009 there is a standard that must be followed. We are on track with good support from the city. At this point, we have a \$40 million budget – SAIT has no financial commitment. SAIT housing will be used.

INFORMATION

Included in the agenda package – Progress Report on Board Department Visits. The following information was distributed at the meeting: News article on SAIT's Board Chair Receiving Order of Canada and May 26/05 letter from SAFA to Gord Nixon, Vice President Academic Re: Student Instructional Report (SIR).

FUTURE AGENDA ITEMS

DATE, TIME, PLACE OF NEXT MEETING

In-Camera Meeting, 5:00 pm, Tuesday, September 27, 2005, SMED Boardroom
MA317

TERMINATION

MOVED by Frank Duffin and **SECONDED** by Marcel Carpenter that there being no other business on the motions duly moved and seconded, the public meeting of the Board adjourn at 6:00 p.m.

MOTION

Carried

Chair

President and CEO