

PUBLIC MEETING/BOARD OF GOVERNORS
5:00 p.m., Tuesday, October 25, 2005
SMED Boardroom MA317, Heritage Hall

CHAIR: Doug Mitchell

GOVERNORS PRESENT: John Aldred
Ivan Bernardo
Al Browne
Marcel Carpenter
Doug Chudleigh
Irene Lewis
Bev Longstaff
Jessica Powless
Beth Reimer-Heck
Rocky Rustad

GOVERNORS EXCUSED: Mike Begin
Frank Duffin
Ellen Flynn
Bob Pierce
Clare Rhyasen

RESOURCE PERSONS: Michael Dyer, Vice President Employee and Student Services
Guy Mallabone, Vice President External Relations
Keith Pedersen, Vice President Finance and CFO

INVITED GUESTS: None

EXECUTIVE ASSISTANT: Marg McKelvey

1. **CALL TO ORDER**

The Chair called the public meeting to order at 5:00 p.m. A special welcome was extended to newly appointed Board member, Bev Longstaff.

2. **REVIEW AND APPROVE AGENDA**

MOVED by Al Browne and **SECONDED** by Marcel Carpenter that the agenda for the October 25, 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.

COMMITTEE REPORTS

Audit Committee – In Clare Rhyasen’s absence, John Aldred reported that the Committee met on Monday, October 17th. He reported on the following items from the meeting:

Doug Chudleigh joined the meeting at 5:05 p.m.

4. **POLICY AD.1.2 - INDEMNIFICATION OF THE BOARD OF GOVERNORS, OFFICERS, EMPLOYEES AND VOLUNTEER AND COMMITTEE MEMBERS**

This policy has been modified to include: SAIT subsidiaries - including coverage of SAIT employees who are Directors and Officers of companies/subsidiaries where SAIT owns more than a 50% interest.

MOVED by John Aldred and **SECONDED** by Al Browne that the Board of Governors approve Policy AD.1.2 - *Indemnification of the Board of Governors, Officers, Employees, Volunteers and Committee Members.*

MOTION

Carried

5. **IT DISASTER RECOVERY PLAN**

SAIT’s Information Systems Department is working in collaboration with other post-secondary institutions in the assessment phase of the business continuity and system recovery plan. This has been identified as an important issue by management and the Office of the Auditor General. The process and templates being used have been developed by Alberta’s Public Colleges and Technical Institutes. Critical services have been categorized. The category pertaining to “other services” will take a little longer to develop. The goal is to have a plan in place and tested by June 30, 2006. *What is our backup from a technical standpoint?* Keith explained – details included in the agenda package. *Do other Alberta post-secondary institutions have disaster plans in place?* None are completely set up yet.

OTHER REPORTS

6. REPORT ON BOARD OF GOVERNORS' PLANNING RETREAT

Beth Reimer-Heck reported that the Agenda Work Team met several times to develop the agenda for the Board's October 28-29, 2005 Planning Retreat at the Art Smith Aero Centre. Special thanks were extended to Team members Marcel Carpenter, Doug Chudleigh and Irene Lewis. Agenda packages have been circulated. Board members were asked to review the material prior to the Retreat. The Retreat will focus on issues identified through the Board assessment process and Strategic Planning.

7. REPORT ON 2005 ANNUAL REPORT

Alberta's Post-Secondary Learning Act states that Boards of Governors must submit to Alberta Advanced Education an Annual Report. SAIT's Annual Report focuses on progress made with respect to key performance indicator data, key directions as outlined in SAIT's Strategic Plan and includes the audited financial statements. The format is similar to that used in past years.

8. ACADEMIC COUNCIL REPORT

In Gord Nixon's absence, Irene Lewis reported that Academic Council has established a list of goals to be accomplished during this academic year. In an effort to better understand the role of SAIT's various departments, a presentation is made at each Council Meeting. At the October 11th meeting, presentations were made by SAITSA and SAFA on their roles and responsibilities.

9. CHAIR'S REPORT

The Board Chair reported that SAIT must continue to focus on its key priorities.

10. PRESIDENT'S REPORT

The President reported on the following:

- SAIT's Aboriginal Community Records Information Management (ACRIM) Program was honored at the Association of Records Managers and Administrators (ARMA) International Conference and Annual Awards Event September 19th in Chicago. This is international recognition for programming developed in close collaboration with the Industry Association and industry. This collaboration won for the Special Project of the Year.
- The President of Microsoft visited SAIT to discuss some follow-up activity to the Memorandum of Understanding SAIT signed with them in January. Following this meeting, Microsoft decided to further invest in SAIT by providing their new VISTA product. SAIT will beta test Windows VISTA with the Centre for Innovative Information Technology Solutions. This offers a unique opportunity to evaluate the new version of Windows and gives SAIT advanced knowledge of where the world's most installed operating system is in the future.
- Attended the unveiling of Bow Valley College's expansion plan. This is Phase I and government provided \$47 million for this phase. Bow Valley provided \$3 million for a total of \$50 million to get the project started. Bow Valley hopes to begin Phase II in 2008 with completion targeted for 2010.

- 76 year old SAIT alumnus, Gertrude Hudson, is restoring her 1950 mural of “Wild Flowers of Southern Alberta” - the third floor west central staircase of Heritage Hall. Shaw Television interviewed her about the mural – the segment will be aired October 24th, Channel 10, every hour for 24 hours.
- Last week The Herald did a story on Spindle, Stairs and Railings – *Passion and Innovation Lead to Business Success*. Profit Magazine has listed the company among Canada’s 100 fastest growing companies and was rated by Alberta Venture Magazine as the 11th fastest growing company in Alberta. Its owner, Kevin Halliday, is a graduate of SAIT’s Cinema, Television, Stage and Radio Program.
- Faculty and staff of the Digital Graphics Communications Program won three national awards at the Annual International Gallery of Superb Printing Awards Gala event on October 21st with an honorable mention, silver and gold for the design and print quality of student projects.
- Grand opening of the Health and Public Safety Patient Care Simulation Centre took place on October 24th – classroom set up like the back of an ambulance. Mannequins simulate realism not available elsewhere in the country. Accomplished through our partners – STARS, advisory committees, clinical partners, Calgary physicians and the Alberta Government.
- Trojan Community Outreach Program – Coach Grant and five of his soccer athletes were invited to attend and run the practice night October 21 for the U-12 Indoor Soccer Team. Parents were complimentary about the professionalism of the coach and players. There were other volunteer coaches and parents inquiring about information as to how they can invite Coach Grant and his staff to their practice. Young people and their parents had no idea that SAIT has an organized soccer program – young people want to come to SAIT.

11. SAITSA PRESIDENT’S REPORT

Jessica Powless circulated her report at the meeting. She highlighted the following activities:

- Student Legislative Council Elections on October 9th and 11th
- Alberta Colleges and Technical Institutes Student Executive Council
- Canadian Alliance of Students’ Associations
- SAITSA events
- The ASCENT Partnership
- Art Smith Aero Centre – difficult for the students and staff to stay in the loop as to what is happening on the main campus. One initiative SAITSA is focusing on is distributing the Weal at the Centre so staff and students stay informed.

INFORMATION

FUTURE AGENDA ITEMS

DATE, TIME, PLACE OF NEXT MEETING

Public Meeting 5:00 pm, Tuesday, November 29, 2005, SMED Boardroom MA317.

TERMINATION

MOVED by Al Browne and **SECONDED** by Doug Chudleigh that there being no other business on the motions duly moved and seconded, the October 25, 2005 public meeting of the Board adjourn at 5:35 p.m.

MOTION

Carried

Chair

President and CEO