



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

EXECUTIVE COUNCIL MEETING MINUTES Moose Jaw, Prince Albert, Regina & Saskatoon Campuses Video Conference Centres Wednesday, January 2, 2019

Present: Justin Skwark, President; Chiragkumar Patel, VP Finance & Internal Operations; Sukhjot Samra, VP Moose Jaw Campus; Anna Lueke, VP Prince Albert Campus; Dustin Hunt, VP Regina Campus; Dallas Burnett, VP Saskatoon Campus; Carol Tetreault, General Manager; and Louie Ramos, Executive Assistant

- 1. Subject: Call to Order**
Justin called the meeting to order at 4:04 pm.

- 2. Subject: Adoption of Agenda**
MOVED by Dustin, SECONDED by Sukhjot to accept the Agenda as presented. CARRIED.

- 3. Subject: Adoption of Meeting Minutes**
MOVED by Dallas, SECONDED by Dustin to accept the December 5, 2018 Meeting Minutes as presented. CARRIED.

- 4. Subject: President's & Vice President's Reports**
MOVED by Dallas, SECONDED by Dustin to accept the Vice Presidents' Reports as presented. CARRIED.

ACTION: Justin

- 5. Subject: Action Plans**
5.1 Open Educational Resource Initiative Committee
Deferred.

ACTION: Chiragkumar

5.2 Signage Samples

It is hoped that signage samples will be available by the end of the next week.

ACTION: Carol

5.3 Letter Requesting a Meeting with the Minister of Advanced Education
Deferred.

ACTION: Justin & Louie

5.4 Lack of Student Voice at the Institutional Level/Policy Consultation Process

5.4.1 Presentation Option – Next Steps

Justin has brought up this concern at Academic Council. Executive Council has agreed to meet Friday, January 4, 2019 at 1:00 pm to develop the SPSA's direction on this matter.

ACTION: Executive Council

5.4.2 Review of History of Amendments to the Policy Development Process

Deferred.

ACTION: Carol & Tara

5.5 Compilations of Suggested SA Agreement Revisions

Carol has contacted the AVP's office to obtain the document to incorporate suggested revisions and has not received the documentation requested. Carol will contact AVP Strohan to schedule a time to meet and discuss suggested amendments to the SA Agreement.

ACTION: Carol

5.6 Tuition & Fees Policy

5.6.1 Request from AVP Strohan for Sask Polytech Research from other Institutions that was utilized

Deferred.

ACTION: Dallas

5.6.2 Review of Information Gathered

Deferred.

ACTION: Executive Council

5.6.3 Forwarding the Issue re: Fees Assessed to Specific Student Groups to Students Affairs Committee

Deferred.

ACTION: Dallas

5.6.4 Discussion w/ International Students re: Assessed Service/ Programming Fee

This issue will be added to the discussion at the Executive discussion scheduled on Friday, January 4, 2019 at 1:00pm.

ACTION: VP Campuses

5.7 Update on the November 26, 2018 Meeting with Sask Polytech Administration

Justin and Carol are currently waiting for a response from Sask Polytech.

ACTION: Justin & Carol



5.8 Sask Polytech Academic Regulations Handbook

While this item was brought forward at the recent SLAC Meeting, no definitive direction was provided. Anna is to follow-up on this matter.

ACTION: Anna

5.9 Campus Specific Awards Nights

Deferred.

ACTION: Sukhjot, Anna & Carol

5.10 Library Collection Development Fund Status

A meeting with AVP Gillespie is scheduled for January 16, 2019.

ACTION: Dallas

5.11 Michael Landsberg's Presentations

Justin is awaiting response from Ev Slavin-Scharback.

ACTION: Justin

5.12 G&A Online Counselling Service Discussion with SOFA Representatives

Deferred.

ACTION: Dallas, Anna & Sukhjot

5.13 SPSA Trust Funds Reimbursement

The request for reimbursement was sent on November 26, 2018. To date, no refund has been issued.

ACTION: Carol

5.14 Clubs' Policies Draft Amendments

Complete.

5.15 Vacant Directors' Positions

Deferred.

ACTION: Anna & Dustin

5.16 Director Interview

Dallas is awaiting a response from the Candidate on her availability.

ACTION: Dallas

5.17 Legal Opinion re: Director's Citizenship

Justin and Carol have met with the lawyer regarding this issue. The Non-Profit Organization Act 92(4) states that at least 25% of the directors of a corporation must be resident Canadians, but if a corporation has fewer than four directors, at least one director must be a resident. Carol has forwarded the SPSA Bylaws, Election Policies and Council Job Descriptions to the lawyer to review in order to provide a legal opinion on compliance. Louie is researching URSU and USSU Bylaws and Policies regarding this matter as well.

ACTION: Louie



Dallas has indicated that he will inquire with his colleagues through the Saskatchewan Student Coalition regarding this matter as well.

ACTION: Dallas

5.18 SLAC Meeting Honorarium Notification – AVP Strohan Response

Anna still has not received a response and will follow up with AVP Strohan.

ACTION: Anna

5.19 Welcome Week Debrief with Respective Campus Council

Complete.

5.20 Distribution of Reminders to Council i.e.) Report due dates

Complete. Louie is currently taking care of all reminders.

5.21 Strategic Plan Review with Campus Councils

Dallas has reported that the Saskatoon Campus Council Meeting was postponed therefore this item is yet to be discussed. Sukhjot will be meeting with her Directors before the General Council Meeting. Dustin has been able to meet with his Directors and review the Strategic Plan. This will be presented during the General Council Meeting on January 19, 2019.

ACTION: Dallas, Anna & Sukhjot

5.22 Budget Retreat Dates

The Budget Retreat will take place February 19-22, 2019. Carol continues to work on logistics.

ACTION: Carol

6. Subject: Business for Future Discussion

6.1 Daycare Services during Exam Week (April 13, 2016)

6.2 Student Advisory Council Incentives/Rewards Program (March 21, 2017)

6.3 Input into the Development of Sask Polytech Student Satisfaction/Faculty Assessment Surveys (April 18, 2017)

6.4 Bookstore Concerns – Items Not Available for Students (January 10, 2018)

6.5 Combining Saskatoon Campuses & Previous Lounge/Bar Bid (March 7, 2018)

7. Subject: General Manager's Report

MOVED by Dustin, SECONDED by Dallas to accept the December 5, 2018 and January 2, 2019 General Manager's Report as presented. CARRIED.

8. Subject: Student Life Events

There are no Student Life Events at this time.



9. Subject: New Business

9.1 November 2018, Month End Financial Statements

MOVED by Chiragkumar, SECONDED by Dustin to accept the November, 2018 Month End Financial Statements as presented. CARRIED.

Carol will review coding statements to ensure consistency.

ACTION: Carol

9.2 GC Itinerary & Agenda

Finalization of details for the upcoming GC Meeting will be done by Wednesday, January 9, 2019.

ACTION: Carol & Louie

10. Subject: Closed Session

The closed session began at 4:40 pm.

The closed session ended at 5:10pm

11. Subject: Announcements

11.1 Travel Memos

Carol will be working at the Regina Office this Thursday to Friday. Carol will then be going to Moose Jaw on the following Monday to meet with Council members. As well, the new plotter will be installed on Tuesday in Regina.

12. Subject: Next Meeting

Video Conference Centres – January 16, 2019, 5:00 pm

13. Subject: Adjournment

The meeting was adjourned at 5:15 pm.

Date Accepted:

Signature: