



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

EXECUTIVE COUNCIL MEETING MINUTES

Video Conference Centres – Prince Albert, Moose Jaw, Regina and Saskatoon Campuses

Thursday, November 15, 2018

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

- 1. Subject: Call to Order**
Justin called the meeting to order at 4:07 p.m.

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

- 3. Subject: Adoption of Meeting Minutes**
MOVED by Dustin, SECONDED by Anna to accept the October 24, 2018 Meeting Minutes as presented. CARRIED.

- 4. Subject: Closed Session**
There were no items for the Closed Session.

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

- 6. Subject: Action Items**
6.1 October 24, 2018 VP Saskatoon Campus and VP Finance & Internal Operations Report
Refer to Subject #5 – President's & Vice Presidents' Reports.

6.2 Open Educational Resource Initiative Committee
Deferred.

ACTION: Chiragkumar

6.3 Signage – Operations – Rebranding

Deferred.

ACTION: Carol

6.4 Saskatchewan Polytechnic Campuses Improvements - Lobby Efforts

Members have provided their suggestions and will now develop the SPSA position on Campuses improvements.

ACTION: Executive Council

6.5 Lack of Student Voice at the Institutional Level

6.5.1 Discuss Options with Trish Schmidt

Justin has not yet spoken with Trish but informed Council that he has discussed our concerns and direction with both Dr. Rosia and Acting Provost Johnson.

ACTION: Justin

Dallas joined the meeting at 4:15 p.m.

6.5.2 Review of History of Amendments to the Policy Development Process

Carol reported that this information was distributed. As Tara was scheduled to attend a Level 2 Appeal, this topic will be deferred until next meeting.

ACTION: Carol & Tara

6.6 SA Agreement Review

Suggested amendments should be distributed for Council to review shortly.

ACTION: Carol

6.7 SP Policy Consultation Process

6.7.1 Request Research from AVP Strohan that was utilized in SP determination of International Programming and Service Fee

Dallas has emailed AVP Strohan requesting this documentation but has not yet received a response.

ACTION: Dallas

6.7.2 Research Other Institutions Fee Structure in relation to International Fees Complete.

6.7.3 Request International Education List of the Services related to the P&S fee

Carol reported that she spoke with Jason Mazzei who indicated that she would need to speak with AVP Strohan regarding the services provided for this fee. Anna will request that this item be included on the next SLAC Agenda.

ACTION: Anna

Once SLAC representatives have had an opportunity to provide feedback, members will review these comments in conjunction with that of other comments received in order to determine next processes.

ACTION: Executive Council

6.7.4 Collaboration Efforts between SP and SPSA Staff



Complete. At a recent meeting with Dr. Rosia and Acting Provost Johnson, Justin and Chiragkumar brought forward concerns regarding what appears to be a lack of collaboration between Sask Polytech and SPSA Staff.

As per the Student Association Agreement, Sask Polytech amended Article 8.1 General Communication point of contact from AVP Strohan to Kendra Strong-Garcia, Manager, Student Experience. Kendra reports to Derek Tannis, Director of Student Engagement and Learning Services who in turn reports to AVP Strohan. Members are unclear and question how this new structure will benefit the student and/or the student voice.

Justin and Carol are scheduled to meet with AVP Strohan, Derek Tannis and Kendra Strong-Garcia on November 26, 2018. The specifics in relation to this new structure will be provided once received.

ACTION: Justin & Carol

6.7.5 Discussion with AVP Strohan re: Fees Assessed to Specific Student Groups

Members again discussed concerns with the assessment of a designated fee to a specific student group. Members agreed that Dallas will act as representative and will continue to gather information on this issue.

ACTION: Dallas

6.8 Verification of Content in Program Handbooks/Guidelines

Carol distributed samples of other institutions' guidelines. Anna will request that this topic be included as an item on the upcoming SLAC Agenda.

ACTION: Anna

6.9 Campus Specific Awards Nights

Deferred.

ACTION: Sukhjot, Anna & Carol

6.10 Campus Specific Face Page Logistics

Deferred.

ACTION: Carol

6.11 Library Collection Development Fund Status

Deferred.

ACTION: Dallas

6.12 Michael Landsberg's Presentations

Deferred.

ACTION: Justin

6.13 AGM Agenda Distribution

Complete.

6.14 Online Counselling Services – Gallivan & Associates

6.14.1 Discussion with SOFA Representatives

Deferred.

ACTION: VP Campuses

6.15 SPSA Trust Funds

Members discussed the information provided by the Donor & Alumni Relations Office. Members have tabled this decision until next meeting.

ACTION: Executive Council

6.16 Clubs' Policies Amendments

Completed. Chiragkumar and Carol will meet to review documentation.

ACTION: Chiragkumar & Carol

6.17 Vacant Directors' Position

Deferred.

ACTION: Campus VPs

A legal opinion has been requested in relation to compliance with the Saskatchewan Non Profit Corporations Act, namely the regulations pertaining to a Director's Citizenship.

ACTION: Justin & Carol

6.18 SLAC Meeting Honorarium

Anna led the discussion regarding SPSA representatives receiving Sask Polytech honoraria while acting as representative on SLAC. Members agreed to accept the honorarium as outlined in Sask Polytech Policy 1212 – Student Honoraria. Anna will notify AVP Strohan.

ACTION: Anna

7. Subject: Business for Future Discussion

- 7.1 Daycare Services during Exam Week (April 13, 2016)
- 7.2 Student Advisory Council Incentives/Rewards Program (March 21, 2017)
- 7.3 Input into the Development of Sask Polytech Student Satisfaction/Faculty Assessment Surveys (April 18, 2017)
- 7.4 Bookstore Concerns (January 10, 2018)
- 7.5 Combining Saskatoon Campuses (March 7, 2018)

8. Subject: General Manager's Report

MOVED by Dustin, SECONDED by Chiragkumar to accept the November 15, 2018 General Manager's Report as presented. CARRIED.

9. Subject: Student Life Events

There are no Student Life Events at this time.

10. Subject: New Business

10.1 SPSA Welcome Week Debrief & Committee Representation

Deferred.

ACTION: VP Campuses

Members discussed and agreed that SPSA involvement in the planning of Sask Polytech Welcome Week events is operational in nature and not the best use of SPSA resources. Members agreed that if a Sask Polytech Welcome Week Strategic Committee is formed, Dallas will act as representative.

10.2 City Transit

Dustin indicated that a concern regarding the lack of a Sask Polytech U-Pass was brought forward at the last SLAC meeting. Dustin informed members that the SPSA conducted a survey of its membership in March, 2018 regarding the potential of implementing a U-Pass Program. The survey results indicated that 64% of respondents were not in favour of implementing a U-Pass program. In turn, at the March 7, 2018 Executive Council Meeting, Council determined that this issue would not move forward to Referendum. Dustin will provide this information at the next SLAC meeting.

Dustin will contact Regina Transit to request that the City consider providing a reduced fare for Sask Polytech students.

Anna left the meeting at 5:30 p.m.

10.3 Distribution of Agenda Materials

Members agreed to distribute any meeting materials as follows:

- Executive Council Meetings - 48 hours prior to meeting
- General Council Meetings – 5 days prior to meeting

Carol to work with new Executive Assistant to ensure reminders are sent out accordingly.

ACTION: Carol

10.4 Strategic Plan Review

Members will review the SPSA Strategic Plan with their respective Campus Councils and provide feedback to Executive Council.

ACTION: VP Campuses

10.5 Budget Retreat

Members are asked to view their schedules to determine their availability.

ACTION: Executive Council

11. Subject: In-Camera Session

The in-camera session began at 4:58 p.m.

In camera session closed at 5:58 a.m.



12. Subject: Announcements

12.1 Student Club

Dustin announced that the Regina Spiritual & Witchcraft Club was recently ratified.

13. Subject: Next Meeting

Video Conference Centres – November 21, 2018 Time – TBA.

14. Subject: Adjournment

The meeting was adjourned at 6:04 p.m.

Date Accepted:

Signature: