



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

EXECUTIVE COUNCIL MEETING MINUTES

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

Wednesday, November 21, 2018

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

Absent: Sukhjot Samra, VP Moose Jaw Campus

1. Subject: Call to Order

Justin called the meeting to order at 4:46 p.m.

2. Subject: Adoption of Agenda

MOVED by Dustin, SECONDED by Dallas to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes

Deferred.

ACTION: Executive Council

4. Subject: Closed Session

There were no items for the Closed Session.

5. Subject: President's & Vice Presidents' Reports

MOVED by Chiragkumar, SECONDED by Anna to accept the President's and Vice Presidents' Reports as presented. CARRIED.

6. Subject: Action Items

6.1 Open Educational Resource Initiative Committee

Deferred.

ACTION: Chiragkumar

6.2 Signage – Operations – Rebranding

Deferred.

ACTION: Carol

6.3 Saskatchewan Polytechnic Campuses Improvements - Lobby Efforts

Carol will coordinate a separate meeting with Council members in order to discuss and develop the SPSA position in relation to Campuses improvements.

ACTION: Carol

6.4 Lack of Student Voice at the Institutional Level

6.4.1 Discuss Options with Trish Schmidt

Carol was tasked with contacting Trish Schmidt to discuss options for Executive Council to bring forward to the Saskatchewan Polytechnic Board of Directors concerns regarding the absence of the student voice in Saskatchewan Polytechnic's decision making processes.

ACTION: Carol

6.4.2 Review of History of Amendments to the Policy Development Process

Deferred.

ACTION: Carol & Tara

6.5 SA Agreement Review

Deferred.

ACTION: Carol

6.6 SP Policy Consultation Process

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

Deferred.

ACTION: Dallas

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

Anna indicated that this topic was added to the upcoming SLAC meeting agenda.

ACTION: Anna

6.6.3 Review of Information Gathered from SLAC Representatives

Deferred.

ACTION: Executive Council

6.6.4 Collaboration Efforts between SP and SPSA Staff

Complete. At a recent meeting with President Dr. Rosia and Interim Provost Dr. 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. An update will be provided at the next meeting.

ACTION: Justin & Carol

6.6.5 Discussion with AVP Strohan re: Fees Assessed to Specific Student Groups
Deferred.

ACTION: Dallas

6.7 Verification of Content in Program Handbooks/Guidelines

Anna indicated that this topic has been included on the next SLAC Agenda.

ACTION: Anna

6.8 Campus Specific Awards Nights

Deferred.

ACTION: Sukhjot, Anna & Carol

6.9 Campus Specific Face Page Logistics

Members had several questions of which Carol indicated would best be answered by Ashley Poole, Marketing Manager. Carol to schedule a meeting between Campus VPs and Ashley to discuss this initiative.

ACTION: Carol

6.10 Library Collection Development Fund Status

Dallas indicated that he has sent an email to Ryan Misfeldt, Library Services and is awaiting his response.

ACTION: Dallas

Sukhjot joined the meeting at 5:04 p.m.

6.11 Michael Landsberg's Presentations

Justin will contact Ev Slavin-Scharback by Friday, November 23, 2018.

ACTION: Justin

6.12 Online Counselling Services – Gallivan & Associates Discussion with SOFA Representatives

Deferred.

ACTION: VP Campuses

6.13 SPSA Trust Funds

MOVED by Dallas, SECONDED by Chiragkumar to close the Woodland Campus Trust and the Kelsey Campus Trust Funds effective today, November 21, 2018 and have the funds returned to the SPSA by the Saskatchewan Polytechnic Donor & Alumni Relations Department. The returned funds in their entirety will be allocated per donor Campus and will be held in a separate SPSA investment fund until such time as the SPSA develops and implements through SPSA General Council an internal student awards program. CARRIED.

Carol to prepare required documentation for notification of Council's decision and submit to Donor and Alumni Relations Department.

ACTION: Carol

6.14 Clubs' Policies Amendments

Deferred.

ACTION: Chiragkumar & Carol

6.15 Vacant Directors' Position

Deferred.

ACTION: Campus VPs

6.15.1 Legal Opinion

A meeting with legal counsel has been requested to ensure compliance with the Saskatchewan Non Profit Corporations Act regulations pertaining to a Director's Citizenship.

ACTION: Justin & Carol

6.16 SLAC Meeting Honorarium Notification

Anna sent notification to AVP Strohan indicating that General Council members are able to receive Sask Polytech Student Honoraria. Anna awaits a confirmation of our email notification.

ACTION: Anna

6.17 Welcome Week Debrief with Respective Campus Council

VP Campuses will meet with their respective Campus Councils regarding this topic by Friday, November 30, 2018. Feedback will be discussed at the next Executive Council Meeting.

ACTION: VP Campuses

6.18 Distribution of Reminders to Council ie) Report due dates

Deferred.

ACTION: Carol

6.19 Strategic Plan Review with Campus Councils

VP Campuses will meet with their respective Campus Councils regarding this topic by Friday, November 30, 2018. Feedback will be discussed at the next Executive Council Meeting.

ACTION: VP Campuses

6.19 Budget Retreat Dates

Member indicated their availability during the February Break Week – February 18 – 22, 2018. Carol to coordinate logistics.

ACTION: Carol

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 Chiragkumar, SECONDED by Dustin to accept the November 21, 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 October, 2018 ME Financial Statements

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

11. Subject: In-Camera Session

The in-camera session began at 5:22 p.m.
In camera session closed at 5:35 p.m.

12. Subject: Announcements

12.1 Business & Industry Dinner

Dallas is slated to spend the day November 29, 2018 with Saskatoon's Business & Industry guest speaker.

13. Subject: Next Meeting

Video Conference Centres – December 6, 2018 Time – TBA.

14. Subject: Adjournment

The meeting was adjourned at 5:39 p.m.

Date Accepted:

Signature: