



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

GENERAL COUNCIL MEETING MINUTES

Dining Room - Prince Albert Campus

Sunday, October 21, 2018

- Present:** Justin Skwark, President; Chiragkumar Patel, VP Finance & Internal Operations; Anna Lueke, VP Prince Albert; Sukhjot Sumar, VP Moose Jaw; Dallas Burnett, VP Saskatoon; Bhavika Bahl, Director Prince Albert; Tessa Dougherty, Director Regina; Tolu Carrol, Director Regina; Dustin Hunt, VP Regina; Suhail Verna, Director Moose Jaw; Bobby Peng, Director Saskatoon; Chetna Chauhan, Director Saskatoon; Niharika Singh, Director Moose Jaw; Ololade Kassim, Director Moose Jaw; and Carol Tetreault (General Manager)
- Staff:** Tara Pejski, Advocacy Manager; Kevin Munson, Campus Manager Saskatoon; Crystal Gellner, Campus Manager Regina; Adeyemi Williams, Campus Manager Moose Jaw; Nadine Robins, Campus Manager Prince Albert; and Ashley Poole, Marketing Manager
- 1. Subject: Call to Order**
Justin called the meeting to order at 11:52 a.m.
 - 2. Subject: Adoption of Agenda**
MOVED by Anna, SECONDED by Dustin to accept the Agenda as amended. CARRIED.
 - 3. Subject: Adoption of Meeting Minutes**
MOVED by Chiragkumar, SECONDED by Dustin to accept the April 24, 2018 Meeting Minutes as presented. CARRIED.
 - 4. Subject: Executive Reports**
Executive Council members will distribute their respective reports by October 30, 2018.
ACTION: Executive Council
 - 5. Subject: Campus Council Reports**
Justin outlined Directors' reporting requirements. Members are required to submit their reports for the next General Council meeting. Carol to forward report template to Directors.
ACTION: Carol
 - 6. Subject: Business Arising From Previous Meeting**
6.1 Transition Policy Draft

The Governance & Policy Committee will review the recommendations for the development of this Policy. A Policy draft will be presented at the next General Council meeting.

ACTION: Chiragkumar

6.2 Review of Strategic Plan

Each Campus Council will review the SPSA Strategic Plan and respective VP Campus will provide this feedback to Executive Council.

ACTION: Campus Councils & VP Campuses

6.3 Review of Amendments – General Council Job Descriptions

Complete.

6.4 April 24, 2018 General Council Meeting Logistics

Complete.

6.5 Notification of SPSA Fees Schedule AY 2018-2019

Complete.

6.6 Revision of Fees Schedule for Publication by SP Registration

Complete.

6.7 Sask Polytech's Tuition & Fees Policy

6.7.1 Refund Period – Tuition & Fees Policy

Dallas discussed the following Tuition & Fee Policy concerns with AVP Strohan:

- Refunds – definitions are unclear.
- Withdrawal dates – tight timeline.
- Requested rationale for tuition fee increases.
- The entire Policy needs more clarity.

AVP Strohan indicated that this Policy will undergo an extensive consultation process this academic year. AVP Strohan has indicated that a student has been hired to research other institutions' tuition policies. The SPSA Student Affairs Committee will review the present Policy and develop recommendations.

ACTION: Student Affairs Committee

Again, noted was the fact the Sask Polytech decision makers do not hear concerns/suggestions directly from student representatives but rather suggestions may or may not be disseminated through a Sask Polytech employee. If the decision makers do not hear directly from student representatives how do we know whether or not our suggestions/concerns will be addressed or even heard.

6.7.2 Research Other Institutions' Tuition & Fees Policy

Justin provided background on the approval process relating to the amendments of Policy 506G Policy Development and Administration and Policy 1214 Tuition & Fees. At the time of these amendments, decision makers did not hear directly from the student voice as there was no student representative named to the Board of Directors at that time. Members discussed concerns with how the student voice will be provided

to decision makers now that the authority to amend has been eliminated from the Board of Directors' level.

Tara will distribute additional information on the recent changes to Saskatchewan Polytechnic's Policy development procedures. Tara will join the Executive Council Meeting on November 7, 2018 to provide additional background information.

ACTION: Carol

6.8 Delays in Final Mark Distribution Basic Education

Members agree that this was no longer an issue. If and when concerns are brought forward, Council will address them at that time.

6.9 Support from Programs for Students to Attend Events

6.9.1 Discussion with SLAC

Anna reported that this item was not on the March SLAC Agenda as this meeting was designated to the Student Supports presentation. Anna will inquire as to the status of this item.

ACTION: Anna

6.9.2 Support by Senior Administration

Deferred.

ACTION: Dallas

6.10 Food Services across Campuses

Sask Polytech cafeterias are now offering a 10% discount to students with a valid Student Card. Dustin noted that he has not heard of pricing concerns with Regina Campus outsourced food services.

6.11 Facilities Concerns

6.11.1 Request Copy of Cleaning Guidelines from MCS

Complete.

6.11.2 Cleanliness Petition Draft Template

Complete.

6.11.3 Pictures Documenting Cleanliness Concerns

Complete.

6.12 New Prince Albert Fitness Centres

Complete.

6.13 Spring Election Ballot Destruction

Complete.

6.14 Distribution of Amended Policies to GC Members

Complete.

7. Subject: Business For Future Discussion

There is no Business for Future Discussion at this time.

8. Subject: New Business

8.1 Fall By-Election Ballot Destruction

MOVED by Dustin, SECONDED by Dallas to destroy the Fall 2018 By Election Ballots. CARRIED.

8.2 YE June 30, 2018 Audited Financial Statements

MOVED by Chiragkurmar, SECONDED by Dallas to present the June 30, 2018 audited financial statements to the membership at the November 6, 2018 Annual General Meeting. CARRIED.

8.3 Annual General Meeting

The SPSA Annual General Meeting is scheduled for Tuesday, November 6, 2018, 12:00 noon – 1:00 p.m., via Skype. Justin will act as Chairperson and VP Campuses will act as respective Campus resource. Student ID will be required and lunch will be provided.

Locations are as follows:

- Moose Jaw – Student Lounge
- Prince Albert – F212 Tech Centre
- Regina – Room 715
- Saskatoon - Room B18 Main Campus

Carol to compile and distribute agenda.

ACTION: Carol

8.4 1st Quarter Financial Statements ME September 30, 2018

MOVED by Chiragkurma, SECONDED by Dallas to accept the 1st Quarter Financial Statements ending September 30, 2018. CARRIED.

8.5 Welcome Week Debrief

Campuses reported on their events, concerns and recommendations:

- The main concern identified by all campuses was that majority of programs did not support students leaving classes to attend events.
- Individuals attending the Welcome Week Planning Sessions did not feel it was the best use of their time as the majority of the discussions surrounding Sask Polytech's internal planning session.
- Many campuses reported lower participation numbers in some events but others were well attended.
- Students expressed concerns with the line ups at the luncheon events.
- On some days there were too many events going on, therefore, students were required to make a choice as to the event they would attend.
- There was some indication that the events were juvenile in nature and not college type events.

Will provided a review of the presentations by Moose Jaw Business students regarding this year's Welcome Week. Key takeaways:

- It really is only one day of events as students can not get out of classes
- marketing fell short, utilize other avenues ie) advertise on bright space and acceptance letter
- Instructors have no ideas what is going on and they should be provide accurate information on upcoming events.
- Exhibitor's hall was not well received
- Will noted that a video of the presentation will be made available for viewing, of which Sask Polytech will be offered a copy.

Campus Councils will ask for feedback from SOFA Representatives and forward feedback to Executive Council. Executive Council will review this information and develop a plan moving forward.

ACTION: VP Campuses

8.6 G & A Online Counselling Services

Carol to distribute myWellness online counselling program services information.

ACTION: Carol

8.7 Clubs' Policies Amendments

Executive Council will draft the proposed amendments for presentation at the next General Council Meeting.

ACTION: Executive Council

8.8 Scanner Article Ideas

Campus Councils are tasked with reviewing article ideas for upcoming issues including what's happening on your campus ie) new retail meatcutting shop in PA. Directors can collaborate on articles.

ACTION: Campus Councils

8.9 SPSA Committees Selection

Annual Service Review Committee

- Chiragkumar Patel (Chair)
- VP Campuses
- Bhavika Bahl
- Chetna Chauhan
- Niharika Singh
- Tolu Carrol

Governance Policy Review Committee

- Chiragkumar Patel (Chair)
- Bobby Peng
- Bhavika Bahl
- Tolu Carrol
- Ololade Kassim
- Suhail Verna

Remuneration & Honorarium Committee

- Chiragkumar Patel (Chair)
- Bobby Peng
- Tessa Dougherty
- Ololade Kassim

Student Affairs Committee

- Dallas Burnett (Chair)
- Chetna Chauhan
- Niharika Singh
- Anna Lueke
- Tessa Dougherty
- Dustin Hunt
- Sukhjot Samar

9. Subject: Managers' Reports

MOVED by Dustin, SECONDED by Anna to receive the Campus Managers, Advocacy Manager and Marketing Manager Reports as presented. CARRIED.

10. Subject: Closed Session

The closed session began at 2:10 p.m.

The closed session ended at 2:44 p.m.

11. Subject: Announcements

11.1 Director Appointment

Sukhjot announced newly appointed Niharika Singh as Director, Moose Jaw.

12. Subject: Next Meeting

Location TBA - January 18 – 19, 2019.

13. Subject: Adjournment

The meeting was adjourned at 2:46 p.m.

Date Accepted:

Signature: