



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

EXECUTIVE COUNCIL MEETING MINUTES

Teleconference Centres – Prince Albert, Moose Jaw, Regina and Saskatoon Campuses

Thursday, August 9, 2018

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

1. Subject: Call to Order

Justin called the meeting to order at 9:08 a.m.

2. Subject: Adoption of Agenda

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

3. Subject: Adoption of Meeting Minutes

MOVED by Dallas, SECONDED by Chiragkumar to accept the July 16, 2018 Meeting Minutes and the July 25, 2016 In-Camera Meeting Minutes as presented. CARRIED.

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

MOVED by Chiragkumar, SECONDED by Dustin to accept the August 9, 2018 President, Vice President Regina, Vice President Saskatoon and Vice President Finance & Internal Operations Reports as presented. CARRIED.

ACTION: Anna

5. Subject: Action Items

5.1 Open Textbook Initiative Advocacy Strategy – Request for Sask Polytech Update
Chiragkumar reviewed email correspondence from the Ministry of Advanced Education's Office outlining the Open Educational Resources initiative. Chiragkumar has also been in contact with AVP Gillespie, AVP Teaching & Learning who indicated that a Committee will be established to work with Alberta and British Columbia post-secondary institutions to develop an extensive website which will offer free online textbooks. Chiragkumar will act as representative to this Committee and will distribute information as it becomes available.

ACTION: Chiragkumar

Dallas noted that the majority of resources have been allocated to the most populated introductory classes and expressed concerns with how this textbook listing



will benefit the students of Sask Polytech as many of the courses/programs are tailored to the field of study.

5.2 Signage – Operations – Rebranding
Deferred.

ACTION: Carol

5.3 Lobby Efforts for Sask Polytechnic Campuses – Sask Polytech’s Master Plan Request

5.3.1 Lobby Efforts for Sask Polytechnic Campuses

This item will be added to the upcoming EC Retreat Itinerary.

ACTION: Executive Council

5.3.2 Sask Polytech’s Master Plan Request
Complete.

5.4 Review Other SAs/SUs re: Institutional Representation
Deferred.

ACTION: Carol

5.5 Student Association Agreement – Review of Agreement

Complete. Justin will request a meeting with AVP Strohan to review the SA Agreement.

ACTION: Justin

5.6 Tuition & Fees Policy Consultation Process Inquiry

Dallas reviewed correspondence received from AVP Strohan last December, 2017 inviting the SPSA to provide comments and suggested edits to the Policy. Concerns were raised regarding the inability to provide feedback on proposed amendments prior to approval by senior management April 23, 2018. Members agreed that this was not a thorough or acceptable consultation process. Justin will contact AVP Strohan to request clarification on SP Policy consultation process for both academic and non-academic policy.

ACTION: Justin

AVP Strohan has agreed to meet to hear suggested amendments for the upcoming year while Dallas awaits a response as to whether or not this newly amended Policy can be revisited prior to the beginning of this academic year.

ACTION: Dallas

Executive Council members are to review Sask Polytech’s Academic Council Terms of Reference for discussion at the upcoming EC Retreat. As well, members will discuss the present consultation processes utilized in amending both academic and non-academic policy.

ACTION: Executive Council

5.7 Moose Jaw Grand Opening



Chiragkumar indicated that invitations were sent to Minister Tina Beaudry-Mellor, Dr. Rosia and AVP Strohan for the Moose Jaw SPSA Office Grand Opening September 12, 2018 8:00 a.m. – 9:00 a.m. Additional information will be provided as it becomes available.

ACTION: Chiragkumar & Staff

Carol to contact Will to review the agenda and timing.

ACTION: Carol

5.8 Solicitation of Prize Donations

Complete.

5.9 Welcome Week Update Meeting

Complete.

5.10 Saskatoon Nursing Students' Society Club Inquiry

Deferred.

ACTION: Dallas

5.11 Core Program Common Start Date – AY 2016-2017

Complete.

5.12 Verification of Content in Program Handbooks/Guidelines

Carol reported that the Advocates have identified concerns relating to clarity or misleading information published in several of the Program Handbooks. Carol will provide this information to Executive Council for review.

ACTION: Carol

5.13 Sask Polytech's Replacement/Review of the SP Policy Review Committee

5.13.1 Distribution of Academic Council Terms of Reference

Complete.

5.13.2 Non-Academic Policy

Refer to Subject 5.6 Tuition & Fee Policy Consultation Process

5.13.3 Review of Information

Refer to Subject 5.6 Tuition & Fee Policy Consultation Process

5.14 Campus Specific Awards Nights

Deferred.

ACTION: Campus VPs

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 (January 10, 2018)
- 6.5 Combining Saskatoon Campuses (March 7, 2018)

7. Subject: General Manager's Report

MOVED by Dallas, SECONDED by Dustin to accept the August 9, 2018 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 Hoodies

Anna led the discussion on ordering SPSA hoodies for Executive Council members. It was determined that each Campus would be responsible for this purchase through their respective Campus' budget.

9.2 SOFA Meetings

Campus VPs will meet to discuss and finalize the structure of this year's SOFA meetings, dates and marketing campaigns.

ACTION: Campus VPs

Upon receipt of the SP email distribution lists, the Scanner will be distributed through this avenue.

ACTION: Carol

9.3 Facebook Page – Campus Specific

Members discussed having Campus specific Facebook page. Carol to look into logistics.

ACTION: Carol

10. Subject: In-Camera Session

The in-camera session began at 10:30 a.m.

The in-camera session ended at 11:35 a.m.

11. Subject: Announcements

11.1 Staffing

Carol informed members of the following staffing changes:

- Fiona Siwak – after 10 years of service, Fiona has accepted a position with another organization.
- Felicia Ring – has accepted the part-time/casual position of Administrative Assistant at the Regina Campus and began August 7, 2018.



- Karmyn Foreman – has accepted the position of Student Resource Representative South and will begin August 20, 2018.

11.2 EC Retreat

Itineraries will be distributed shortly for the Executive Retreat in Regina, August 19-22, 2018.

11.3 VP Saskatoon Campus

Dallas will be out of the office August 16 – 17, 2018.

12. Subject: Next Meeting

Regina – August 21, 2018 Time – TBA.

13. Subject: Adjournment

The meeting was adjourned at 11:40 a.m.

Date Accepted:

Signature: