



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

EXECUTIVE COUNCIL MEETING MINUTES

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

Wednesday, September 26, 2018

- Present:** Justin Skwark, President; Dustin Hunt, VP Regina; Anna Lueke, VP Prince Albert; Chiragkumar Patel, VP Finance & Internal Operations; Dallas Burnett, VP Saskatoon; Sukdjot Samar, VP Moose Jaw and Carol Tetreault, Staff
- 1. Subject: Call to Order**
Justin called the meeting to order at 4:10 p.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 Dustin, SECONDED by Chiragkumar to accept the August 30, 2018 Meeting Minutes as presented. CARRIED.
- 4. Subject: Closed Session**
The closed session began at 4:13 p.m.

Dallas joined the meeting at 4:17 p.m.

The closes session ended at 4:39 p.m.
- 5. Subject: President's & Vice Presidents' Reports**
MOVED by Dallas, SECONDED by Anna to accept the September 26, 2018 President, Vice President Prince Albert Campus, Vice President Saskatoon Campus and Vice President Regina Campus Reports as presented. CARRIED.

ACTION: Chiragkumar
- 6. Subject: Action Items**
6.1 August 30, 2018 President's Report
Refer to Subject #4 – 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 will forward their suggestions to other EC members by Friday, October 5, 2018.

ACTION: Executive Council

6.5 Review Other SAs/SUs re: Institutional Representation
Carol distributed this information. Executive members will review the documentation for discussion at the next meeting.

ACTION: Executive Council

6.6 SA Agreement

6.6.1 Review of Student Association Agreement

This item will be added to the GC Agenda.

ACTION: Executive Council

6.6.2 Schedule Meeting with AVP Strohan
Complete.

6.7 SP Policy Consultation Process

6.7.1 Schedule Meeting with AVP Strohan SP Policy Consultation Process Academic vs. Non-Academic Policy

Justin met with interim Provost and VP, Academic Dennis Johnson regarding the SPSA's concerns with the lack of the student voice when Policy amendments are being considered and/or approved. The Provost indicated that the Saskatchewan Polytechnic Board of Directors recently determined the course of action to transfer the approval process for many of Saskatchewan Polytechnic's Policies to the organization's President & CEO. Members expressed concerns that this new direction may have not included the student voice, namely was there a student representative on the Saskatchewan Polytechnic Board of Directors at the time of this transfer of responsibility for the approval process? Carol will gather documentation on the timing of this approval to determine whether or not the student voice was included when this decision was made. Carol will distribute this information to Council.

ACTION: Carol

6.7.2 Feedback from Advocacy re: SP Academic Council Terms of Reference
Deferred.

ACTION: Carol

6.7.3 Academic Council

Justin and Chiragkumar reviewed the functions of Academic Council highlighting that this Council has various responsibilities which can include decision making,

recommendation and/or endorsement depending on the specifics. For example if an existing course requires amendments that do not have any financial impact, Academic Council has authority to act as the decision making body. If there is any financial impact, the Academic Council does not have the authority to act as a decision making body but can make a recommendation to Sask Polytech senior administration. Policies are not approved by this Council but this Council could make recommendations on Academic Policy.

Members again noted significant concerns with the absence of the student voice when Policies affecting students are being developed and/or amended. Reference Subject 6.7 Policy Consultation Process.

The next Academic Council meeting is scheduled for October 17, 2018.

6.8 Tuition & Fees Policy Revisions for this Academic Year – Student Affairs Committee Review

Dallas reported that a meeting is scheduled with AVP Strohan for October 12, 2018. Members are asked to provide additional comments/concerns to Dallas for inclusion. Dallas will provide an update after this meeting.

ACTION: Dallas

6.9 Request Research Utilized in Developing New Policy Approval Processes

Carol requested this information. Interim Provost and VP, Academic Dennis Johnson inquired with Justin as to why Carol was the individual reaching out for this information. Justin indicated that SPSA staff is directed by Executive Council to assist with various research in order for Council to prepare SPSA's positions on issues, in this case, determination of Sask Polytech Policy Approval Process. Provost Johnson indicated that the SPSA should utilize AVP Strohan as their first contact point. Justin informed the Provost that this had been done citing that AVP Strohan indicated to both himself and VP Saskatoon, Dallas that it was the Strategy & Business Development Division that undertook this research. Based on this response, Executive Council directed Carol to contact this Division to get the information.

It was noted that the SPSA posts meeting minutes of which these directives are included. As well, the SPSA is a governance body who employees staff to gather this type of information.

6.10 Saskatoon Nursing Students' Society Club Inquiry

Deferred.

ACTION: Dallas

6.11 Verification of Content in Program Handbooks/Guidelines

Deferred.

ACTION: Carol

6.12 Campus Specific Awards Nights

Deferred.

ACTION: Anna & Carol

6.13 Campus Specific Face Page Logistics

Deferred.

ACTION: Carol

6.14 Library Collection Development Fund Status

Carol has left several messages and has not been able to get in contact with Juliet Nielsen, Library Services. Carol will follow up with AVP Strohan.

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 Anna, SECONDED by Dallas to accept the September 26, 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 Michael Landsberg's Presentations

Michael Landsberg's booking agency has been contacted regarding availability and we are awaiting their response.

ACTION: Carol

10.2 General Council Meeting – October, 2018

The first General Council Meeting will be held in Prince Albert October 20 – 21, 2018. Carol to coordinate meeting logistics.

ACTION: Carol

10.3 AGM Logistics

The SPSA Annual General Meeting is scheduled for Tuesday, November 6, 2018. Staff will coordinate Campus logistics.

ACTION: Carol

10.4 Online Counselling Services – Gallivan & Associates

Gallivan & Associates provides an online counselling service to their member schools. Carol to gather program information and costing.

ACTION: Carol

VPs will take this information to SOFA for representatives' input.

ACTION: Carol

10.5 MJ External Committees

Justin suggested that any external committees requesting SPSA representation should be vetted through the Council in order to ensure we are in keeping with the SPSA mandate. As well, this may give other Council members the chance to investigate similar opportunities in their communities. Chiragkumar indicated that he is acting as representative on the following Committees:

- Moose Jaw Youth Advisory Committee – this Committee provides recommendations to the Economic Development Committee and youth events.
- Moose Jaw Economic Development Committee – this decision making body approves any new projects within the City of Moose Jaw.

11. Subject: In-Camera Session

The in-camera session began at 5:39 p.m.

In camera session closed at 5:48 a.m.

12. Subject: Announcements

12.1 Economic Development Committee

Chirag announced that has been appointed to the Moose Jaw Economic Development Committee.

12.2 SSC

Dallas announced that the position of President at both URSU & USSU are presently vacant. The SSC meetings are postponed until these positions are filled.

12.3 VP Moose Jaw Campus Elect

Members welcomed Sukdjot Samar, newly elected VP Moose Jaw Campus.

13. Subject: Next Meeting

Video Conference Centres – October 11, 2018 Time – TBA.

14. Subject: Adjournment

The meeting was adjourned at 5:53 p.m.

Date Accepted:

Signature:

