

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday April 21, 2011  
Teleconference Centres – Kelsey and Woodland Campuses**

**Present:** Tara Pejski (Chairperson), Jaelyn Willness, Jeanette Murphy, Carol Tetreault (Staff) and Holly Thompson (Staff)

**1. Subject: Call to Order**

Tara called the meeting to order at 12:00 p.m.

**2. Subject: Adoption of Agenda**

MOVED by Jeanette, SECONDED by Jaelyn to accept the Agenda as amended. CARRIED.

**3. Subject: Adoption of Meeting Minutes – March 24, 2011**

MOVED by Jaelyn, SECONDED by Jeanette to accept the March 24, 2011 Meeting Minutes as presented. CARRIED.

**4. Subject: Vice President & President Reports**

MOVED by Jaelyn, SECONDED by Jeanette to accept the April 21, 2011 VP Kelsey Campus, VP Finance and President Reports as received. CARRIED.

**5. Subject: Old Business**

**5.1 VP Woodland Report – February 3, 2011**

Due to Collin's resignation this item will be removed from the Agenda.

**5.2 Practicum Tuition Fee Assessment Research**

Deferred.

**ACTION: Tara & Carol**

**5.3 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies**

Carol announced that at the TMBC Meeting funding has been approved for an emergency TV system throughout Kelsey. This system is slated to be installed by July, 2011. Carol to gather additional information and guidelines from the Campus Director.

**ACTION: Carol**

**5.4 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition**

Peer Support Staff were scheduled to work a noon-hour blitz in order to gain additional signatures. Carol has forwarded the

petition to Program Heads who will also assist in gathering signatures.

**5.5** SIAST U of R Nursing Degree Partnership

Jeanette indicated that a contract is being drafted by legal council for the SIAST SA and URSU partnership. Once drafted the contract will be forwarded to Executive Council for review.

**ACTION: Jeanette**

**5.6** Internal Committees' Discussion – Scholarship F/T vs. P/T

Carol informed that Holly has received statistics from SIAST's Institutional Research Department. Holly to clarify format prior to distribution to Council members.

**ACTION: Holly**

Carol indicated that the Saskatchewan Advantage Scholarship outlined in the recent Provincial Budget, has funding in place, however there has been no criteria established at this time. Carol and Holly to forward the scholarship criteria once available.

**ACTION: Carol & Holly**

**5.7** Student SIAST Board Seat

Complete.

**5.8** SA Direction on President Position

Complete.

**5.9** Council Member Orientation Checklist

Complete.

Vice Presidents and President need to submit their year-end summary reports.

**ACTION: Executive Council**

**5.10** SIAST Increase in Tuition

Complete.

**6. Subject: General Manager's Report**

MOVED by Jaelyn, SECONDED by Jeanette to accept the April 21, 2011 General Manager's Report as presented. CARRIED.

**7. Subject: Deferred Business**

7.1 Daycare Services (September 24, 2006)

**8. Subject: New Business**

**8.1 General Council Honorarium Committee**

Executive members put forth names for the General Council Honorarium Committee members. Jeff Harder will act as VP Campus at Woodland. Jeanette to update Jeff on Committee procedure. Jaelyn will contact Trinity McKay to discuss Jeff Harder's Honorarium Bonus. SIAST Staff selected (based on availability) are Hamilton Greenwood and Garry Ayotte. Peer Evaluation summaries will be distributed by Committee members by Wednesday April 27, 2011.

**ACTION: Carol**

**9. Subject: Announcements**

No announcements at this time.

**10. Subject: Next Meeting**

To be announced.

**11. Subject: In Camera Session**

Executive Council went into an In-Camera Session at 12:26 p.m.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday March 24, 2011  
Videoconference Centres – Kelsey and Woodland Campuses**

**Present:** Jaelyn Willness (Chairperson), Jeanette Murphy, Tara Pejski, Carol Tetreault (Staff) and Holly Thompson (Staff)

**Absent:** Collin Holderness

**1. Subject: Call to Order**

Jaelyn called the meeting to order at 4:04 p.m.

**2. Subject: Adoption of Agenda**

MOVED by Tara, SECONDED by Jeanette to accept the Agenda as amended. CARRIED.

**3. Subject: Adoption of Meeting Minutes – March 10, 2011**

MOVED by Jeanette, SECONDED by Tara to accept the March 10, 2011 Meeting Minutes as presented. CARRIED.

**4. Subject: Vice President & President Reports**

MOVED by Jeanette, SECONDED by Tara to accept the March 24, 2011 VP Kelsey Campus, VP Finance and President Reports as presented. CARRIED.

**ACTION: Collin**

**5. Subject: Old Business**

**5.1 VP Finance Report –February 24 & March 10, 2011**

MOVED by Tara, SECONDED by Jeanette to accept the February 24, 2011 and March 10, 2011 VP Finance Reports as presented. CARRIED.

**5.2 VP Woodland Report – February 3,2011**

Deferred.

**ACTION: Collin**

**5.3 Practicum Tuition Fee Assessment Research**

Deferred.

**ACTION: Tara & Carol**

**5.4 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies**

Deferred.

**ACTION: Carol**

**5.5** Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition

Tara indicated that the goal of 10 percent student body signatures has not yet been realized. Holly will coordinate Peer Support Staff for a noon-hour blitz in order to gain the necessary signatures to take forward this petition to City Council.

**ACTION: Holly**

**5.6** SIAST U of R Nursing Degree Partnership

Deferred.

**ACTION: Jeanette**

**5.7** Internal Committees' Discussion – Scholarship F/T vs. P/T

SIAST has indicated that it is up to each donor to determine the criteria for their Award.

Jaelyn suggested that it may be advantageous to put an article into the public newspapers to draw attention to the need for scholarships/bursaries designated to part-time students. Holly to contact the SIAST Student Development Office to obtain statistics on the number of full-time and part-time students. Carol and Holly to review the increase in the recent Provincial Budget for Scholarships and their eligible criteria.

**ACTION: Holly & Carol**

**5.8** Student SIAST Board Seat

Jeanette forwarded correspondence to the other SAs presenting two options for consideration. Wascana responded that they need a couple of weeks to review these options while Palliser has not yet responded.

Jeanette indicated that this process should be formalized prior to the end of Council's term. Jeanette will suggest to the other parties that we reconsider using a mediator.

**ACTION: Jeanette**

Jaelyn informed members that at today's Program Council, Warren Koch, WSA VP Finance spoke to her with regards to their SA's desire to reach an amicable solution on the Student Board seat agreement. During this discussion Warren made mention of the fact that our SA was changing direction and moving towards hiring our SA President. Jaelyn informed Warren that this was not the case and will follow up verifying such.

**ACTION: Jaelyn**

Jaelyn expressed concern that third parties knew of the Executive Council discussions prior to formally presenting to our own Council for approval. Members reaffirmed the need for confidentiality on all matters relating to the direction of our SA.

**5.9** Lending & Borrowing Policy  
MOVED by Tara, SECONDED by Jeanette to accept the ADMIN-7 Lending and Borrowing Policy as presented. CARRIED.

**5.10** General Manager's Report – February 24 & March 10, 2011  
Refer to Item #6 – General Manager's Report.

**5.11** Council Member Orientation Checklist  
Jaelyn to forward checklist to Carol for her review.

**ACTION: Jaelyn**

**5.12** Policy and Bylaw Amendments  
Jeanette and Jaelyn met with legal council regarding Bylaw/Policy amendments as they relate to the Executives discussions regarding hiring a president. In order to ensure continuity and to assist with providing all necessary information when consulting legal consult organizational matters, Jaelyn suggested that the General Manager and other necessary parties attend such meetings.

**5.13** VP Finance Report – March 10, 2011  
Refer to item 5.1.

**6. Subject: General Manager's Report**  
MOVED by Tara, SECONDED by Jeanette to accept the February 24, March 10 & March 24, 2011 General Manager Reports as presented. CARRIED.

**7. Subject: Deferred Business**  
7.1 Daycare Services (September 24, 2006)

**8. Subject: New Business**  
There are no New Business at this time.

**9. Subject: Announcements**  
**9.1** SIASST Increase in Tuition  
Jeanette indicated that SIASST generally increases tuition by five percent. Jeanette reported that the provincial budget outlined a three percent tuition increase for Post-secondary education. Jeanette to contact Bob McCulloch to inquire as to whether or not this increase applies to SIASST.

**ACTION: Jeanette**

**10. Subject: Next Meeting**  
Thursday, April 7, 2011 4:00 p.m. – Video Conference Centres.  
Chairperson – Tara

**11. Subject: In Camera Session**

Executive Council went into an In-Camera Session at 4:33 p.m.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday March 10, 2011  
Teleconference Centres – Kelsey and Woodland Campuses**

**Present:** Jeanette Murphy (Chairperson), Tara Pejski, Collin Holderness, Carol Tetreault (staff) and Holly Thompson (staff)

**Absent:** Jaelyn Willness

**1. Subject: Call to Order**

Jeanette called the meeting to order at 4:06 p.m.

Jaelyn joined the meeting at 4:09 p.m.

**2. Subject: Adoption of Agenda**

MOVED by Tara, SECONDED by Jaelyn to accept the Agenda as amended. CARRIED.

**3. Subject: Adoption of Meeting Minutes – February 24, 2011**

MOVED by Jaelyn, SECONDED by Jeanette to accept the February 24, 2011 Meeting Minutes as presented. CARRIED.

**4. Subject: Vice President & President Reports**

MOVED by Tara, SECONDED by Jeanette to accept the March 10, 2011 VP Kelsey Campus, VP Woodland and President Reports as presented. CARRIED.

**ACTION: Jaelyn**

**5. Subject: Old Business**

**5.1 Vice President & President Reports –February 24, 2011**

MOVED by Jaelyn, SECONDED by Tara to accept the February 24, 2011 VP Kelsey, VP Woodland and President Reports as presented. CARRIED.

**ACTION: Jaelyn**

**5.2 Woodland Report – February 3,2011**

Deferred.

**ACTION: Collin**

**5.3 Practicum Tuition Fee Assessment Research**

Deferred.

**ACTION: Tara & Carol**

- 5.4 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies  
Deferred.  
**ACTION: Carol**
- 5.5 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition  
Deferred.  
**ACTION: Tara**
- 5.6 SIAST U of R Nursing Degree Partnership  
Jeanette will arrange for a meeting time with the URSU Student Advocate.  
**ACTION: Jeanette**
- 5.7 Internal Committees' Discussion – Scholarship F/T vs. P/T  
Deferred.  
**ACTION: Tara**
- 5.8 Travel Policy  
MOVED by Jeanette, SECONDED by Jaelyn to accept the ADMIN-1 Travel & Per Diem Expenses Policy as presented. CARRIED.
- 5.9 Student SIAST Board Seat  
Jeanette had met with the other SA Presidents on February 27<sup>th</sup>. An agreement regarding the rotation of the SIAST Board seat has yet been reached. Members agreed to put forth two options to the other SAs:
- three-way rotation based on organization with an SA Executive Council member holding the seat.
  - four-way north-south rotation with either an SA member or a student at large holding the seat.
- Jeanette to put forth these options to the other Presidents.  
**ACTION: Jeanette**
- 5.10 Sh t You Should Know Draft  
Members did not forward any additional changes.
- 5.11 Lending & Borrowing Policy  
Members to review Policy for approval at the next Executive Council meeting on March 24, 2011.  
**ACTION: Executive Council**

- 5.12** SIASST Strike – Government Mandate  
Chris, USSU does not have the salary increment mandate figure as he indicated this was a union concern.
- 5.13** ASAP Luncheon  
The format for this event changed and the display table portion was cancelled.
- 5.14** General Manager’s Report – February 24, 2011  
Deferred.  
**ACTION: Carol**
- 5.15** Council Member Orientation Checklist  
Executive to forward checklist to Carol for her review.  
**ACTION: Executive Council**
- 5.16** Policy and Bylaw Amendments  
At the recent Transition Retreat members discussed concerns regarding vacant Executive Council positions. A contingency plan was developed. It was suggested that a legal opinion be sought prior to calling a Special Meeting to amend the Bylaws. Jeanette to meet with the lawyer on March 11, 2011.  
**ACTION: Jeanette**
- 5.17** General Council Meeting Arrangements  
The General Council meeting that was scheduled for March 9<sup>th</sup>, to review the above Bylaws amendments was postponed until a legal opinion was received.
- 5.18** Woodland Campus Council Brainstorming Session  
Complete.
- 5.19** Elections  
Jaelyn announced the DROs have been confirmed for each campus. Members agreed to provide the \$50 honorarium for each day that these acting officers assist. The All-Candidates’ Meeting is booked for March 18, 2011 at 4:00 p.m. via video conferencing.

**6. Subject: General Manager’s Report**  
Deferred.

**ACTION: Carol**

**7. Subject: Deferred Business**  
7.1 Daycare Services (September 24, 2006)

- 8. Subject: New Business**  
There are no new business at this time.
- 9. Subject: Announcements**  
**9.1 General Council Meeting**  
The General Council Meeting will be held on March 22, 2011.
- 10. Subject: Next Meeting**  
Thursday, March 24, 2011 4:00 p.m. – Video Conference Centres.  
Chairperson – Jaelyn
- 11. Subject: In Camera Session**  
Executive Council went into an In Camera Session at 4:35 p.m. until adjournment.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday February 24, 2011  
Elk Ridge Resort- Waskesiu, SK**

**Present:** Jeanette Murphy (Chairperson), Tara Pejski, Collin Holderness, and Jaelyn Willness

**Absent:** Carol Tetreault (staff) and Holly Thompson (staff)

**1. Subject: Call to Order**

Jeanette called the meeting to order at 9:39 a.m.

**2. Subject: Adoption of Agenda**

MOVED by Jaelyn, SECONDED by Collin to accept the Agenda as amended. CARRIED.

**3. Subject: Adoption of Meeting Minutes – February 3, 2011**

MOVED by Tara, SECONDED by Collin to accept the February 3, 2011 Meeting Minutes as presented. CARRIED.

**4. Subject: Vice President & President Reports**

Deferred.

**ACTION: Executive Council**

**5. Subject: Old Business**

**5.1 VP Woodland Report – February 3, 2011**

Deferred.

**ACTION: Collin**

**5.2 Practicum Tuition Fee Assessment Research**

Deferred.

**ACTION: Tara & Carol**

**5.3 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies**

Deferred.

**ACTION: Carol**

**5.4 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition**

Deferred.

**ACTION: Tara**

5.5 SIAST U of R Nursing Degree Partnership  
Deferred.

**ACTION: Jeanette**

5.6 Internal Committees' Discussion – Scholarship F/T vs. P/T  
Deferred.

**ACTION: Tara**

5.7 Travel Policy  
Collin to review policy.

**ACTION: Collin**

5.8 Student SIAST Board Seat  
Meeting with the other SA presidents is scheduled for February 27<sup>th</sup>  
in Regina.

**ACTION: Jeanette**

5.9 Shut You Should Know Draft  
Deferred.

**ACTION: Executive Council**

5.10 Lending & Borrowing Policy  
Deferred.

**ACTION: Carol**

5.11 SIAST Strike – Government Mandate  
Jeanette has contacted and is awaiting a reply from Chris, USSU for  
the salary increment figure received by the U of S faculty and staff.

**ACTION: Jeanette**

5.12 Meeting With SIAST Board  
A meeting was held with SIAST Board Representatives on February  
16<sup>th</sup>.

5.13 ASAP Luncheon  
Collin to confirm a representative for the luncheon.

**ACTION: Collin**

6. **Subject: General Manager's Report**  
Deferred.

**ACTION: Carol**

**7. Subject: Deferred Business**

7.1 Daycare Services (September 24, 2006)

**8. Subject: New Business**

**8.1 Transition Retreat**

Executive Council will draft a checklist for the elected Council members.

**ACTION: Executive Council**

Jaelyn and Jeanette to draft amendments to both Bylaws and Policies.

**ACTION: Jaelyn & Jeanette**

Collin to coordinate a brainstorming session with the Woodland Campus Council.

**ACTION: Collin**

**8.2 General Council Meeting**

Jeanette will schedule a General Council Meeting for March 9, 2011.

**ACTION: Jeanette**

**8.3 Elections**

There will be two Deputy Returning Officers and two students at large required from each campus. Executive members decided to provide a \$50 honorarium for students who assist. An all-candidates meeting will be arranged for Friday, March 18, 2011.

**ACTION: Jaelyn**

**9. Subject: Announcements**

There are no announcements at this time.

**10. Subject: Next Meeting**

Thursday, March 10, 2011 4:00 p.m. - Teleconference Centres.  
Chairperson – Collin

**11. Subject: Adjournment**

MOVED by Tara, SECONDED by Collin to adjourn the meeting at 9:52 a.m. CARRIED.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday February 3, 2011  
Videoconference – Kelsey & Woodland Campus**

**Present:** Tara Pejski (Chairperson), Jeanette Murphy, Carol Tetreault (staff) and Holly Thompson (staff)

**Absent:** Collin Holderness, and Jaelyn Willness

**1. Subject: Call to Order**

Jeanette called the meeting to order at 4:04 p.m.

Jaelyn joined the meeting at 4:14 p.m.

**2. Subject: Adoption of Agenda**

MOVED by Jeanette, SECONDED by Jaelyn to accept the Agenda as amended. CARRIED.

**3. Subject: Adoption of Meeting Minutes – January 20, 2011**

MOVED by Jaelyn, SECONDED by Jeanette to accept the January 20, 2011 Meeting Minutes as presented. CARRIED.

**4. Subject: Vice President & President Reports**

MOVED by Jaelyn, SECONDED by Jeanette to accept the February 3, 2011 VP Kelsey Campus, VP Finance and President Reports as presented. CARRIED.

**ACTION: Collin**

**5. Subject: Old Business**

**5.1 VP Finance Report – January 20, 2011**

MOVED by Jeanette, SECONDED by Jaelyn to accept the January 20, 2011 VP Finance Report as presented. CARRIED.

**5.2 VP Woodland Report – January 20, 2011**

MOVED by Jaelyn, SECONDED by Jeanette to accept the January 20, 2011 VP Woodland Report as presented. CARRIED.

**5.3 Practicum Tuition Fee Assessment Research**

Carol and Tara to contact Alberta colleges to confirm if the student or the institution organizes student practicums and if there is a cost to the student.

**ACTION: Tara & Carol**

- 5.4 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies  
Deferred.  
**ACTION: Carol**
- 5.5 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition  
Charlie Clark, Ward 6 Councillor, has requested a meeting with the SA to discuss bike path options for this area. Tara to meet with the councillor to touch base on this area and will use this opportunity to discuss the need for pedestrian safety traffic lights at Ontario Ave intersection.  
**ACTION: Tara**
- 5.6 Campus Composite Boards  
Complete.
- 5.7 SIAST U of R Nursing Degree Partnership  
The meeting with the URSU advocate is being rescheduled.  
**ACTION: Jeanette**
- 5.8 SA Scholarship Eligibility Criteria Amendment  
Complete.
- 5.9 Internal Committees' Discussion – Scholarship F/T vs. P/T  
Deferred.  
**ACTION: Tara**
- 5.10 Parking  
The parking agreement with SIAST will be reviewed after 6 months in the interim unused parking spots will be available to students to purchase from the SA.
- 5.11 Travel Policy  
Deferred.  
**ACTION: Carol & Jaelyn**
- 5.12 Transition Retreat  
Arrangements for accommodation and transportation have been made.
- 5.13 Budget Retreat  
Refer to In-camera session was requested by the members.

**5.14** Student SIAST Board Seat  
Deferred.

**ACTION: Jeanette**

**5.15** Shut You Should Know Draft

Tara has distributed the draft. Members to review for input at next meeting.

**ACTION: Executive Council**

**5.16** Lending & Borrowing Policy  
Deferred.

**ACTION: Carol**

**5.17** SIAST Strike – Government Mandate

Jeanette spoke with the Ministry who was unwilling to provide the mandate, as it could be in conflict with other Saskatchewan unions negotiations. Jeanette to contact the U of S to inquire as to the figure received by their faculty and staff.

**ACTION: Jeanette**

**5.18** Meeting With Minister Norris' Assistant

Kyle, URSU and Chris, USSU have indicated that they generally meet with Minister Norris. On occasion if the Minister is unavailable and the subject is of an urgent nature, they meet with his assistant.

**6. Subject: General Manager's Report**

MOVED by Jaelyn, SECONDED by Tara to accept the February 3, 2011 General Manager reports as presented. CARRIED.

**7. Subject: Deferred Business**

7.1 Daycare Services (September 24, 2006)

**8. Subject: New Business**

**8.1** Meeting With SIAST Board

Jeanette indicated that as per SIAST policy, G-1.10, the Board is to meet with each campus SA on an annual basis and to date no meeting has been arranged. Jeanette and Tara to confirm if Palliser has met with the Board and to contact the Board's secretary, Julie Andrusco, to arrange a meeting as per this Policy.

**ACTION: Jeanette & Tara**

**8.2** ASAP Luncheon

Jeanette was contacted by Shelley Belhumeur, Woodland Campus requesting the SA to set up a table display promoting services at the

March 16, 2011 Student Sponsor Luncheon. Members agreed the SAS' health and dental administrator and a student representative should be present. Jeanette to forward information for Carol to arrange staffing. Collin to secure representative.

**ACTION: Jeanette & Collin**

**9. Subject: Announcements**

There are no announcements at this time.

**10. Subject: In Camera**

Executive Council went into an In Camera Session at 4:35 p.m. which ended at 5:01 p.m.

**11. Subject: In-In Camera**

Executive Council went into an In-In Camera Session at 5:01 p.m. which ended at 5:19 p.m.

**12. Next Meeting**

Wednesday, February 23, 2011 – Elk Ridge Resort, Time TBA.

**11. Subject: Adjournment**

MOVED by Jaelyn, SECONDED by Jeanette to adjourn the meeting at 5:20 p.m. CARRIED.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday January 20, 2011  
Videoconference – Kelsey & Woodland Campus**

**Present:** Jeanette Murphy (Chairperson), Jaelyn Willness, Carol Tetreault (staff), and Holly Thompson (staff)

**Absent:** Collin Holderness, Tara Pejski

**1. Subject: Call to Order**

Jeanette called the meeting to order at 3:05 p.m.

Tara joined the meeting at 3:13 p.m.

**2. Subject: Adoption of Agenda**

MOVED by Jaelyn, SECONDED by Tara to accept the Agenda as amended. CARRIED.

**3. Subject: Adoption of Meeting Minutes – January 6, 2011**

MOVED by Jaelyn, SECONDED by Tara to accept the January 6, 2011 Meeting Minutes as presented. CARRIED.

**4. Subject: Vice President & President Reports**

MOVED by Tara, SECONDED by Jaelyn to accept the January 20, 2011 VP Kelsey Campus, and President Reports as presented. CARRIED.

**ACTION: Jaelyn & Collin**

**5. Subject: Old Business**

**5.1 VP Finance Report – January 6, 2011**

MOVED by Tara, SECONDED by Jaelyn to accept the January 6, 2011 VP Finance Report as presented. CARRIED.

**5.2 General Managers Report – January 6, 2011**

Refer to Subject 6 - General Manager's Report.

**5.3 Practicum Tuition Fee Assessment Research**

Carol forwarded a copy of the research to members who will review for discussion at next meeting.

**ACTION: Executive Council**

- 5.4 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies  
Deferred.  
**ACTION: Carol**
- 5.5 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition  
Deferred.  
**ACTION: Tara**
- 5.6 City of Saskatoon Bike Path Student Concern  
At this time, the Kelsey Campus Council agreed there wasn't enough student concerns with this issue to focus any SA lobby efforts.
- 5.7 Campus Composite Boards  
Deferred.  
**ACTION: Holly**
- 5.8 SIAST U of R Nursing Degree Partnership  
Jeanette and Carol met with Kyle and Mike, URSU to discuss the allocation of the nursing student fee. URSU agreed that the SIAST SA Kelsey Campus should receive all SA fees including the Health and Dental Plan fee. A contract will be developed between the parties outlining such. In order to ensure representation continuity, Jeanette will set up a meeting with the URSU advocate.  
**ACTION: Jeanette**
- 5.9 Saskatoon Whitewater Park Letter of Endorsement  
Complete.
- 5.10 Brokered Programs – SA Memberships  
At this time, the External Policies/Bylaw Committee agreed not to offer our services to Brokered Program students.
- 5.11 SA Scholarship Eligibility Criteria Amendment  
Deferred.  
**ACTION: Carol**
- 5.12 Internal Committees' Discussion – Scholarship F/T vs. P/T  
As Tara researched this topic and has the background, members agreed that Tara will solely continue to advocate for scholarships to be awarded to part-time students.  
**ACTION: Tara**

**5.13 Parking**  
Logistics are being arranged in regards to unused parking spaces.  
**ACTION: Carol & Jaelyn**

**5.14 Travel Policy**  
The revised Policy will be redrafted and distributed for review at the next meeting.  
**ACTION: Carol & Jaelyn**

**5.15 Student Parking Concerns**  
Jeanette reported that concerns were outlined to Senior Administration. These concerns will be forwarded to the Committee who will provide the SA with formal guidelines once completed.

**5.16 Midterm Reviews**  
Complete.

**5.17 Budget Retreat**  
A Transition Retreat will be held February 22<sup>nd</sup> – 24<sup>th</sup>. Carol and Holly to make the necessary arrangements.  
**ACTION: Carol & Holly**

A date for the Budget Retreat is yet to be determined.  
**ACTION: Carol & Jaelyn**

**5.18 General Council January**  
Complete.

**5.19 Student SIAST Board Seat**  
The other SAs would like to meet face-to-face before determining whether or not a mediator should be called in. Jeanette to coordinate a meeting with the other SAs.  
**ACTION: Jeanette**

**5.20 Campus Safety**  
Jeanette reported that discussions with the Minister's Office regarding this subject is ongoing.

**6. Subject: General Manager's Report**  
MOVED by Jaelyn, SECONDED by Tara to accept the January 6 & 20, 2011 General Manager reports as presented. CARRIED.

**7. Subject: Deferred Business**  
**7.1 Daycare Services (September 24, 2006)**

**8. Subject: New Business**

**8.1 Sh\_t You Should Know Draft**

Tara has completed her draft of the booklet "Sh\_t You Should Know". Copies to be sent to the members for review.

**ACTION: Tara**

**8.2 Lending & Borrowing Policy**

Carol to revise the wording of this new policy and forward to the members for review.

**ACTION: Carol**

**8.3 SIASST Strike Update**

Talks have broken off between the SGEU and SIASST Bargaining Units. Members agreed that there needs to be discussion with the Ministry in order to better understand the mandate of the Provincial Government.

**ACTION: Jeanette**

**9. Subject: Announcements**

**9.1 Meeting With Minister Norris' Assistant**

Minister Norris is unavailable at this time to meet with us and suggested that we meet with Greg Poelzer, his assistant who would forward our concerns to him. Jeanette to contact Kyle, URSU and Chris, USSU to inquire as to who they hold their Ministry meetings with.

**ACTION: Jeanette**

**9.2 Welcome from the Chamber of Commerce**

Tara received an official welcome greeting from Gerry Bonsal on behalf of the Chamber of Commerce.

**10. Subject: Next Meeting**

Thursday, February 3, 2011 4:00 p.m. – Video Conference Centres

**11. Subject: Adjournment**

MOVED by Jaelyn, SECONDED by Tara to adjourn the meeting at 3:38 p.m. CARRIED.

**SIASST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday January 6, 2011  
Videoconference – Kelsey & Woodland Campus**

**Present:** Jeanette Murphy (Chairperson), Jaelyn Willness, Tara Pejski, Collin Holderness, Carol Tetreault (staff), and Holly Thompson (staff)

**1. Subject: Call to Order**

Jeanette called the meeting to order at 3:08 p.m.

**2. Subject: Adoption of Agenda**

MOVED by Jaelyn, SECONDED by Tara to accept the Agenda as amended. CARRIED.

**3. Subject: Adoption of Meeting Minutes – December 16, 2010**

MOVED by Tara, SECONDED by Jaelyn to accept the December 16, 2010 Meeting Minutes as presented. CARRIED.

**4. Subject: Vice President & President Reports**

MOVED by Tara, SECONDED by Collin to accept the January 6, 2011 VP Kelsey Campus, VP Woodland and President Reports as presented. CARRIED.

**ACTION: Jaelyn**

**5. Subject: Old Business**

**5.1 VP Woodland Reports - December 2 & 16, 2010**

MOVED by Jaelyn, SECONDED by Tara to accept the December 2 & 16, 2010 VP Woodland Reports as presented. CARRIED.

**5.2 Practicum Tuition Fee Assessment**

Deferred.

**ACTION: Carol**

**5.3 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies**

Deferred.

**ACTION: Carol**

**5.4 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition**

Deferred.

**ACTION: Tara**

- 5.5 City of Saskatoon Bike Path Student Concern  
Deferred.  
**ACTION: Tara**
- 5.6 Campus Composite Boards  
Deferred.  
**ACTION: Holly**
- 5.7 SIAST U of R Nursing Degree Partnership  
Jeanette has a meeting with Kyle tentatively scheduled for Friday, January 14<sup>th</sup>, to negotiate the SA partnership agreement. A meeting with Alison Pickrell has been suggested by members in order to receive a better understanding regarding the U of R/SIAST partnership.  
**ACTION: Jeanette**
- 5.8 Saskatoon Whitewater Park Letter of Endorsement  
Deferred.  
**ACTION: Jeanette & Tara**
- 5.9 Brokered Programs – SA Memberships  
Deferred.  
**ACTION: Jeanette**
- 5.10 SA Scholarship Eligibility Criteria Amendment  
Deferred.  
**ACTION: Carol**
- 5.11 Internal Committees' Discussion – Scholarship F/T vs. P/T  
Deferred.  
**ACTION: Tara & Collin**
- 5.12 Parking  
Carol and Jaelyn will coordinate parking guidelines in conjunction with SIAST Policy. A meeting will be scheduled with Campus Directors as it relates to unused spaces.  
**ACTION: Carol & Jaelyn**
- 5.13 Travel Policy  
Deferred.  
**ACTION: Carol & Jaelyn**

**5.14** Student Parking Concerns

Jeanette brought forward students' concerns regarding parking with both Dr. Bob McCulloch and Marine Perrin. Further discussions will be held at the upcoming Master Agreement Meeting with Senior Administration.

**ACTION: Jeanette**

**5.15** Midterm Review

Carol reported that Woodland Campus Council members have scheduled meeting times. Carol to coordinate meetings with Kelsey Campus Council members.

**ACTION: Carol**

**5.16** Budget Retreat

Due to varying schedules, it has been difficult to secure a common date for this Retreat. It was suggested that the budget planning could be held separately from the rest of the Retreat. Jeanette and Holly will look into logistics.

**ACTION: Jeanette & Holly**

**5.17** General Council January

Jeanette to confirm meeting times with U of R SU prior to booking vehicles. Holly to confirm logistics.

**ACTION: Jeanette & Holly**

**6. Subject: General Manager's Report**

Deferred.

**ACTION: Carol**

**7. Subject: Deferred Business**

7.1 Daycare Services (September 24, 2006)

**8. Subject: New Business**

**8.1** Student Board Seat

Jeanette had met with the SAs Presidents from Wascana and Palliser Students' Associations regarding to the SIAST board seat. The other SAs would only agree to a 4-way rotation if a student at large was appointed as the student representative. Members agree to maintain the SA's position to only support an Executive member as the student representative as they are most likely to be informed and up-to-speed on student issues. Further, members agreed to support the SIAST Board's motion that the student representative be a member of the respective campus' Executive Council. Jeanette to suggest to the other SAs that a facilitator be hired to assist in developing a mutual agreement.

**ACTION: Jeanette**

**9. Subject: Announcements**

**9.1 Director Resignation**

Tara announced that Joel McFarlane has resigned from his position as Director of Student Life.

**9.2 Campus Safety**

Several incidents involving unwanted males in the female locker room/washroom areas have recently occurred at the Kelsey Campus location. The female locker room will be changed to a punch code system. Jeanette to further discuss safety concerns with Senior Administration as well as the Minister's Office.

**ACTION: Jeanette**

**10. Subject: Next Meeting**

Thursday, January 20, 2011 3:00 p.m. – Video Conference Centres

**11. Subject: Adjournment**

MOVED by Jaelyn, SECONDED by Collin to adjourn the meeting at 4:05 p.m. CARRIED.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday December 16, 2010  
Teleconference – Kelsey & Woodland Campus**

**Present:** Jaelyn Willness (Chairperson), Jeanette Murphy, Tara Pejski, Collin Holderness, Carol Tetreault (staff), and Holly Thompson (staff)

**1. Subject: Call to Order**

Jaelyn called the meeting to order at 3:23 p.m.

**2. Subject: Adoption of Agenda**

MOVED by Tara, SECONDED by Collin to accept the Agenda as amended.  
CARRIED.

**3. Subject: Adoption of Meeting Minutes – December 2, 2010**

MOVED by Jeanette, SECONDED by Collin to accept the December 2, 2010 Meeting Minutes as presented. CARRIED.

**4. Subject: Vice President & President Reports**

MOVED by Jaelyn, SECONDED by Jeanette to accept the December 16, 2010 VP Kelsey Campus, VP Finance and President Reports as presented.  
CARRIED.

**ACTION: Collin**

**5. Subject: Old Business**

**5.1** VP Woodland December 2<sup>nd</sup>, 2010 Report  
Deferred.

**ACTION: Collin**

**5.2** Practicum Tuition Fee Assessment  
Deferred.

**ACTION: Carol**

**5.3** TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies  
Deferred.

**ACTION: Carol**

**5.4** Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition  
To date over 300 signatures have been collected. A student submitted a request for the SA to lobby the City of Saskatoon to allocate funds to the bike pass, citing safety issues for students who

bike to campus. Tara to discuss this with Campus Council and SAC to determine the direction to be taken. Should students believe this is a direction that should be supported by the SA, a plan of action including discussion with City officials will be developed.

Collin has contacted one of Prince Albert City officials, including Mayor Jim Scarrow, to discuss the public parking lot concerns at Woodland Campus.

**ACTION: Tara**

**5.5 Campus Composite Boards**

Holly take photo of the Woodland's new Director of Communication – Tristan and provide completed picture board to Woodland Campus for posting.

**ACTION: Holly**

**5.6 SIAST U of R Nursing Degree Partnership**

U of R and SIAST Registration Departments confirmed that students receive student cards from each institution. As these students will be solely located at our Saskatoon location, it is believed that the entire SA fee should be allocated to our SA. Jeanette to further discuss with the URSU representatives. Carol will also be brought into the negotiation process based on Jeanette's discussion with Rich.

**ACTION: Jeanette**

**5.7 Saskatoon Whitewater Park Letter of Endorsement**

Deferred.

**ACTION: Jeanette & Tara**

**5.8 Brokered Programs – SA Memberships**

Deferred.

**ACTION: Jeanette**

**5.9 SA Scholarship Eligibility Criteria Amendment**

Deferred.

**ACTION: Carol**

**5.10 Internal Committees' Discussion – Scholarship F/T vs. P/T**

Tara received correspondence from SIAST Donor & Alumni Office indicating there are variances in defining a P/T student. A formal request was made to SIAST to consider reevaluating the criteria that defines a full time student to be encompassing of the demographic of today's student. Further Tara requested that scholarship donors are made aware SIAST enrolls many part-time students who are also in need of scholarships/bursaries. Tara noted that she has not

received any response from the Minister's office. Tara and Collin to organize meetings with their Standing Committees to discuss present scholarship practices.

**ACTION: Tara & Collin**

**5.11 Parking**

It was agreed that SA staff, executive and Campus Council members will pay for their own reserved parking at their home campus. Carol to email members of council and staff requesting their intent to secure a reserved parking spot. Carol and Jaelyn will develop a formal policy.

**ACTION: Carol & Jaelyn**

**5.12 Travel Policy**

Deferred.

**ACTION: Carol & Jaelyn**

**5.13 Student Parking Concerns**

Deferred.

**ACTION: Jeanette**

**5.14 Midterm Review**

Deferred.

**ACTION: Carol**

**5.15 Pub Nights Kelsey Campus Changes**

Complete.

**5.16 General Council Committees**

Complete.

**5.17 HRA Grad 2012 & Byte Club Ratification**

Complete.

**6. Subject: General Manager's Report**

MOVED by Jeanette, SECONED by Tara to accept the December 16, 2010 General Manager's Report as presented. CARRIED.

**7. Subject: Deferred Business**

**7.1 Daycare Services (September 24, 2006)**

**8. Subject: New Business**

**8.1 Budget Retreat**

It was agreed that the Budget Retreat will be held before March 21, 2011. Tara to verify her availability.

**ACTION: Tara**

**8.2 General Council January**

It was determined that Standing Committee discussions will not be separated but discussed as Committee of the whole meaning members will participate in committees. Jeanette to draft the weekend agenda and forward to Carol for input.

**ACTION: Jeanette**

**9. Subject: Announcements**

There are no announcements at this time.

**10. Subject: Next Meeting**

Thursday, January 6, 2010 3:00 p.m. – Video Conference Centres

**11. Subject: Adjournment**

MOVED by Collin, SECONDED by Tara to adjourn the meeting at 4:26 p.m. CARRIED.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday December 2, 2010  
Teleconference – Kelsey & Woodland Campus**

**Present:** Jeanette Murphy (Chairperson), Jaelyn Willness, Tara Pejski, Collin Holderness, Carol Tetreault (staff), and Holly Thompson (staff)

**1. Subject: Call to Order**

Jeanette called the meeting to order at 3:03 p.m.

**2. Subject: Adoption of Agenda**

MOVED by Tara, SECONDED by Jaelyn to accept the Agenda as amended. CARRIED.

**3. Subject: Adoption of Meeting Minutes – November 18, 2010**

MOVED by Jeanette, SECONDED by Tara to accept the November 4, 2010 Meeting Minutes as presented. CARRIED.

**4. Subject: Vice President & President Reports**

MOVED by Jaelyn, SECONDED by Jeanette to accept the December 2, 2010 VP Kelsey Campus, VP Finance and President Reports as presented. CARRIED.

**ACTION: Collin**

**5. Subject: Old Business**

**5.1 VP Woodland November 4<sup>th</sup>, 2010 Report**

Due to Patricia Albert's resignation this item will not be completed.

**5.2 Practicum Tuition Fee Assessment**

Carol to contact Ashley on the status of assessment.

**ACTION: Carol**

**5.3 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies**

Deferred.

**ACTION: Carol**

**5.4 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition**

Deferred.

**ACTION: Tara**

- 5.5 Campus Composite Boards**  
Holly to follow up with Ashley on status of Woodland picture board.  
**ACTION: Holly**
- 5.6 SIAST U of R Nursing Degree Partnership**  
Jeanette will attend a teleconference December 3, 2010 with Lorissa, Wascana Campus and Kyle, URSU. Jeanette to contact U of R and SIAST Registration Departments to confirm whether or not these students receive student cards from each institution.  
**ACTION: Jeanette**
- 5.7 Saskatoon Whitewater Park Letter of Endorsement**  
Deferred.  
**ACTION: Jeanette & Tara**
- 5.8 Bylaws Review – Vacant Position vs. Leave of Absence**  
Complete.
- 5.9 Brokered Programs – SA Memberships**  
Deferred.  
**ACTION: Jeanette**
- 5.10 SA Scholarship Eligibility Criteria Amendment**  
Carol contacted the SIAST Development Office to amend the criteria for existing SA Scholarships to include part-time students. Carol will forward the revised document for review to Council members.  
**ACTION: Carol**
- 5.11 Internal Committees' Discussion – Scholarship F/T vs. P/T**  
Tara emailed the SIAST Donor & Alumni Office and the Minister of Education requesting more scholarships for part-time students .  
Tara and Collin to organize meetings with their respective Committees to discuss a plan of action to move towards changes to scholarship criteria for all SIAST scholarships.  
**ACTION: Tara & Collin**
- 5.12 Parking**  
Research is being prepared on parking guidelines from different institutes. The SA has secured nine parking spots at Woodland Campus and 12 at Kelsey Campus.  
**ACTION: Carol & Jaelyn**

**5.13 Courtesy Phones**

Carol spoke to the Facilities Department who indicated that for emergency purposes, the Avenue W Campus is set up for the students to use the Commissionaire's phone. Members deemed this practice acceptable and agreed to not install a courtesy phone at this time.

**5.14 Executive/Timesheet Template**

Complete.

**5.15 Travel Policy**

Research into other institutes' policies is being undertaken in order to revisit our Policy. Further discussion will be held at General Council.

**ACTION: Holly/General Council Agenda**

**5.16 Electrical Expansion Grand Opening**

The Grand Opening has been postponed until January, 2011.

**6. Subject: General Manager's Report**

MOVED by Tara, SECONED by Jaelyn to accept the December 2, 2010 General Manager's Report as presented. CARRIED.

**7. Subject: Deferred Business**

7.1 Daycare Services (September 24, 2006)

**8. Subject: New Business**

**8.1 Student Parking**

Tara brought forth students' concerns regarding student parking in Saskatoon. Jeanette to discuss these concerns with Senior Administration.

**ACTION: Jeanette**

**8.2 Midterm Peer Reviews**

Carol to schedule times with Executive members for their mid-term evaluations.

**ACTION: Carol**

**8.3 Pub Nights Kelsey/Woodland Campuses**

Carol indicated that the Kelsey pub nights on Wednesdays are not as successful as originally anticipated and suggested that they be moved back to Thursdays in the New Year. Further, a complaint was received regarding the name and message "Wobbly Wednesdays" sends out about SIAST. Changing days should satisfy

this complaint. Carol will ask Ashlyn to discuss changes with Joel McFarlane, Kelsey Director of Student Life.

**ACTION: Carol**

**8.4 General Council Committees**

Members discussed the composition and validity of the Standing Committees sanctioned through the SA Bylaws and whether or not they are meeting the needs of the organization. Discussion will take place at the next General Council Meeting.

**ACTION: Holly/General Council Agenda**

**8.5 HRA Grad 2012 & Byte Club**

This motion was initiated through Executive Council as Campus Council quorum was not reached. Once quorum for Campus Council is reached, motions will be put forth.

MOVED by Jeanette, SECONDED by Jaelyn to ratify the HRA Grad 2012 Club and the Byte Club. CARRIED.

**ACTION: Tara**

**9. Subject: Announcements**

**9.1 Director Resignation**

Adrian Knievel will be resigning from his position as Director of Recreation at the end of this semester. He will assist in finding a replacement.

**9.2 Congratulations**

Congratulations Collin Holderness on your appointment to the position of VP Woodland Campus.

**10. Subject: Next Meeting**

Thursday, December 16, 2010 3:00 p.m. – Video Conference Centres

**11. Subject: Adjournment**

MOVED by Collin, SECONDED by Tara to adjourn the meeting at 4:00 p.m. CARRIED.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday November 18, 2010  
Teleconference – Kelsey & Woodland Campus**

**PRESENT:** Jeanette Murphy (Chairperson), Jaelyn Willness, Tara Pejski, Collin Holderness, Carol Tetreault (staff), Ashley Poole (staff) and Holly Thompson (staff).

**ABSENT:** Patricia Albert

**1. Call to Order**

Jeanette called the meeting to order at 3:09 p.m.

**2. Adoption of Agenda**

MOVED by Jaelyn, SECONDED by Tara to accept the Agenda as amended. CARRIED.

**3. Adoption of Meeting Minutes – November 4, 2010**

MOVED by Jaelyn SECONDED by Collin to accept the November 4, 2010 Meeting Minutes as presented. CARRIED.

**4. Vice President & President Reports**

MOVED by Tara, SECONDED by Jaelyn to accept the VP Kelsey Campus, VP Finance and President Reports as presented. CARRIED.

**ACTION: Patricia**

**5. Old Business**

**5.1 Practicum Tuition Fee Assessment**

Deferred.

**ACTION: Ashley**

**5.2 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies**

Deferred.

**ACTION: Carol**

**5.3 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition**

Kelsey Campus Council is in the process of soliciting additional student signatures as the target of 10 percent student signatures has not yet been reached. Tara will provide updates as more information becomes available.

**ACTION: Tara**

**5.4 Campus Composite Boards**

Collin to forward his photo to Ashley.

**ACTION: Ashley**

**5.5 SIAST U of R Nursing Degree Partnership**

Deferred.

**ACTION: Jeanette**

**5.6 Student Representation on ASAP Committee**

Jeanette was unable to attend the meeting on Patricia's behalf. She requested that the meeting minutes be forwarded to the VP Woodland email account.

**5.7 SSC Update**

Jeanette spoke with Kaitlyn, the SSC representative from USRU and it was agreed that institute specific agendas should not be brought up in discussions with the Minister of Education or the opposition party. The next meeting will be held November 19<sup>th</sup>.

**5.8 AGM**

Complete.

**5.9 Saskatoon Whitewater Park**

Jeanette and Tara to compile a letter of endorsement.

**ACTION: Jeanette & Tara**

**5.10 Operating Protocol Distribution**

The document was circulated. Carol noted that the staff will meet to review the document.

**5.11 Thank You Letter To Dr. Bob McCullough**

Complete.

**5.12 Bylaws Review – Vacant Position vs. Leave of Absence**

Collin Holderness has been appointed VP Woodland Campus during Patricia Albert's absence. Prior to December 2<sup>nd</sup>, 2010, Jeanette will look into Patricia's status as a student before determining the appropriate course of action based on our SA Bylaws. Jeanette will request the return of the SA Blackberry from Patricia so that Collin may use it to fulfill the job requirements.

**ACTION: Jeanette**

**6. General Manager's Report**

MOVED by Tara, SECONED by Jaelyn to accept the General Manager's Report as presented. CARRIED.

**7. Deferred Business**

**7.1** Daycare Services (September 24, 2006)

**8. New Business**

**8.1 Brokered Programs – SA Memberships**

Carol was contacted by Audrey Hall, Continuing Education regarding DTI students receiving SA benefits through Brokered Programs.. DTI has requested that these students pay our SA fees in order to receive the benefits of a SIAST student. Presently the SA Bylaws do not recognize Brokered Program students as SIAST students. Discussion will be held with the External Policies/Bylaw Committee.

**ACTION: Jeanette**

**8.2 SA Scholarship Eligibility**

Executive Council agreed to amend the criteria for existing SA Scholarships to include part time students. Carol to move forward with this.

**ACTION: Carol**

Tara and Colin to organize meetings with their Internal Committees to discuss the possible changes to scholarship criteria for all SIAST scholarships. Tara will also speak with the Development Office regarding the need for part-time student scholarships.

**ACTION: Tara & Collin**

### **8.3 Parking**

The SA has secured parking spots for staff and Executive at Kelsey Campus starting January 1<sup>st</sup>, 2011. Fees will be assessed by SIAST, and in turn, by the SA to the individuals wanting a reserved spot. Carol and Jaelyn to determine guidelines. Carol will contact the Woodland Campus Director to negotiate parking at Woodland Campus.

**ACTION: Carol & Jaelyn**

### **8.4 Courtesy Phones**

Carol reviewed the traffic analysis provided by SaskTel for the HETT and Main Campuses telephones. Carol and Tara will look into the possibility of students using the Commissionaire's phone at the Avenue W Campus, similar to the practices at the Ontario Avenue and 4<sup>th</sup> Avenue Campuses.

**ACTION: Carol & Tara**

### **8.5 Executive Reports**

Carol and Tara will create a template for Executive timesheets.

**ACTION: Carol & Tara**

### **8.6 Travel Policy**

Jaelyn indicated that reimbursement for all out-of-pocket expenses related to SA business will be paid out after each event. Per diems will be given out ahead of time and if vehicle rentals are cheaper than paying mileage this option will be considered. Carol and Jaelyn will investigate other institutes policies to determine if amendments to the Travel Policy should be brought forward.

**ACTION: Jaelyn & Carol**

## **9. Announcements**

### **9.1 Electrical Expansion Grand Opening**

SIAST Woodland electrical expansion grand opening will be held on Friday December 3<sup>rd</sup>. Colin will bring congratulations from the SA.

**ACTION: Collin**

### **9.2 Office Absence**

Tara indicated that she may have to leave the city on very short notice due to personal reasons.

## **11. Next Meeting**

Video Conference Thursday December 2<sup>nd</sup>, 2010 at 3:00 p.m.

## **12. Adjournment**

MOVED by Tara, SECONDED by Collin to adjourn the meeting at 4:22 p.m. CARRIED.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday November 4, 2010  
SIAST SA Boardroom – Kelsey Campus**

**PRESENT:** Tara Pejski (Chairperson), Jaelyn Willness, Jeanette Murphy, Carol Tetreault (staff) and Ashley Poole (staff).  
Absent: Patricia Albert

**1. Call to Order**

Jaelyn called the meeting to order at 3:02 p.m.

**2. Adoption of Agenda**

MOVED by Tara, SECONDED by Jeanette to accept the Agenda as amended. CARRIED.

**3. Adoption of Meeting Minutes – September 29, 2010**

MOVED by Jeanette, SECONDED by Tara to accept the September 29, 2010 Meeting Minutes as presented. CARRIED.

**4. Vice President & President Reports**

MOVED by Tara, SECONDED by Jeanette to accept the VP Campus, VP Finance and President Reports as presented. CARRIED.

**ACTION: Patricia**

**5. Old Business**

**5.1 Practicum Tuition Fee Assessment**

Deferred.

**ACTION: Ashley**

**5.2 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies**

Deferred.

**ACTION: Carol**

**5.3 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition**

Deferred.

**ACTION: Tara**

**5.4 Campus Composite Boards**

The Kelsey Campus composite board is complete; Ashley is waiting on a picture of Colin Holderness to finish the Woodland board. Board will be sent up to Woodland upon completion.

**ACTION: Ashley**

**5.5 SIAST U of R Nursing Degree Partnership**

A meeting will be scheduled between the U of R, U of R Administration, Wascana Campus SA and Kelsey Campus SA to further discuss the SA fees arrangement. Jeanette to follow up on date and attendance of representatives.

**ACTION: Jeanette**

**5.6 Meeting with Education Minister**

Complete.

**5.7 Elections**

Complete.

**5.8 ASAP Committee**

A meeting will be held November 15<sup>th</sup> via video conference at Woodland Campus. Jeanette will attend on behalf of Patricia.

**ACTION: Jeanette**

**5.9 SA Representation on SIAST Committees**

Complete.

**5.10 SSC Update**

The SSC met with the Minister of Education regarding the lobby document. A meeting is scheduled with Cam Broten for November 19<sup>th</sup>. Jeanette to forward her concerns to Kaitlyn regarding issues brought up by the U of S representative at the meeting, namely the personal position on tuition of that group.

**ACTION: Jeanette**

**5.11 General Council**

Complete.

**6. General Manager's Report**

MOVED by Jeanette, SECONDED by Tara to accept the General Manager's Report as presented. CARRIED. Carol met with the SIAST IT Department and it appears SIAST is willing to roll the SA onto the network at no cost. Carol will provide additional information as it becomes available.

**7. Deferred Business**

**7.1 Daycare Services (September 24, 2006)**

**8. New Business**

**8.1 AGM**

The AGM will be held at both Kelsey and Woodland Campuses on Friday November, 12<sup>th</sup> at noon. Tara will coordinate the chair for the meeting at Kelsey, Jeanette to coordinate the chair at Woodland and forward the agenda. Carol will coordinate prizes for both campuses. Staff will update current AGM posters to include prizes and free pizza lunch.

**ACTION: Jeanette, Tara & Carol**

**8.2 Saskatoon Whitewater Park**

All members of Executive Council are in favor of this project. Jeanette and Tara will draft a position statement in support of the Saskatoon Whitewater Park on behalf of the SA.

**ACTION: Tara & Jeanette**

**9. Announcements**

The Operating Protocol Agreement has been signed and Carol will distribute when copies become available.

**ACTION: Carol**

Jeanette to draft a thank you letter to Dr. Bob McCullough for hosting the Operating Protocol meeting and supper.

**ACTION: Jeanette**

Jeanette to review the Bylaws regarding position vacancy vs. leave of absence.

**ACTION: Jeanette**

**11. Next Meeting**

Video Conference Thursday November 18<sup>th</sup>, 2010 at 3:00 p.m. in the Kelsey and Woodland Video Conference Boardrooms.

**12. Adjournment**

MOVED by Jaelyn, SECONDED by Jeanette to adjourn the meeting at 3:42 p.m. CARRIED.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Wednesday September 29, 2010  
Teleconference –Kelsey & Woodland Campuses**

**PRESENT:** Tara Pejski (Chairperson), Jaelyn Willness, Jeanette Murphy, Patricia Albert, Carol Tetreault (staff) and Ashley Poole (staff)

**1. Call to Order**

Tara called the meeting to order at 3:22 p.m.

**2. Adoption of Agenda**

MOVED by Jeanette, SECONDED by Patricia to accept the Agenda as amended. CARRIED.

**3. Adoption of Meeting Minutes – August 12, 2010**

MOVED by Jaelyn, SECONDED by Patricia to accept the September 13, 2010 Meeting Minutes as presented. CARRIED.

**4. Vice President & President Reports**

MOVED by Jeanette, SECONDED by Jaelyn to accept the Vice President Reports as presented. MOVED by Jaelyn, SECONDED by Patricia to accept the President's Report as presented. CARRIED.

**5. Old Business**

**5.1 April 13, 2010 VP Report Submissions**

MOVED by Jeanette, SECONDED by Patricia to accept the VP Finance and Internal Operations April 13, 2010 Report as presented. CARRIED.

**5.2 Practicum Tuition Fee Assessment**

Deferred.

**ACTION: Ashley**

**5.3 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies**

Deferred.

**ACTION: Carol**

**5.4 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition**

The Kelsey Campus Council will continue to solicit signatures from the campus locations until 10% of the student body has signed the petition.

**ACTION: Kelsey Campus Council**

**5.5 Campus Composite Boards**

Ashley will send an email to all Kelsey Campus Council members to set up times for composite pictures with Lynne Morrison. Carol will contact Hamilton Greenwood to ask if he will take the pictures for the Woodland Campus Council.

**ACTION: Carol & Ashley**

**5.6 SIAST U of R Nursing Degree Partnership**

Jeanette will contact Alison Pickerell to request a meeting.

**ACTION: Jeanette**

### **5.7 SA Fees Discussion**

Complete.

### **5.8 G & A Executive Workshop**

Carol spoke with Shelly Walker regarding the timing of the Executive workshops, namely that the workshop should be earlier in the year to ensure Campus Council members are educated prior to classroom orientations. G&A will meet with Palliser in October and SIAST SA Campus Council members may attend if they so chose. Carol will forward information as it becomes available.

### **5.9 Meeting with Education Minister**

Jeanette has sent numerous emails and phone calls to Minister Norris requesting a meeting, with no response. Jeanette will continue our requests.

**ACTION: Jeanette**

### **5.10 Elections**

Complete.

## **6. General Manager's Report**

MOVED by Jaelyn, SECONDED by Jeanette to accept the General Manager's Report as presented. CARRIED. Carol will distribute the SIAST Parking Policy to Executive Council members for review prior to Monday's Strategic Plan Meeting.

**ACTION: Carol & Executive Council**

## **7. Deferred Business**

**7.1 Daycare Services (September 24, 2006)**

## **8. New Business**

### **8.1 Elections**

Woodland Campus Fall Bi-Elections results:  
VP Woodland Campus – Patricia Albert  
Director of Recreation – Nyssa McDonald  
Director of Student Affairs – Jeff Harder  
Director of Student Life – Trinity McKay

MOVED by Jaelyn, SECONDED by Patricia to destroy to 2010 Fall Bi-Election Ballots.  
CARRIED.

**ACTION: Jaelyn**

### **8.2 Student Representation on Aboriginal Student Awareness Plan Committee**

The Committee representative must be an Aboriginal student. Executive Council agreed that the representative should be a student with knowledge in the student needs' field. A decision will be made Monday at the Strategic Plan Meeting whether Jeanette or Patricia will act as representative on this Committee.

**ACTION: Executive Council**

### **8.3 SA Representation on SIAST Committees**

As the VP Finance Jaelyn will hold the SA chair on the Program Council Committee. Tara will review information on the Harassment and Discrimination Committee before deciding whether or not to act as this Committee representative. Jeanette to contact the Aboriginal Council to clarify whether or not the SA is allowed to have an Executive member sit on this Committee.

**ACTION: Tara & Jeanette**

### **8.4 SSC Update**

The four areas the SSC will focus on this year are: tuition management strategy, Saskatchewan Scholarship Fund, First Nations and Metis scholarship funding and

childcare. Our SA is responsible for the position on childcare and will arrange a meeting with Minister Norris and Cam Broten.

**ACTION: Jeanette**

**8.5 General Council**

General Council will be held in Prince Albert on October 22<sup>nd</sup> & 23<sup>rd</sup>. Carol will make necessary arrangements.

**ACTION: Carol**

**9. Announcements**

None.

**11. Next Meeting**

Video Conference Thursday October 14<sup>th</sup>, 2010 at 3:00 p.m. in the Kelsey and Woodland Video Conference Boardrooms.

**12. Adjournment**

MOVED by Jeanette, SECONDED by Jaelyn to adjourn the meeting at 4:01 p.m. CARRIED.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Monday September 13, 2010  
SA Boardroom –Kelsey Campus**

**PRESENT:** Jaelyn Willness (Chairperson), Tara Pejski, Jeanette Murphy, Carol Tetreault (staff) and Ashley Poole (staff)

**1. Call to Order**

Jaelyn called the meeting to order at 3:40 p.m.

**2. Adoption of Agenda**

MOVED by Tara, SECONDED by Jeanette to accept the Agenda as amended. CARRIED.

**3. Adoption of Meeting Minutes – August 12, 2010**

MOVED by Tara, SECONDED by Jeanette to accept the August 12, 2010 Meeting Minutes as presented. CARRIED.

**4. Vice President & President Reports**

VP's and the President agreed to submit their time sheets to Executive Council on a monthly basis. MOVED by Tara, SECONDED by Jeanette to accept the Vice President Reports as presented. MOVED by Jaelyn, SECONDED by Tara to accept the President's Report as presented. CARRIED.

**5. Old Business**

**5.1 April 13, 2010 VP Report Submissions**

Jaelyn will resend this report to Executive Council.

**ACTION: Jaelyn**

**5.2 Practicum Tuition Fee Assessment**

Deferred.

**ACTION: Ashley**

**5.3 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies**

Deferred.

**ACTION: Carol**

**5.4 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition**

Deferred.

**ACTION: Tara**

**5.5 Campus Composite Boards**

Deferred.

**ACTION: Carol & Ashley**

**5.6 SIAST U of R Nursing Degree Partnership**

Jeanette will contact Allison Pickerell to inquire when this meeting has been scheduled for.

**ACTION: Jeanette**

**5.7 SA Fees Discussion**

Done.

**5.8 G & A Executive Workshop**

As Palliser did not respond to this request, Carol to coordinate a meeting for our Council.  
**ACTION: Carol**

**5.9 Campus Parking**

A policy regarding parking on campus for students and staff will be implemented by SIAST. The Executive Council agreed to hold off on any actions until they have reviewed this policy.

**5.10 AMICCUS-C Poll on Parking**

Carol polled a few of her contacts from AMICCUS-C and most schools that have paid parking using a lottery or rush parking system.

**6. General Manager's Report**

MOVED by Jeanette, SECONDED by Tara to accept the General Manager's Report as presented. CARRIED.

**7. Deferred Business**

7.1 Daycare Services (September 24, 2006)

**8. New Business**

**8.1 Meeting with Education Minister**

Deferred.

**ACTION: Jeanette**

**8.2 Operating Protocol**

The next Operating Protocol meeting will be on October 25<sup>th</sup> to finalize the information sharing portion. An additional meeting will then be scheduled to discuss the responsibilities of SIAST and the SA regarding implementation strategies.

**8.3 Elections**

Lindsay Koisor will be the DRO for the upcoming SA Elections. Carol to compile the Non Disclosure Agreement.

**ACTION: Carol**

**9. Announcements**

None.

**11. Next Meeting**

Video Conference on September 29<sup>th</sup>, 2010 at 3 p.m.

**12. Adjournment**

MOVED by Jaelyn, SECONDED by Tara to adjourn the meeting at 4:09 p.m. CARRIED.

**SIAST STUDENTS' ASSOCIATION KELSEY & WOODLAND INC.  
EXECUTIVE COUNCIL MEETING MINUTES  
Thursday August 12, 2010  
Teleconference – Woodland & Kelsey Campuses**

**PRESENT:** Jeanette Murphy (Chairperson), Tara Pejski, Jaelyn Willness, and Ashley Poole  
(staff)

**1. Call to Order**

Jeanette called the meeting to order at 10:02 am.

**2. Adoption of Agenda**

MOVED by Tara, SECONDED by Jaelyn to accept the Agenda as presented. CARRIED.

**3. Adoption of Meeting Minutes – April 13, 2010 & May 13, 2010**

MOVED by Jaelyn, SECONDED by Tara to accept the April 13, 2010 & May 13, 2010 Meeting Minutes as presented. CARRIED.

**4. Vice President Reports**

MOVED by Jeanette, SECONDED by Jaelyn to accept the Kelsey Campus Vice President Reports as presented. CARRIED.

**5. Old Business**

**5.1 April 13, 2010 VP Report Submissions**

Deferred.

**ACTION: Jaelyn**

**5.2 Practicum Tuition Fee Assessment**

Deferred.

**ACTION: Ashley**

**5.3 TV Communications Systems at HETT/4<sup>th</sup> Ave/Fred Davies**

Deferred.

**ACTION: Carol**

**5.4 Traffic Lights Petition – 33<sup>rd</sup> Street & Ontario Avenue Petition**

Campus Council will bring the list of signatures to city hall once 10% of the student population has signed the petition. Members of the Kelsey Campus Council promote the petition again this fall.

**ACTION: Tara**

**5.5 Campus Composite Boards**

Deferred.

**ACTION: Carol & Ashley**

**5.6 Operation Protocol Distribution.**

Complete.

**5.7 SIAST U of R Nursing Degree Partnership**

Executive Council is waiting to hear back from SIAST and the University of Regina regarding student distribution throughout the campuses.

**ACTION: Executive**

- 5.8 Student Representative – SIAST Board of Directors**  
Complete.
- 5.9 Tuition & Fee Policy Amendments**  
Deferred.
- 5.10 SA Fees Discussion – General Council Agenda**  
Deferred.
- 5.11 G & A Executive Workshop**  
Deferred.
- 5.12 Clinton Ekdahl, VP Woodland Campus Position**  
Complete.
- 6. General Manager’s Report**  
Deferred.
- 7. Deferred Business**  
7.1 Daycare Services (September 24, 2006)  
7.2 SAC Reports
- 8. New Business**
- 8.1 Travel Policy**  
MOVED by Jaelyn, SECONDED by Jeanette to accept the travel policy as presented.  
Discussion took place. CARRIED
- 8.2 Cell Phone Usage Policy**  
MOVED by Jaelyn, SECONDED by Tara to accept the cell phone usage policy as presented.
- 8.3 Campus Parking**  
Students and staff will be required to pay for parking as of January 1, 2011. Carol suggested talking with the other SA’s to add parking passes to the operating protocol. Jeanette will contact the other SA’s to gather feedback.  
**ACTION: Jeanette**
- 9. Announcements**  
August 20<sup>th</sup> will be Tara’s last day as the summer employee at the SA. She has sent out a summary of what she has done over the summer and where everything stands and has requested feedback from Jeanette and Jaelyn.
- 11. Next Meeting**  
TBD
- 12. Adjournment**  
MOVED by Jeanette, SECONDED by Tara to adjourn the meeting at 10:20 am. CARRIED.