



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

EXECUTIVE COUNCIL MEETING MINUTES Moose Jaw, Prince Albert, Regina & Saskatoon Campuses Zoom Meeting Wednesday, July 6, 2022

Present: Deep Pandya, President; Ujjval Chavda, VP Moose Jaw Campus;
Raj Chandran, VP Prince Albert Campus; Sydney Soloway, VP Regina Campus;
Cecily Chartier, VP Saskatoon Campus; Carol Tetreault, General Manager and
Louie Ramos, Executive Assistant

1. Subject: Call to Order

Deep called the meeting to order 11:06 a.m.

The SPSA acknowledges that we are on Treaty 4 and 6 Territory and the Homeland of the Métis. We pay our respect to the First Nations and Métis ancestors of this place and reaffirm our relationship with one another.

2. Subject: Adoption of Agenda

MOVED by Sydney, SECONDED by Cecily to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes

MOVED by Sydney, SECONDED by Ujjval to accept the June 22, 2022 Meeting Minutes, June 27, 2022 Closed Session Meeting, and the June 29, 2022 Closed Session Meeting as presented. CARRIED.

4. Subject: Executive Council Reports

MOVED by Ujjval, SECONDED by Raj to accept the July 6, 2022 Executive Council Reports as presented. CARRIED.

5. Subject: General Manager's Report

MOVED by Cecily, SECONDED by Sydney to accept the July 6, 2022 General Manager's Report as presented. CARRIED.

6. Subject: Action Items

6.1 VP Moose Jaw EC Report (June 22, 2022)
Complete.

6.2 Transportation Options (November 24, 2021)

Carol indicated that Staff looked into “poparide”, an online carpooling service that we can potentially advertise on our website. Executive Council agreed that it might be beneficial for students to learn about a service like this. Deep and Carol noted that a disclaimer should be included in our advertising materials. Carol indicated that Staff members will look into this service further and inquire about providing discount codes to students.

ACTION: Carol

6.3 Winter Semester Lockers (November 24, 2021)

Deferred. Cecily is currently waiting on a response from Kendra regarding the proposed changes to the Locker Terms & Conditions and the parameters for damages and cleanup fees. Cecily will provide an update once available.

ACTION: Cecily

6.4 SPT Tuition and Fees Procedure Review (April 27, 2022)

Deep and Sydney met with Alice Miller, AVP Student Services, who indicated that communication will be better in the future. Sydney will request a list of Sask Polytech Policies & Procedures to be reviewed for the upcoming year.

ACTION: Sydney

6.5 Wellness Fee Proposal (May 19, 2022)

Cecily indicated that the Wellness Fee will not be implemented this academic year. Cecily also noted that no changes have been made to the Wellness Fee structure. Executive Council agreed to move this item to Ongoing Business.

ACTION: Louie

6.6 Mental Health First Aid Training (May 19, 2022)

Louie indicated that Gallivan is offering the Virtual Mental Health First Aid Training. A minimum of 8 participants is needed to host the virtual training. Louie will look into other Virtual Mental Health First Aid Training options.

ACTION: Louie

6.7 Event/Service Ideas (June 22, 2022)

Complete. Louie has forwarded Executive Council suggestions to Ashley for consideration. Louie met with Ashley, who indicated that a banner linking the Orientation Video will be added to the website. Ashley has also contacted our website provider, who is in the process of developing an Events Calendar for the website.

6.8 Campus Representative Selection & Onboarding (June 22, 2022)

Complete. This item will be added to the in-person EC Meeting Itinerary.

ACTION: Louie

6.9 Letter to Membership (June 22, 2022)

Executive Council agreed to create a short welcome video for the upcoming Academic Year. This item will be added to the in-person EC Meeting Itinerary.

ACTION: Louie

6.10 Bylaw Updates (June 22, 2022)

Deep is in the process of reviewing other SAs and SUs Bylaws and taking note of best practices. Deep will present the Bylaws draft to Executive Council for review once complete.

ACTION: Deep

6.11 EC Updates to Membership (June 22, 2022)

Executive Council agreed that EC/GC Updates will be posted after each meeting. Louie will prepare the updates and Ashley will post them on our Instagram page.

6.12 Meeting with other SAs/SUs (June 22, 2022)

Deep and Ujjval distributed their report for Executive Council review. Deep and Ujjval explained that the report outlined the meetings with some Ontario-based SAs and SUs. Deep indicated that it was a great learning experience and that it was beneficial to learn how each SA/SU works with their institution and its' administration.

6.13 Blood Donation & Veteran Facilitation Proposal (June 22, 2022)

Deferred. Carol indicated that Staff members are looking into the logistics of this event.

ACTION: Carol

6.14 Cafeteria Concerns (June 22, 2022)

Cecily met with Kendra Strong Garcia, Director, Student Engagement & Learning Services, who indicated that she will forward our concerns to Food Services. Executive Council also discussed concerns regarding the cafeteria closing early in the Fall and Winter Semesters as some students have no access to food or drinks after 1:00 p.m. Cecily will contact Kendra regarding this concern.

ACTION: Cecily

7. Subject: New Business

7.1 SPSA Financials ME May 2022

MOVED by Ujjval, SECONDED by Sydney to accept the SPSA Financials ME May 2022 as presented. CARRIED.

7.2 Virtual Doctor

Executive Council met with Sean Gallivan & Mary Catherine Jardine, Client Relation Specialists from Gallivan regarding the myvirtualdoctor service. Executive Council agreed that the provider switch to TELUS Virtual Care was a welcome change and that the myvirtualdoctor will be a beneficial service to students as there would be no user charge for individuals who are enrolled on the SPSA Health & Dental Plan. Executive Council will review the documentation provided by Gallivan before moving forward.

ACTION: Executive Council

7.3 Campus Representative Roles & Responsibilities

Louie forwarded the Campus Representative Role Information draft to Executive Council for review. Executive Council agreed that the roles and responsibilities outlined in the document align with Executive Council's goals.

7.3.1 GC Meeting Dates

Executive Council noted that General Council Meetings will be scheduled once every month. The meetings will be done virtually with the exception of three General Council Meetings outlined in the Bylaws, which will be done in-person. This item will be added to the in-person EC Meeting itinerary to determine meeting dates.

ACTION: Louie

7.4 Computer Upgrade Updates

Carol indicated that DELL cancelled our laptop orders due to availability issues. This issue has been rectified and we should be receiving the laptops within this week. Carol noted that Ashley is also in the process of pricing a new laptop for Zach Peterson, Marketing & Events Coordinator.

7.5 SUDS Conference

The SPSA has been invited to attend the SUDS Conference on August 12-15, 2022 at UBC, Vancouver, British Columbia. Executive Council agreed to send Deep and Raj to serve as our delegates for the upcoming conference. Deep and Raj will prepare a report for Executive Council review at the end of the conference. Louie will coordinate logistics for this conference.

ACTION: Louie

7.6 SPSA Swag

Ujval inquired about our current and upcoming Swag Items. Executive Council will provide more Swag suggestions to Staff.

ACTION: Executive Council

8. Subject: Ongoing Business

There is currently no ongoing business at this time.

9. Subject: Closed Session

The closed session began at 12:23 p.m.

The closed session ended at 12:35 p.m.

10. Subject: Announcements

Deep would like to thank the Executive Council members for their continued hard work. Deep noted that meeting with everybody has been very beneficial in determining the organization's direction for the upcoming Academic Year.



11. Subject: Next Meeting

Wednesday, July 20, 2022, 10:00 a.m. (Tentative)

12. Subject: Adjournment

The meeting was adjourned at 12:39 p.m.

Date Accepted:

Signature: