



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

EXECUTIVE COUNCIL MEETING MINUTES Moose Jaw, Prince Albert, Regina & Saskatoon Campuses Zoom Meeting Wednesday, June 22, 2022

Present: Deep Pandya, President; Ujval 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 3:02 p.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 Ujval, SECONDED by Sydney to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes

MOVED by Sydney, SECONDED by Cecily to accept the June 8, 2022 Meeting Minutes as presented. CARRIED.

4. Subject: Executive Council Reports

MOVED by Sydney, SECONDED by Cecily to accept the June 22, 2022 President's and Vice President Prince Albert, Regina, Saskatoon Campus' Reports as presented. CARRIED.

ACTION: Ujval

5. Subject: General Manager's Report

MOVED by Ujval, SECONDED by Cecily to accept the June 22, 2022 General Manager's Report as presented. CARRIED.

6. Subject: Action Items

6.1 Transportation Options (November 24, 2021)

Carol met with Kendra Strong-Garcia, Director, Student Engagement & Learning Services, who indicated that Sask Polytech currently has no plans regarding providing students transportation options from Regina to Moose Jaw. Executive Council agreed to look into the liabilities of providing a carpooling board for students. Carol will look into the liabilities and logistics of providing this service.

ACTION: Carol

6.2 Winter Semester Lockers (November 24, 2021)

Cecily met with Kendra to review and discuss the current Locker Terms & Conditions. Cecily explained that the phrasing will be changed so that students can store their lunch in their lockers for the day. Cecily indicated that Sask Polytech will also be distributing reminders when a student's locker term ends. Cecily noted that Kendra will contact Facilities to determine parameters regarding locker damages and cleanup fees. Cecily will provide an update once available.

ACTION: Cecily

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

Carol and Louie reviewed the recently provided Tuition & Fees Procedure and it was noted that none of the SPSA's recommended amendments were incorporated into the amended policy. Carol and Deep spoke with Alice Miller, AVP Student Services, who indicated that the policy and procedures was approved prior to receiving our concerns. Executive Council agreed that student concerns and suggestions seem to be inconsequential to Sask Polytech at this time. Sydney suggested scheduling an in-person meeting to express our concerns regarding policy consultations. Deep and Sydney will contact AVP Miller to schedule a meeting.

ACTION: Deep & Sydney

6.4 Wellness Fee Proposal (May 19, 2022)

Cecily met with Kendra, who indicated that the Recreation/Wellness Fee has been approved by Sask Polytech. The Recreation/Wellness Fee will be the same amount for all students across all campuses. Cecily indicated that the PA Gym Facilities will be moved to an accessible site and that Sask Polytech will partner with the University of Regina for gymnasium access for Regina students. Cecily noted that there is currently no information regarding opting-out of this fee. Cecily will contact Kendra to inquire about opt-out parameters.

ACTION: Cecily

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

Louie distributed a few dates and times options for Executive Council. Carol noted that Gallivan will now be able to provide us with this training as well. Louie will contact Shelly Walker regarding Gallivan's Mental Health First Aid Training costing.

ACTION: Louie

6.6 Web Audit Recommendations (May 19, 2022)

Deep discussed our concerns and suggestions with the Web Audit Committee. Deep explained that the committee's main concern was ease of access and providing accessibility options. Deep will provide an update once another Web Audit Committee meeting has been scheduled.

6.7 Appointment of New Minister of Advanced Education (June 8, 2022)

Executive Council has prepared a congratulatory letter which was forwarded to the Honourable Gordon Wyant, Q.C. Executive Council is looking forward to meeting and developing a great working relationship with the new Minister.

7. Subject: New Business

7.1 Event/Service Idea

Executive Council suggested the following events and services ideas:

- Include the Orientation Video on the main website page
- Events Calendar on the website to show a snapshot of what events we have for the month
- Revive SPSA Twitter Account for formal communication with Government accounts

Louie will forward these suggestions to Ashley.

ACTION: Louie

7.2 Campus Representative Selection & Onboarding

Executive Council agreed to develop a new questionnaire for Campus Representative interviews. Executive Council also agreed to utilize the same platform used for the SPSA Elections for our onboarding process. Louie will distribute previous Campus Representative questionnaires and application for Executive Council review. Louie will schedule a meeting to discuss this item further.

ACTION: Louie

7.3 Letter to Membership

Deep would like to draft a "welcome letter" to the membership which includes information about our services and contact information. Sydney suggested creating a "welcome video" instead to introduce students to our organization. Executive Council agreed to create a video and a short message for the upcoming academic year.

ACTION: Executive Council

7.4 Congratulatory Letter to EC & Staff on Special Occasions

Deep explained that the intent is to provide recognition for General Council and Staff members who are celebrating their birthdays and life achievements. Carol expressed concerns regarding privacy as some might not want others to know their birthdays or achievements. Executive Council discussed this and agreed to not move forward with this initiative at this time as the parameters can be complicated.



7.5 Bylaw Updates

Deep indicated that he would like to draft revisions to the Bylaws to ensure that the SPSA is keeping up with best practices from other student organizations. Deep will present the draft to Executive Council for review once finalized.

ACTION: Deep

7.6 EC Meeting Updates to Membership

Louie noted that Executive Council updates are included in the Swipe Newsletter during the academic year. Executive Council suggested posting the updates on our Social Media (i.e., Instagram Highlights) and Website during the summer months to keep students informed. Louie will contact Ashley regarding these suggestions.

ACTION: Louie

7.7 Meeting with other SAs/SUs

Deep and Ujjval will be meeting with other SAs/SUs during their stay in Ontario. The intent is to learn about other student organizations' services and student representation within their respective institutions. Deep and Ujjval will prepare a report and forward to Executive Council.

ACTION: Deep & Ujjval

7.8 Blood Donation & Veteran Facilitation Proposal

Deep and Cecily suggested that a Blood Donation Drive event be organized for Remembrance Day with veterans to facilitate this event. Cecily also met with Ben Gamble, Manager, Student Experience, who indicated that Sask Polytech can partner with us for this event as well. Carol noted that we have hosted similar events before where students can register to donate blood and find out what their blood type is. Carol will ask Staff to look into the logistics of this event.

ACTION: Carol

7.9 Cafeteria Concerns

Sydney expressed some concern regarding the cafeteria closing as some students have no access to food or drinks during their summer classes. Cecily will contact Kendra regarding this concern.

ACTION: Cecily

8. Subject: Ongoing Business

There is currently no ongoing business at this time.

9. Subject: Closed Session

The closed session began at 4:33 p.m.

The closed session ended at 4:57 p.m.

10. Subject: Announcements

There are no announcements at this time.



11. Subject: Next Meeting
Wednesday, July 6, 2022, 10:00 a.m.

12. Subject: Adjournment
The meeting was adjourned at 5:00 p.m.

Date Accepted:

Signature: