



## SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

### EXECUTIVE COUNCIL MEETING MINUTES Moose Jaw, Prince Albert, Regina & Saskatoon Campuses Zoom Meeting Friday, January 20, 2023

**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 at 2:31 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 Sydney, SECONDED by Raj to accept the Agenda as amended. CARRIED.

**3. Subject: Adoption of Meeting Minutes**

MOVED by Ujjval, SECONDED by Sydney to accept the January 5, 2023, Meeting Minutes as presented. CARRIED.

**4. Subject: Executive Council Reports**

MOVED by Raj, SECONDED by Sydney to accept the January 20, 2023, Executive Council Reports as presented. CARRIED.

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

MOVED by Raj, SECONDED by Ujjval to accept the January 20, 2023, General Manager's Report as presented. CARRIED.

Carol informed Executive Council that Kaye Macatangay, Administrative Assistant, Prince Albert has provided her resignation with her last day being January 31, 2023. The SPSA would like to thank Kaye for her service and wishes her the very best of luck in her future endeavours.

**6. Subject: Campus Council Update**

Moose Jaw Campus

Ujjval indicated that the clubs and events on campus have been well-received by students. Ujjval noted that there are currently five applicants for the open Campus Representative position with the interviews scheduled for next week.

Prince Albert Campus

Raj noted that the Campus Council Meeting will be scheduled once the new Campus Representative has been appointed.

Regina Campus

The Regina Campus Council met last Monday, January 9, 2023, to discuss upcoming events and the SPSA Standing Committees.

Saskatoon Campus

The Saskatoon Campus Council met yesterday, January 19, 2023, to discuss upcoming clubs and events on campus. Cecily has also received two Campus Representative position applications and will schedule interviews next week.

**7. Subject: Standing Committee Update**

Academic Affairs Committee

The Committee had a meeting scheduled but was postponed due to scheduling conflicts. Sydney noted that the Textbook Affordability event went well on all campuses.

Finance Committee

Ujjval will schedule a Committee meeting in the coming weeks.

Student Affairs Committee

Cecily will schedule a Committee meeting in the coming weeks.

Governance & Policy Committee

The Committee had a meeting last Friday, January 13, 2023. Raj indicated that the committee discussed suggested amendments to the Policies which will be forwarded to Executive Council for review.

**8. Subject: Action Items**

8.1 Locker Terms & Conditions (July 22, 2022)

Cecily has reached out to Kendra Strong-Garcia, Director, Student Engagement & Learning Services, regarding locker student concerns. It was noted that Kendra and Ben Gamble, Manager, Student Experience were alarmed by the number of locker concerns from students. Executive Council agreed to forward these concerns to the Sask Polytech Senior Admin at their next meeting.

**ACTION: Deep**

### 8.2 Cafeteria Concerns (June 22, 2022)

Cecily indicated that the cafeteria hours remain unchanged. Sydney noted that the food has improved and that the cafeteria now offers more vegan options however, the cafeteria hours remain a huge issue as students are scheduled for afternoon/night classes. It was suggested that SPSA Staff start looking into providing snack items in the afternoon when the cafeteria is closed. Executive Council agreed to forward these concerns and suggestions to the Sask Polytech Senior Admin at their next meeting.

**ACTION: Deep**

### 8.3 International Student Email List (September 30, 2022)

Deferred.

**ACTION: Carol**

### 8.4 International Student Advisors (September 30, 2022)

Deferred. Cecily indicated that students expressed concerns over the lack of support from International Advisors at the Saskatoon Campus. Sydney has also received complaints from students indicating that the International Advisors on the Regina Campus are unavailable and unhelpful. Raj and Ujval noted that the International Advisors on their respective campuses have been very accessible to students, however, they are unable to assist students in a timely manner due to the sheer number of students on campus. Deep will forward our concerns to Alice Miller, AVP Student Services at their next meeting.

**ACTION: Deep**

Deep also noted that Sask Polytech has stopped providing documentation letters for International students' immediate families coming to Canada in order to attend their convocation. Cecily will contact the International Department regarding this issue and Louie will look into similar institutions to see if the practice has been discontinued as well.

**ACTION: Cecily & Louie**

### 8.5 Budget Retreat (January 5, 2023)

#### 8.5.1 Schedules

Complete. Executive Council has provided their availability for Budget Retreat which is February 19-24, 2023.

#### 8.5.2 Agenda Meeting

Deep, Carol and Louie met to develop the Budget Retreat Agenda. It was suggested that due to staff shortages, it would be best to schedule the retreat on one of the main campuses. Executive Council agreed to schedule the Budget Retreat in Saskatoon. Louie will start working on logistics.

**ACTION: Louie**

### 8.6 SPSA Elections (January 5, 2023)

Executive Council has appointed the Elections Committee as follows:

- Chief Returning Officer: Deep Pandya, President
- Deputy Returning Officer, Moose Jaw: Ujval Chavda



- Deputy Returning Officer, Prince Albert: Raj Chandran
- Deputy Returning Officer, Regina: Sydney Soloway
- Deputy Returning Officer, Saskatoon: Cecily Chartier

Louie asked if EC members would be interested in having information booths on February 6-10 regarding the upcoming SPSA Elections. Louie also indicated that Ashley would like to use Executive Council statements regarding running for the marketing of the SPSA Elections. Executive Council agreed to provide information to students at the booth and provide statements to Ashley. Louie will coordinate booths at each campus location and work with Ashley regarding advertising.

**ACTION: Louie**

**9. Subject: New Business**

9.1 SPSA Financials ME December 31, 2022

MOVED by Ujjval, SECONDED by Cecily to accept the SPSA Financials ME December 31, 2022, as presented. CARRIED.

9.2 SPSA Operating Budget 2022-2023 Actuals Review

Refer to 9.1 SPSA Financials ME December 31, 2022

9.3 Annual Services Review Committee

Louie is in the process of scheduling the Annual Services Review Committee meeting. The Committee suggestions will be forwarded to General Council for consideration.

9.4 SCBScN Accreditation Review

Carol indicated that the SPSA has been invited to the SCBScN Accreditation Review Committee. Executive Council agreed to join the committee with Deep, Sydney, Cecily and Carol attending the meeting currently slated for February 28, 2023, at 1:00 p.m. Carol will respond to Robyn Kobussen, Associate Dean, School of Nursing regarding the SPSA's participation in the committee.

**ACTION: Carol**

9.5 Remuneration & Honorarium Committee

Louie is in the process of scheduling the Remuneration & Honorarium Committee meeting. The Committee suggestions will be forwarded to General Council for consideration.

**10. Subject: Ongoing Business**

10.1 Wellness Fee (July 6, 2022)

10.2 Bylaw Update (June 22, 2022)

10.3 International Student Concerns (July 27, 2022)



**11. Subject: Closed Session**

The closed session began at 4:02 p.m.  
The closed session ended at 4:16 p.m.

**12. Subject: Announcements**

12.1 Staff Update

The SPSA would like to welcome Maryna Goncharova, Administrative Assistant, Moose Jaw.

**13. Subject: Next Meeting**

Friday, February 3, 2023, 2:30 p.m.

**14. Subject: Adjournment**

The meeting was adjourned at 4:20 p.m.

Date Accepted:

Signature: