



## SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

### EXECUTIVE COUNCIL MEETING MINUTES Moose Jaw, Prince Albert, Regina & Saskatoon Campuses Zoom Meeting Friday, March 10, 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 2:34 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 Ujjval to accept the Agenda as amended. CARRIED.

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

MOVED by Ujjval, SECONDED by Sydney to accept the February 20, 2023, Meeting Minutes as presented. CARRIED.

**4. Subject: Executive Council Reports**

MOVED by Sydney, SECONDED by Ujjval to accept the March 10, 2023 President's and Vice Presidents Moose Jaw, Regina and Saskatoon's Executive Council Reports as presented. CARRIED.

**ACTION: Raj**

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

MOVED by Ujjval, SECONDED by Raj to accept the March 10, 2023, General Manager's Report as presented. CARRIED.

Carol indicated that the SPSA was successful in our appeal regarding the late remitting penalty and arrears interest assessed by Revenue Canada regarding the Canadian Emergency Wage Subsidy (CEWS). The SPSA will be reimbursed in the near future.

**6. Subject: Campus Council Update**

Moose Jaw Campus

Ujjval met individually with each Campus Representative, who suggested that Welcome Week events should also be available for the March student intakes.

Prince Albert Campus

Raj has scheduled a Campus Council Meeting for March 16, 2023, at 1:00 p.m.

Regina Campus

Sydney has scheduled a Campus Council Meeting for March 13, 2023, at 3:15 p.m.

Saskatoon Campus

Cecily will schedule a Campus Council Meeting by next week.

**7. Subject: Standing Committee Update**

Academic Affairs Committee

Sydney will work with Louie to schedule an Academic Affairs Committee in the following weeks.

Finance Committee

Ujjval will schedule a Committee meeting in the following weeks.

Student Affairs Committee

Cecily will schedule a Committee meeting in the following weeks.

Governance & Policy Committee

Raj will schedule a Committee meeting in the following weeks.

**8. Subject: Action Items**

8.1 VP Prince Albert Report (February 20, 2023)

Complete.

8.2 General Manager's Report (February 20, 2023)

Complete.

8.3 Fax Service Removal (February 20, 2023)

Deferred.

**ACTION: Carol**

8.4 Locker Terms & Conditions (July 22, 2022)

Deep indicated that Kendra Strong-Garcia, Director, Student Engagement & Learning Services, Ben Gamble, Manager, Student Experience and Alice Miller, AVP Student Services will be meeting with the Facilities Department and Terri Wolfe, AVP Facilities Management to discuss student locker concerns. Executive Council members agreed



that communication between SPT and SPSA has been lacking and that any resolution to issues brought forward by the SPSA is not communicated. Deep will follow up on this item at their next meeting.

**ACTION: Deep**

8.5 Cafeteria Concerns (June 22, 2022)

Executive Council met with AVP Miller and Dr. Barb Gustafson, Dean (Interim), School of Hospitality and Tourism regarding student cafeteria concerns. It was noted that a “grab & go” vending machine pilot has been implemented at the Moose Jaw Campus. Deep indicated that if the pilot is successful, SPT will implement a “grab & go” vending machine at each main campus location. Carol inquired if this vending machine will be added to the Contract Management Agreement as the SPSA is currently managing all vending machines at each campus location. Deep will contact AVP Miller regarding this inquiry.

**ACTION: Deep**

8.6 International Student Email List (September 30, 2022)

Deferred.

**ACTION: Carol**

8.7 International Student Advisors (September 30, 2022)

Executive Council met with the International Department last week to bring forward International student concerns. EC members expressed that SPT does not have enough Regulated International Student Immigration Advisers (RISIA), but Zoey noted that SPT is comparable with other institutions. Cecily will contact Zoey to ask for their research.

**ACTION: Cecily**

8.8 OER Update (February 20, 2023)

Deferred. Sydney will contact AVP Miller for a follow-up.

**ACTION: Sydney**

8.9 Health Services (February 20, 2023)

Deferred.

**ACTION: Cecily**

**9. Subject: New Business**

9.1 Campus Representative Year-End Report

Louie has forwarded a copy of previous years' Campus Representative Year-End Report questions to Executive Council for review. It was suggested that a word-count limit or paragraph minimum be implemented to ensure that Campus Representatives take the time to draft the reports. Louie will prepare a Year-End Report Template and forward it to Executive Council for review.

**ACTION: Louie**



## 9.2 General Council Meeting

Louie indicated that the General Council Meeting is slated for March 25-26, 2023.

### **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)

Executive Council met with the International Department last week to bring forward International student concerns: childcare options, transportation options, UniBuddy and travel support for convocation. It was noted that SPT is willing to collaborate with the SPSA to introduce the UniBuddy system. Deep also indicated that the Tuition and Fees Policy will be amended to ensure that the tuition amount provided to students will be actual fees assessed and not estimates.

### **11. Subject: Closed Session**

The closed session began at 3:12 p.m.

The closed session ended at 3:34 p.m.

### **12. Subject: Announcements**

There are no announcements at this time.

### **13. Subject: Next Meeting**

Thursday, March 23, 2023, Time - TBD

### **14. Subject: Adjournment**

The meeting was adjourned at 3:37 p.m.

Date Accepted:

Signature: