



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.
EXECUTIVE COUNCIL MEETING MINUTES
Moose Jaw, Prince Albert, Regina & Saskatoon Campuses
Zoom Meeting
Thursday, May 25, 2023

Present: Steven Jose, President; Abhishek Jain, VP MJ Campus;
Naresh Saroye, VP Prince Albert Campus; Gabriela Pozner, VP Regina;
Nicole Zalesak, VP Saskatoon Campus; Carol Tetreault, General Manager and
Louie Ramos, Executive Assistant

1. Subject: Call to Order

Steven called the meeting to order at 10:01 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 Naresh, SECONDED by Gabby to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes

MOVED by Gabby, SECONDED by Abhishek to accept the April 30, 2023, Meeting Minutes as presented. CARRIED.

4. Subject: Executive Council Reports

MOVED by Nicole, SECONDED by Naresh to accept the May 25, 2023, Executive Council Reports as presented. CARRIED.

5. Subject: General Manager's Report

MOVED by Abhishek, SECONDED by Gabby to accept the May 25, 2023, General Manager's Reports as presented. CARRIED.

Carol noted that she will be away from May 29 - June 5, 2023, for the Kayak Club Trip.

6. Subject: Action Items

6.1 Used Program Materials (April 12, 2023)
Deferred.

ACTION: Steven & Carol

6.2 International Student Email List (September 30, 2022)

Deferred. Carol will contact Kendra Strong-Garcia, Director, Student Engagement and Learning Services and request an update on the International Student Email Distribution List for the previous and upcoming academic year.

ACTION: Carol

6.3 Open Educational Resources (February 20, 2023)

Deferred. Nicole will take on this initiative as the new VP Academic and contact Alice Miller, AVP Student Services for an update regarding Sask Polytech's position on OERs.

ACTION: Nicole

6.4 ChessPoly Student Society Ratification (April 12, 2023)

Deferred. Naresh will contact the student society to submit their updated Ratification Form.

ACTION: Naresh

7. Subject: New Business

7.1 VP Portfolios

Executive Council has determined which portfolios they will be working on for their term.

- Abhishek – VP Finance
- Naresh – VP Student Affairs
- Gabby – VP External Affairs
- Nicole – VP Academic Affairs

Gabby indicated that she will review the previously elected VP Finance position and the development of a new VP Portfolio.

ACTION: Gabby

7.2 International Student Tuition Estimates

Naresh indicated that the current tuition increase for International students is significantly higher than the provided tuition estimates in their acceptance letter. It was noted that students would like to receive timely notices for tuition increments to prepare accordingly. The International Department has scheduled a meeting on June 13, 2023. Naresh, Nicole, and Carol will provide an update once available.

ACTION: Naresh, Nicole & Carol

7.3 Brightspace and Pulse App

Nicole indicated that Pulse App is an extension of Brightspace that acts as a separate calendar application. As it is part of Brightspace, Sask Polytech would have no control over the Pulse App formatting and development. It was suggested that Executive Council focus on more pressing issues and concerns.



Nicole also indicated that she is almost finished reviewing the Sask Polytech Orientation posted on Brightspace. It was suggested that the Sask Polytech Orientation be mandatory for all students.

Abhishek indicated that some instructors are not well-versed in how Brightspace works. Members discussed if and how instructors receive Brightspace training and support. It was suggested that Executive Council contact Kendra regarding this concern and inquire about Sask Polytech Faculty requirements regarding Brightspace.

Executive Council will meet with Kendra next week regarding these inquiries and suggestions.

ACTION: Executive Council

7.4 PickTime Scheduling

Executive Council discussed PickTime scheduling and determined that it would be more beneficial for Staff members to have PickTime schedules than EC members.

8. Subject: Ongoing Business

8.1 Wellness Fee (July 6, 2022)

It was determined that the SPSA should inquire about the parameters of the Wellness Fee. Nicole suggested compiling student concerns and scheduling a meeting with Kendra to address these concerns. Executive Council and Louie will compile these concerns by June 2, 2023.

ACTION: Executive Council & Louie

8.2 Bylaw Update (June 22, 2022)

Deferred. Gabby will review the Bylaws and forward suggestions to General Council for review and consideration.

ACTION: Gabby

10.3 Cafeteria Concerns (June 22, 2022)

Steven will contact AVP Miller and request an update regarding student cafeteria concerns.

ACTION: Steven

11.4 Health Services (February 20, 2023)

Deferred.

ACTION: Naresh

10.5 Locker Concerns (July 22, 2022)

This item will be moved to Action Items. Carol has contacted Kendra and is currently waiting for a response.

ACTION: Carol



9. Subject: Closed Session

The closed session began at 11:46 a.m.
The closed session ended at 12:30 p.m.

10. Subject: Announcements

There are no Announcements at this time.

11. Subject: Next Meeting

June 6, 2023, 10:00 a.m., Zoom Meeting

12. Subject: Adjournment

The meeting was adjourned at 12:34 p.m.

Date Accepted:

Signature: