



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.
EXECUTIVE COUNCIL MEETING MINUTES
Moose Jaw, Prince Albert, Regina & Saskatoon Campuses
Zoom Meeting
Wednesday, June 21, 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 12:32 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 Gabby, SECONDED by Nicole to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes

MOVED by Naresh, SECONDED by Abhishek to accept the June 6, 2023, Meeting Minutes as presented. CARRIED.

4. Subject: Executive Council Reports

MOVED by Nicole, SECONDED by Naresh to accept the June 21, 2023, Executive Council Reports as presented. CARRIED.

5. Subject: General Manager's Report

MOVED by Abhishek, SECONDED by Nicole to accept the June 21, 2023, General Manager's Reports as presented. CARRIED.

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.

ACTION: Carol

6.3 Open Educational Resources (February 20, 2023)

Louie scheduled a meeting with Nicole, Carol and Will to discuss other institutions' OER Initiatives. It was noted that other institutions focused on the sustainability aspect of OERs. Nicole will contact Dr. Mike Gillespie, AVP Learning & Teaching to inquire about Sask Polytech's position on OERs.

ACTION: Nicole

6.4 Chess/Board Game Club (June 6, 2023)

Complete. Louie has contacted Devyn and the Campus Directors regarding the creation of a Chess/Boardgame Club on their respective campus.

6.5 International Student Tuition Estimates (May 25, 2023)

Naresh, Nicole and Carol met with the International Department on June 13, 2023. In the meeting, it was suggested that the SPSA send our questions and comments to Danny Freire, Registrar and Director of Enrolment Services and to Annie Fu, Director of International Enrolment. Carol has forwarded the questions and is currently waiting for a response.

ACTION: Carol

6.6 Brightspace and Pulse App (May 25, 2023)

Nicole received a response from Leanne Barrington, Student Engagement Coordinator – North, who indicated that our suggestions were taken into consideration and changes are being made to the Brightspace Orientation which included adding direct links to the SPSA Website.

Nicole and Gabby will schedule a meeting with Ashley to edit the SPSA-related information on the Brightspace Orientation.

ACTION: Nicole & Gabby

6.7 Locker Concerns (July 22, 2022)

Ongoing. Carol has forwarded our concerns regarding the locker maps and is currently waiting for a response.

ACTION: Carol

6.8 Post-Secondary Student Council (June 6, 2023)

Executive Council members submitted their Nomination Forms to Alice Miller, AVP Student Services prior to the June 15, 2023 deadline. Steven noted that AVP Miller will forward Executive Council's Nomination Forms to the SPSC for consideration. This item will be moved to Ongoing Business.

6.9 Transportation Options (June 6, 2023)

Abhishek indicated that there are currently no reliable transportation options for students travelling from Regina to Moose Jaw during the summer. It was noted that Will



is in the process of compiling information regarding employment, housing and transportation in the City of Moose Jaw. Abhishek will provide an update once available.

ACTION: Abhishek

6.10 Bike Concerns (June 6, 2023)

Naresh indicated that the Prince Albert Campus does not have the appropriate facilities for bikes compared to the other campuses. Executive Council agreed that the service level should be the same across all four campuses. Naresh will contact Kendra Strong-Garcia, Director, Student Engagement and Learning Services to request the appropriate bike facilities on each campus location.

ACTION: Naresh

6.11 Reporting Practices for Other Institutions (June 6, 2023)

Gabby and Louie looked into other institutions' reporting practices, which will be forwarded to Executive Council for review. Gabby noted that the best practice would be to keep the General Manager's Report and develop an Accountability Policy which would include accountability practices for Executive Council, General Council and the General Manager. This item will be moved to Ongoing Business.

6.12 Cafeteria Concerns (June 22, 2022)

Naresh received a response from Bobbi Bates, Manager, Hospitality Services regarding the closure of the Cafeteria for the summer months. Naresh explained that the Cafeteria will close due to decreased sales and renovations during the summer months. Executive Council agreed to advocate for increased hours for the 2024-2025 Academic Year, as well as contact Kendra to inquire about options for this upcoming year. It was also suggested that SPSA Staff start looking into providing snack items in the afternoon when the cafeteria is closed. Carol will start looking into logistics.

ACTION: Naresh & Carol

7. Subject: New Business

7.1 SDHSS Ratification Form

Deferred. Executive Council will review the Ratification Form and decide via email by Monday, June 26, 2023.

ACTION: Executive Council & Louie

7.2 SPSA Financials ME May 2023

Deferred.

ACTION: Executive Council

8. Subject: Ongoing Business

8.1 Wellness Fee (July 6, 2022)

Louie has compiled the Wellness Fee questions and has forwarded them to Executive Council for review. Naresh forwarded the document to Kendra and requested a meeting to discuss these student concerns.

ACTION: Naresh



8.2 Bylaw Updates (June 22, 2022)

8.2.1 VP Portfolios

Gabby is compiling her suggestions regarding the Governance Structure, Title and Standing Committee changes. Gabby will forward the document to Executive Council for review once complete.

ACTION: Gabby

8.2.2 Executive Hours

Deferred.

ACTION: Gabby

8.3 Health Services (February 20, 2023)

Naresh indicated that a new Campus Health Nurse has been hired for the PA Campus. Naresh has contacted Kendra, who indicated that Health Services offerings would depend on the programs and that information should be available closer to the start of the Fall Semester.

ACTION: Naresh

9. Subject: Closed Session

The closed session began at 1:38 p.m.
The closed session ended at 2:26 p.m.

10. Subject: Announcements

10.1 Client Advisory Council

Steven, Abhishek and Carol are currently attending the Client Advisory Council. Carol thanked Steven and Abhishek for their efforts during the meetings. Steven, Abhishek and Carol will provide more information at the next EC Meeting.

11. Subject: Next Meeting

July 5, 2023, 10:00 a.m., Zoom Meeting

12. Subject: Adjournment

The meeting was adjourned at 2:31 p.m.

Date Accepted:



Signature: