



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.
EXECUTIVE COUNCIL MEETING MINUTES
Moose Jaw, Prince Albert, Regina & Saskatoon Campuses
Zoom Meeting
Wednesday, September 20, 2023

Present: Steven Jose, President; Abhishek Jain, VP Moose Jaw 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 4:02 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 Nicole, 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 September 6, 2023 Meeting Minutes as presented. CARRIED.

4. Subject: Executive Council Reports

MOVED by Nicole, SECONDED by Naresh to accept the September 20, 2023 Executive Council Reports as presented. CARRIED.

5. Subject: General Manager's Report

MOVED by Abhishek, SECONDED by Nicole to accept the September 20, 2023 General Manager's Report as presented. CARRIED.

6. Subject: Action Items

6.1 VP Prince Albert EC Report (September 6, 2023)
Complete.

6.2 Used Program Materials (April 12, 2023)

Deferred.

ACTION: Steven & Carol

6.3 International Student Email List (September 30, 2022)

Deferred.

ACTION: Carol

6.4 Open Educational Resources (February 20, 2023)

Nicole met with Dr. Mike Gillespie, AVP Learning & Teaching, who indicated that Sask Polytech is working on strategies to promote OERs more to instructors. It was also noted that producing OERs has been a challenge as it is additional work for instructors. Nicole will compile her ideas for OERs and forward them to the Executive Council for review and consideration.

ACTION: Nicole

6.5 International Student Tuition Estimates (May 25, 2023)

Nicole, Naresh and Carol met with Danny Freire, Registrar and Director of Enrolment Services, Kendra Strong-Garcia, Director, Student Engagement & Learning Services and Annie Fu, Director, International Enrolment last Monday, September 11, 2023, to discuss the discrepancies between tuition estimates and current tuition charged to students. Nicole indicated that Sask Polytech hopes to avoid these issues in the future with the new Tuition & Fees Policy in place. It was noted that Danny requested information regarding programs that have had issues with tuition estimates and current tuition rates. Nicole will prepare a document outlining several programs and forward this document to Danny.

ACTION: Nicole

Nicole also indicated that the Tuition Fee rates are released each year in July, which does not provide ample time for students to prepare should there be any significant increase to their tuition estimates. It was suggested that this concern be forwarded to the Saskatchewan Post-Secondary Council to be addressed.

6.6 Locker Concerns (July 22, 2022)

Deferred. Naresh indicated that Ben Gamble, Manager, Student Experience mentioned that SaskBuilds provides the campus and locker maps to Facilities. Naresh will contact Ben to ask who to contact in SaskBuilds regarding campus and locker maps.

ACTION: Naresh

6.7 Bike Concerns (June 6, 2023)

Deferred. This item will be moved to Ongoing Business.

ACTION: Louie

6.8 Cafeteria Concerns (June 22, 2022)

Executive Council and Carol met with Alice Miller, AVP Student Services and Bobbi Bates, Manager, Hospitality Services last Monday, September 11, 2023, to discuss

students' cafeteria concerns. Steven indicated that the MJ Student Lounge will be open from 7:30 a.m. to 11:00 p.m. and that the vending machines will be operational starting in October. Steven noted that Bobbi wants to know what kind of food students would want in the vending machines. Executive Council suggested that Sask Polytech survey students' food preferences. Steven will contact Bobbi regarding this suggestion.

ACTION: Steven

Executive Council also noted that the cafeteria hours question was raised during the Council Connect Meetings, wherein most students indicated that increased cafeteria hours would be beneficial. Nicole also noted that the Saskatoon Campus Cafeteria Lounge closes at 5:00 p.m. Nicole will contact Bobbi regarding this concern.

ACTION: Nicole

6.9 BCITSA & SUDS Report (July 26, 2023)

Deferred. Nicole will submit her SUDS Report by September 25, 2023.

ACTION: Nicole

6.10 Brightspace Instructor Training (August 25, 2023)

Deferred. Nicole will contact Dr. Gillespie regarding this agenda item.

ACTION: Nicole

6.11 Program Textbook List (August 25, 2023)

Nicole inquired when students received their textbook lists during the Council Connect Meeting. The students also indicated that they were not provided with their textbook lists and had to find them on their own. Naresh also noted that there were concerns regarding purchasing textbooks solely for quizzes. Nicole will contact AVP Miller, Dr. Gillespie, and Blair Pizio, Manager, Enrolment Services Modernization regarding these concerns.

ACTION: Nicole

6.12 SP Board of Director's Meeting Minutes Request (August 25, 2023)

Deferred. Louie will forward the Sask Polytech Bylaw on Meeting Minutes availability to Nicole for review.

ACTION: Nicole & Louie

6.13 EC Meeting with Senior Management (August 25, 2023)

Executive Council met with the Sask Polytech Senior Leadership Team on Tuesday, September 12, 2023, via Zoom. EC Members noted that the meeting was mostly introductory in nature and that only cafeteria concerns were discussed. It was suggested that an agenda be prepared and forwarded to the Senior Leadership Team before the meeting to ensure that discussions can take place. Carol and Louie will prepare a sample agenda for Executive Council consideration.

ACTION: Carol & Louie

6.14 Wellness Fee (July 6, 2022)

Carol has contacted Kendra, who indicated that the issues have been noted. Carol will follow up on the APP accessibility issues and provide an update to the Executive Council when available.

ACTION: Carol

6.15 Bylaw Updates – VP Portfolios (July 6, 2022)

Gabby inquired if Executive Council agrees to forward the proposed Governance Structure to the General Council for review and consideration. Nicole and Naresh agreed to forward the proposal to the General Council. Abhishek will contact Gabby at a later date once he has the chance to thoroughly review the proposed documents.

ACTION: Executive Council

7. Subject: New Business

7.1 Recreation & Tourism 2024 Re-ratification

Complete. The Recreation & Tourism 2024 student society was re-ratified via an email vote on September 13, 2023.

7.2 H&T Sept 2023 Ratification

Executive Council members expressed concerns regarding the student society's ratification form. Naresh, Carol, Milan and Louie will meet with the society members to understand the society's goals.

ACTION: Naresh, Carol & Louie

7.3 N Drive for Executive Council

Gabby indicated that an N Drive for Executive Council use will be beneficial for incoming EC members, especially during the transition period. Louie will contact Ashley to inquire about the possibility of implementing a location on the computer network for Executive Council use.

ACTION: Louie

7.4 Lobbying Efforts with URSU

Steven received correspondence from URSU, inquiring about other lobbying efforts they can assist SPSA with. Executive Council agreed to let URSU know that the SPSA is in the process of trying out other avenues at this time and that EC members will reach out to collaborate on other endeavours when they come up. Steven will contact URSU and provide them with the Executive Council's direction.

ACTION: Steven

7.5 Campus Representative Appointments Update

Louie indicated that the Campus Representative Applications is currently open and that we have received the following number of applications per campus:

- Moose Jaw 12
- Prince Albert 4
- Regina 2
- Saskatoon 2

Louie and Ashley will forward applications as soon as they come.

ACTION: Louie

7.6 GC Meeting Logistics

Carol and Louie indicated that the GC Meeting, slated for October 14 & 15, 2023 could either be in Moose Jaw, Regina, or Saskatoon. Executive Council agreed that Regina would be the best location for the first GC Meeting. Carol and Louie will work on logistics.

ACTION: Carol & Louie

7.7 Student Services Meeting

Steven received correspondence from Kendra requesting a meeting to discuss the Student Services' goals for the year. It was suggested that Kendra be invited to the upcoming in-person GC Meeting for this discussion. Steven will email Kendra regarding this suggestion

ACTION: Steven

7.8 Council Connect

Naresh requested to have a bigger space for the next Council Connect Meeting in the Prince Albert Campus. Louie will contact Devyn and Milan regarding this request.

ACTION: Louie

8. Subject: Ongoing Business

8.1 Bylaw Updates (June 22, 2022)

8.1.1 Executive Hours

8.1.2 Campus Representative Honorarium & Accountability

8.2 Health Services (February 20, 2023)

8.3 H&D Plan - Admin Services Option (July 5, 2023)

Abhishek indicated that he and Carol are planning to meet Gallivan in November to discuss this option.

8.4 SPSA Information on Brightspace (May 25, 2023)

9. Subject: Closed Session

The closed session began at 5:38 p.m.

The closed session ended at 5:59 p.m.



10. Subject: Announcements

10.1 Sask Polytech Board of Directors

The SPSA would like to congratulate Steven Jose, President on his appointment to the Saskatchewan Polytechnic Board of Directors.

10.2 Youth Advisory Committee

The SPSA would like to congratulate Steven Jose, President and Abhishek Jain, VP Moose Jaw on their appointment to the Moose Jaw City, Youth Advisory Committee.

11. Subject: Next Meeting

October 4, 2023, 4:00 p.m., Zoom Meeting

12. Subject: Adjournment

The meeting was adjourned at 6:03 p.m.

Date Accepted:

Signature: