



**SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.**  
**EXECUTIVE COUNCIL MEETING MINUTES**  
**Moose Jaw, Prince Albert, Regina & Saskatoon Campuses**  
**Zoom Meeting**  
**Wednesday, October 25, 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 4:01 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 Naresh to accept the Agenda as presented. CARRIED.

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

MOVED by Nicole, SECONDED by Abhishek to accept the October 11, 2023 Meeting Minutes as presented. CARRIED.

**4. Subject: Executive Council Reports**

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

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

MOVED by Naresh, SECONDED by Abhishek to accept the October 25, 2023 General Manager's Report as presented. CARRIED.

Carol announced that effective Monday, October 23, 2023, the SPSA has received our Certificate of Registration for the Saskatchewan Immigrant Nominee Program (SINP).

**6. Subject: Action Items**

6.1 VP Prince Albert EC Report (October 11, 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 has emailed Dr. Mike Gillespie, AVP Learning & Teaching regarding textbook requirements and affordability. Nicole and the Academic Affairs Committee will be investigating this issue further.

**ACTION: Nicole**

6.5 International Student Tuition Estimates (May 25, 2023)

Deferred.

**ACTION: Nicole**

6.6 Locker Concerns (July 22, 2022)

Deferred. It was noted that General Council members brought forward student concerns such as locker maps and website accessibility to Kendra Strong-Garcia, Director, Student Engagement & Learning Services at the last General Council Meeting. Naresh will follow-up with Kendra and provide an update to Executive Council once available.

**ACTION: Naresh**

6.7 Cafeteria Concerns (June 22, 2022)

General Council members brought forward student concerns to Kendra at the last General Council Meeting. Steven has contacted Bobbi Bates, Manager, Hospitality Services regarding the students' food preferences. Nicole noted that during the Saskatoon Council Connect, students complained about the lack of food choices for students who have dietary requirements. It was also suggested that ingredient list be made available to ensure that students are getting the appropriate food. Carol forwarded the Cold Vending Machine photos from the Moose Jaw Campus. Currently, only chips and snack items are available inside the vending machine.

Executive Council agreed to bring forward these issues to the SP Senior Leadership Team at the next SP/SPSA Meeting slated for November 23, 2023. It was suggested that communication issues between SP and SPSA be discussed at this meeting. Executive Council also agreed to bring forward these issues to the SP Board of Directors should the communication issues persist.

**ACTION: Executive Council**

Louie will schedule a meeting to discuss the Agenda for the next SP/SPSA Meeting.

**ACTION: Louie**

6.8 BCITSA & SUDS Report (July 26, 2023)

Complete.

6.9 Brightspace Instructor Training (August 25, 2023)

Deferred. Nicole has contacted Kendra regarding this agenda item and is currently waiting for a response.

**ACTION: Nicole**

6.10 Program Textbook List (August 25, 2023)

Deferred. Nicole has contacted Dr. Gillespie and Kendra to inquire about textbook list submission deadlines by instructors and is currently waiting for a response.

**ACTION: Nicole**

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

Nicole met with Ev Slavin-Scharback, EA to the President & CEO and Trish Schmidt, EA to the Board of Directors regarding the SPSA request for the SP Board of Director's Meeting Minutes. Nicole indicated that the past meeting minutes will be forwarded to her as soon as possible, however the most recent minutes will take time as the format of the meeting minutes has changed. Steven will inquire at the next Board Meeting, the rationale behind the meeting minutes format change.

**ACTION: Steven**

6.12 Wellness Fee (July 6, 2022)

General Council members brought forward student concerns at the last General Council Meeting. Nicole indicated that during the Saskatoon Council Connect, students mentioned the following concerns:

- Gym equipment availability (e.g., balls and nets);
- Slippery Gym floors when participating in Police Officer Physical Abilities Test (POPAT);
- Accessibility for students studying in the satellite campuses.

Abhishek mentioned that the Moose Jaw Campus has a lack of gym equipment as well. Naresh indicated that the Commissionaires on the PA Campus are able to open the gym stores and provide the gym equipment to students when the Wellness Staff is away. Carol will contact Kendra to request for the same process at the other campuses.

**ACTION: Carol**

6.13 H&T Sept 2023 Ratification (September 20, 2023)

Deferred. Louie has contacted the student society's Executive Council and is still waiting for a response.

**ACTION: Naresh, Carol & Louie**

6.14 N Drive for Executive Council (September 20, 2023)

Deferred.

**ACTION: Louie**

6.15 Lobbying Efforts with URSU (September 20, 2023)

Complete.

#### 6.16 Student Services Meeting (September 20, 2023)

Steven has contacted Kendra, who indicated that the intent of the meeting was to direct Executive Council members to the appropriate contact in order to pursue their personal and professional goals. Gabby suggested that members can notify Kendra individually should they need assistance and guidance. Nicole suggested providing Kendra with the VP's portfolio goals instead. Steven will contact Kendra to schedule a meeting with Nicole to discuss the Academic Affairs portfolio goals.

**ACTION: Steven**

### **7. Subject: New Business**

#### 7.1 Promotion of Outside Organizations

Executive Council members have been receiving an influx of emails asking the SPSA to promote their services and events. Members discussed that the SPSA can promote some organizations and it would be dependent on what type of event it would be. One suggestion was to include links to our "External Links" page on the website. The Governance & Policy Committee and Louie will look into other organization's advertising policies for outside groups.

**ACTION: Gabby & Louie**

#### 7.2 Multicultural Music Club Ratification

MOVED by Naresh, SECONDED by Nicole to accept the ratification of the Multicultural Music Club as presented. CARRIED.

#### 7.3 Vietnamese Student Society Ratification

MOVED by Nicole, SECONDED by Gabby to accept the ratification of the Vietnamese Student Society as presented. CARRIED.

#### 7.4 Gujarati Samaj Ratification

MOVED by Naresh, SECONDED by Abhishek to accept the ratification of the Gujarati Samaj as presented. CARRIED.

### **8. Subject: Ongoing Business**

#### 8.1 Bylaw Updates (June 22, 2022)

The Governance & Policy Committee met yesterday to discuss the policies for review. The Committee will forward suggested amendments to General Council for approval.

##### 8.1.1 Executive Hours

##### 8.1.2 Campus Representative Honorarium & Accountability

#### 8.2 Health Services (February 20, 2023)

Naresh indicated that Kendra is currently working on a comprehensive list of services that the Campus Health Nurses will provide but noted that pre-primary healthcare (initial assessments), information, recommendations, advisory and vaccinations are some of the services that the Campus Health Nurse will provide to students.



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

Abhishek and Carol will be meeting with Gallivan on November 10, 2023 to discuss the Admin Services Only option as well as the referendum on Gap Coverage for international students.

8.4 SPSA Information on Brightspace (May 25, 2023)

Complete.

8.5 Bike Concerns (June 6, 2023)

**9. Subject: Closed Session**

The closed session began at 4:55 p.m.

The closed session ended at 5:20 p.m.

**10. Subject: Announcements**

10.1 Saskatchewan Post-Secondary Council (SPSC)

The SPSA would like to congratulate Steven Jose, President and Nicole Zalesak, VP Saskatoon & Academic, on their appointment as Council Members of the Saskatchewan Post-Secondary Council (SPSC).

10.2 MLA Reception

Steven will be joining the MLA Reception in Regina on October 30, 2023.

10.3 Annual General Meeting

The Annual General Meeting has been scheduled for November 2, 2023, 12:00 p.m. at the following locations (Zoom Links are available upon request):

- Moose Jaw Rm 2.213
- Prince Albert Board Room, Technical Building
- Regina Rm 336
- Saskatoon Rm 104

10.4 Campus Representative Update

Abhishek announced that Achint Dhiman has stepped down from his position and Het Patel has been successfully appointed as Campus Representative, Moose Jaw.

**11. Subject: Next Meeting**

Wednesday, November 8, 2023, 4:00 p.m., Zoom Meeting

**12. Subject: Adjournment**

The meeting was adjourned at 5:23 p.m.



Date Accepted:

Signature: