



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.
EXECUTIVE COUNCIL MEETING MINUTES
Moose Jaw, Prince Albert, Regina & Saskatoon Campuses
Zoom Meeting
Wednesday, December 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 4:03 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 Naresh, SECONDED by Abhishek to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes

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

4. Subject: Executive Council Reports

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

5. Subject: General Manager's Report

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

6. Subject: Standing Committee Updates

6.1 Academic Affairs

Open Educational Resources (February 20, 2023)

Deferred.

Textbook Affordability (August 25, 2023)

Deferred.

English Language Requirement (November 8, 2023)

Nicole noted student concerns indicating that they are having trouble understanding the coursework due to their lack of English proficiency. Committee members have forwarded these concerns to Kendra and will contact Annie Fu, Manager, International Education regarding these concerns as well.

Learning Plan Policy Proposal (November 22, 2023)

Deferred.

Co-op Work Term Fees (November 22, 2023)

Nicole indicated that students who decide to participate in a co-op work term would need to pay a fee of \$1,400. This fee would provide access to a list of SP-approved employers and SP employees who can assist in resume-building, interview practices, and finding the best-fit employer for the student co-op. Committee members noted concerns that students who are unable to secure employment will not be provided a refund for their Co-op Work Term Fees. At the GC Meeting, it was noted that Laura Sperlie, Director, Strategic Enrolment Management will be the best contact for this concern.

Learning Services Tutor (December 6, 2023)

Nicole has contacted Kendra regarding providing an in-person Advanced Chemistry Tutor in Saskatoon. Nicole noted that Kendra will look into this concern.

6.2 Student Affairs

Locker Concerns (July 22, 2022)

Deferred.

Cafeteria Concerns (June 22, 2022)

Naresh indicated that SP has decided to extend the cafeteria hours to 4:00 p.m., however, the implementation timeframe is still undetermined. Naresh suggested contacting SP in February regarding the implementation timeline if the increased hours haven't been implemented.

Wellness Fee (July 6, 2022)

Naresh indicated that changes are being made to the PA Campus Fitness Centres. New equipment has been purchased and some cardio machines have been moved to the first floor.

Health Services (February 20, 2023)

Deferred.

Bike Concerns (June 6, 2023)

Deferred.

Student Etiquette (November 8, 2023)

The Committee will contact Kendra and the International Education to provide a session regarding the Student Code of Conduct and Canadian Culture.

6.3 Governance & Policy

Promotion of Outside Organizations (October 25, 2023)

Deferred.

Policy Updates (October 25, 2023)

Gabby indicated that a meeting has been scheduled with Carol, Ashley and Louie to discuss the Election Policies.

6.4 Finance

Abhishek has forwarded the SPSA Financials ME November 2023 to the committee for review and indicated that no concerns were noted by the committee members.

7. Subject: **Action Items**

7.1 VP Saskatoon and VP Prince Albert EC Report (December 6, 2023)

Complete.

7.2 Used Program Materials (April 12, 2023)

Deferred. Carol has contacted Kendra Strong-Garcia, Director, Student Engagement & Learning Services and currently waiting for a response.

ACTION: Carol

7.3 International Student Email List (September 30, 2022)

Deferred.

ACTION: Carol

7.4 Brightspace Instructor Training (August 25, 2023)

Deferred.

ACTION: Nicole

7.4 SP Board of Directors Minutes' Format Changes Rationale (October 25, 2023)

Deferred.

ACTION: Steven

7.5 SP Academic Appeals Policy (November 8, 2023)

Gabby met with Madi Currie, Student Advocate – North to discuss their concerns regarding the SP Academic Appeals Policy. Gabby will gather more information to develop an amendment proposal for the policy

ACTION: Gabby

8. Subject: **New Business**

8.1 Security Concerns for Examinations

Steven indicated that there were security concerns regarding bags not being allowed in the gymnasium during the exam week. Other VP Campuses noted that this is currently not a concern at their respective campus. Abhishek will look into this issue.

ACTION: Abhishek



8.1 SPSA Financials ME November 2023

MOVED by Abhishek, SECONDED by Nicole to accept the SPSA Financials ME November 2023 as presented. CARRIED.

9. Subject: Ongoing Business

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

9.2 International Student Tuition Estimates (May 25, 2023)

10. Subject: Closed Session

The closed session began at 4:22 p.m.

The closed session ended at 4:46 p.m.

11. Subject: Announcements

11.1 Food Bank Donation

Abhishek indicated that Gallivan & Associates has donated an amount to each campus city Food Bank.

12. Subject: Next Meeting

TBA

13. Subject: Adjournment

The meeting was adjourned at 4:49 p.m.

Date Accepted:

Signature: