



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.
EXECUTIVE COUNCIL MEETING MINUTES
Moose Jaw, Prince Albert, Regina & Saskatoon Campuses
Zoom Meeting
Wednesday, December 6, 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 Nicole, SECONDED by Abhishek to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes

MOVED by Gabby, SECONDED by Naresh to accept the November 22, 2023 Meeting Minutes as presented. CARRIED.

4. Subject: Executive Council Reports

MOVED by Nicole, SECONDED by Naresh to accept the November 22, 2023, President's and Vice President Moose Jaw and Regina's Reports as presented. CARRIED.

ACTION: Nicole & Naresh

5. Subject: General Manager's Report

Deferred.

ACTION: Carol

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)

Louie forwarded his research to committee members for review and agreed that SP's English Language Requirements are on par with other post-secondary institutions. The Committee will contact International Education to inform them of concerns from students indicating that they are having trouble understanding coursework due to their lack of English proficiency.

Learning Plan Policy Proposal (November 22, 2023)

Deferred.

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

Louie has forwarded his research to the Academic Committee for review and agreed that the Co-op Fees are on par with other post-secondary institutions. Louie is in the process of researching Co-op Procedures.

Learning Services Tutor (December 6, 2023)

Nicole indicated that Learning Services provides some online Chemistry resources and three Chemistry Tutors, two of which are based in the Saskatoon Main Campus and one in the Moose Jaw Campus. The Saskatoon-based tutors offer "Intro to Chemistry", which covers high school-level theory/equations and general-level Chemistry theory, while the Moose Jaw-based tutor offers "Advanced Chemistry" which is available via Zoom for Saskatoon students. Nicole noted that students who requested a Zoom session for Advanced Chemistry expressed difficulty working through practical equations over Zoom. Nicole has contacted Kendra Strong Garcia, Director, Student Engagement & Learning Services, who inquired about which specific Programs are having this concern. Nicole will respond with Programs that have reached out but note that there might be students from other Programs that have not reached out for support.

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.

Wellness Fee (July 6, 2022)

The Committee will continue monitoring the Fitness and Gym Facilities for any issues that may arise. Naresh will contact Kendra to request for the SPSA's participation in the Wellness Planning Committee.

Health Services (February 20, 2023)

Deferred. Naresh has contacted Kendra Strong Garcia, Interim Director, Counselling & Health Services regarding the current Regina Campus Nurse, whose hours are Tuesdays & Thursdays from 9:00 a.m. - 3:00 p.m. Naresh received a response from Kendra, who

indicated that the Regina Campus Nurse will be back in January and should have regular office hours.

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)

The Committee has finished reviewing the proposed amendments for the Governance Series Policies, which will be forwarded to the General Council once endorsed by the Remuneration & Honorarium Committee. The Committee will start reviewing the Elections Series Policies to determine if any amendments are required.

6.4 Finance

Deferred.

7. Subject: Action Items

7.1 VP Saskatoon EC Report (November 22, 2023)

Complete.

7.2 Used Program Materials (April 12, 2023)

Deferred. Carol will contact Alice Miller, AVP Student Services regarding providing this service to the student membership. Carol will include Steven in this communication.

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. Steven indicated that the SPSA Executive Council has been invited to the next SP Board of Directors' Meeting on January 26, 2024. Steven will inquire about the rationale behind the meeting minutes format change at this meeting

ACTION: Steven



7.5 SP Academic Appeals Policy (November 8, 2023)

Deferred.

ACTION: Gabby

8. Subject: New Business

8.1 SNSS Re-Ratification

MOVED by Nicole, SECONDED by Naresh to accept the re-ratification of the Saskatoon Nursing Student Society (SNSS) as presented. CARRIED.

9. Subject: Ongoing Business

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

Nicole indicated that some students have expressed that the SPSA Dental Plan was unable to cover some of their dental procedures. Carol noted that concerns regarding the SPSA Health & Dental Plan should be forwarded to staff to ensure that students can receive the appropriate information on the present services and support. Should there be a need for changes to the SPSA Health & Dental Plan, Abhishek and Carol can meet with Gallivan to address these concerns.

9.2 International Student Tuition Estimates (May 25, 2023)

10. Subject: Closed Session

The closed session began at 4:34 p.m.

The closed session ended at 5:37 p.m.

11. Subject: Announcements

There are no Announcements at this time.

12. Subject: Next Meeting

Wednesday, December 20, 2023, 4:00 p.m., Zoom Meeting

13. Subject: Adjournment

The meeting was adjourned at 5:43 p.m.

Date Accepted:

Signature: