



**SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.**  
**EXECUTIVE COUNCIL MEETING MINUTES**  
**Moose Jaw, Prince Albert, Regina & Saskatoon Campuses**  
**Zoom Meeting**  
**Wednesday, January 10, 2024**

**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 4:37 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 Abhishek to accept the Agenda as amended. CARRIED.

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

MOVED by Gabby, SECONDED by Naresh to accept the December 20, 2023 Meeting Minutes as presented. CARRIED.

**4. Subject: Executive Council Reports**

MOVED by Nicole, SECONDED by Naresh to accept the January 10, 2024, Executive Council Reports as presented. CARRIED.

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

MOVED by Abhishek, SECONDED by Naresh to accept the January 10, 2024, General Manager's Report as presented. CARRIED.

Carol will be conducting interviews for the Student Advocate - South position for the next two days in Regina. Carol noted that Madi Currie, Student Advocate - North will be assisting in the interview process.

**6. Subject: Standing Committee Updates**

6.1 Academic Affairs

Open Educational Resources (February 20, 2023)

Deferred.

*Textbook Affordability (August 25, 2023)*

Nicole indicated that a group of students has forwarded their concerns regarding required textbook pricing and availability. Nicole noted that the Program has been involved in the discussions and has addressed the student inquiries. Nicole suggested implementing a survey to find out student textbook concerns. It was noted that the survey can be included in the upcoming SWIPE Newsletter release.

*English Language Requirement (November 8, 2023)*

Deferred.

*Learning Plan Policy Proposal (November 22, 2023)*

Deferred.

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

Deferred.

6.2 Student Affairs

*Locker Concerns (July 22, 2022)*

Deferred.

*Cafeteria Concerns (June 22, 2022)*

Naresh indicated that cafeteria hours have been extended to 4:00 p.m. across all campuses. The Student Affairs Committee will now focus on cafeteria food pricing, food quality and choices.

*Wellness Fee (July 6, 2022)*

Naresh indicated new equipment has been purchased and some cardio machines have been moved to the first floor of the PA Campus Fitness Centres.

*Health Services (February 20, 2023)*

Deferred.

*Bike Concerns (June 6, 2023)*

Deferred.

*Student Etiquette (November 8, 2023)*

Naresh attended the last International Student Orientation and noted that the Student Code of Conduct inside and outside the classroom has been discussed. Naresh will inquire at the next Student Affairs Meeting if the same has been implemented on the other campuses.

6.3 Governance & Policy

*Promotion of Outside Organizations (October 25, 2023)*

Deferred.

Policy Updates (October 25, 2023)

The Governance and Policy Committee met to discuss the proposed changes to the Elections Policy Series. The Governance Policy Series and Elections Policy Series drafts have been forwarded to the General Council for consideration. Moving forward, the committee will focus on the Grades Appeal Policy and FSAA lobbying.

6.4 Finance

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

**7. Subject: Action Items**

7.1 Used Program Materials (April 12, 2023)

Deferred. Carol has contacted Kendra Strong-Garcia, Director, Student Engagement & Learning Services to schedule a meeting with Alice Miller, AVP Student Services to discuss the SPSA's proposal of selling used program materials.

**ACTION: Carol**

7.2 International Student Email List (September 30, 2022)

Carol indicated that SP is concerned with the SPSA surveying the student body excessively. Carol noted that as per the SP-SPSA Master Partnership Agreement, 3.17 Student Engagement:

*The Student Association and Sask Polytech shall annually report on student engagement programs and services. In alignment with our commitment to a vibrant, involved student culture the Student Association annual report to the Associate Vice President Student Services shall include, but not be limited to, the following key performance indicators as identified by the Student Association:*

- (a) Student satisfaction as measured by survey data from Students.*
- (b) Student Association outcomes as measured against the SPSA Strategic Plan.*
- (c) Number of Students accessing Student Association opportunities, programs and services relative to all eligible Students.*

*This report shall focus on the year in review, lessons learned and plans for moving forward.*

*Sask Polytech shall provide ongoing Student Engagement Feedback in accordance with Section 8.1 [General Communications]. Unless specifically set out in writing, the Student Engagement Feedback shall not be considered a waiver of any right of Sask Polytech under this Agreement.*

Carol has forwarded this section to Kendra for review and consideration.

**ACTION: Carol**

7.3 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)

Deferred. Gabby is compiling information that will be forwarded to Madi Currie, Student Advocate – North for review.

**ACTION: Gabby**

7.6 Security Concerns for Examinations (December 20, 2023)

Deferred. Abhishek will contact Kendra to obtain clarification on examination protocols.

**ACTION: Abhishek**

7.7 Parking Concerns (December 20, 2023)

Deferred. Carol met with Kendra, who indicated that she would look into student parking concerns such as overselling of monthly passes.

**ACTION: Carol**

**8. Subject: New Business**

8.1 MJ Thamizh Community Ratification

MOVED by Abhishek, SECONDED by Gabby to accept the ratification of the MJ Thamizh Community as presented. CARRIED.

8.2 AI Tools Usage

At the last GC Meeting, council members brought forward concerns regarding students utilizing AI Tools to aid in assignments and essays. Executive Council agreed that it would be beneficial if parameters for AI Tools usage were set by the institution. Louie will look into other institutions' policies regarding AI Tools usage.

**ACTION: Louie**

8.3 SPSA Elections

Louie indicated that the SPSA Elections will be held on March 31, 2024, and information sessions and nominations are slated for February and March 2024. The Elections Committee, which is responsible for carrying out the SPSA Elections in accordance with the SPSA's Bylaws and Policies should be formed in the meantime. Executive Council appointed the following individuals:

- Chief Returning Officer (CRO): Steven Jose
- Deputy Returning Officer (DRO):
  - Moose Jaw – Vacant
  - Prince Albert – Naresh Saroye
  - Regina – Gabriela Pozner
  - Saskatoon – Nicole Zalesak

Abhishek will inquire with the Moose Jaw Campus Representatives regarding the filling of the Moose Jaw DRO position.

**ACTION: Abhishek**

Louie asked the VPs to secure a Student-at-Large Representative from their respective Campus. Louie asked the council to provide names by Friday, January 19, 2024, at noon.

**ACTION: Executive Council**

#### 8.4 Annual Services Review Committee

Louie asked EC members to name a Campus Representative from each Campus Council to serve on the committee. Louie asked the council to provide names by Friday, January 19, 2024, at noon.

**ACTION: Executive Council**

#### 8.5 Remuneration & Honorarium Committee

Louie asked EC members to name the following:

- One member from each of the Campus Councils
- One member at large in good standing from each of the Campuses a Campus

Louie asked the council to provide names by Friday, January 19, 2024, at noon.

**ACTION: Executive Council**

#### 8.6 FSAA Meeting

Steven and Gabby indicated that the FSAA has proposed dates for an in-person lobbying effort in Ottawa. Gabby noted that the dates and lobbying documents are being finalized and once complete would be forwarded to Executive Council members for review.

**ACTION: Steven & Gabby**

#### 8.7 GC Meeting

Louie indicated that the next GC Meeting is scheduled for Saturday, January 20, 2024, at 9:00 a.m. Gallivan & Associates will be joining the meeting at 9:15 a.m. This will be to provide a refresher/overview of the myCanadaPlan information for the upcoming referendum and to answer any final questions. Louie also noted that Kendra will be joining the GC Meeting at 10:15 a.m. as a guest and observer.

#### 8.8 Provost Student Advisory Committee

Steven indicated that he and Abhishek have been invited to attend the Provost Student Advisory Committee Meetings. It was noted that in the SP-SPSA Master Partnership Agreement, Schedule H - Student Association Representation on Sask Polytech Board, Councils, and Committees, all five Executive Council members should have been invited to the Provost Student Advisory Committee. Steven will contact Dr. Has Malik, Provost & VP Academic, regarding this concern.

**ACTION: Steven**

## **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 5:28 p.m.  
The closed session ended at 5:48 p.m.

**11. Subject: Announcements**

There are no Announcements at this time.

**12. Subject: Next Meeting**

Wednesday, January 24, 2024, 4:30 p.m.

**13. Subject: Adjournment**

The meeting was adjourned at 5:51 p.m.

Date Accepted:

Signature: