



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.
EXECUTIVE COUNCIL MEETING MINUTES
Moose Jaw, Prince Albert, Regina & Saskatoon Campuses
Zoom Meeting
Wednesday, January 24, 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 4:34 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 Naresh to accept the Agenda as presented. CARRIED.

3. Subject: Adoption of Meeting Minutes

MOVED by Abhishek, SECONDED by Naresh to accept the January 10, 2024 Meeting Minutes as presented. CARRIED.

4. Subject: Executive Council Reports

MOVED by Abhishek, SECONDED by Nicole to accept the January 24, 2024, Executive Council Reports as presented. CARRIED.

5. Subject: General Manager's Report

MOVED by Gabby, SECONDED by Naresh to accept the January 24, 2024, General Manager's Report as presented. CARRIED.

Carol indicated that she is slated to have her holidays from February 20 - March 19, 2024.

6. Subject: Standing Committee Updates

6.1 Academic Affairs

Open Educational Resources (February 20, 2023)

Deferred.

Textbook Affordability (August 25, 2023)

Nicole is compiling information regarding required textbook misuses to prepare a position statement which will be forwarded to the SP Senior Leadership Team (SLT). Some of these issues include requiring textbooks solely for the online access codes, which provide access to quizzes and exams that students are required to take. Nicole will forward the position statement draft to the General Council for review once complete.

English Language Requirement (November 8, 2023)

Nicole also indicated that some students are experiencing difficulty understanding the coursework due to their lack of English proficiency. Nicole will contact Annie Fu, Manager, International Education regarding this concern.

Learning Plan Policy Proposal (November 22, 2023)

Deferred.

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

Complete. Nicole indicated that the committee noted concerns that students who are unable to secure employment will not be provided a refund for their Co-op Work Term Fees. Nicole explained that alternative arrangements would be provided to students who were unable to secure employment.

6.2 Student Affairs

Locker Concerns (July 22, 2022)

Deferred.

Cafeteria Concerns (June 22, 2022)

Naresh indicated that the cafeteria across all four campuses has extended their hours to 4:00 p.m. Moving forward, the Student Affairs Committee agreed to focus on concerns regarding food options and pricing.

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. It was noted that Kelli Wells, Wellness Coordinator, has been contacted regarding the availability of the gymnasium during the weekends for student use. It was discussed that should a response not be received promptly, committee members should contact Kendra Strong-Garcia, Director, Counselling & Health Services regarding these concerns.

Health Services (February 20, 2023)

Naresh indicated that committee members will check the Campus Nurses' office hours to ensure that they are available for students in need. Naresh will also contact Kendra regarding the Health Nurses' duties and responsibilities.

Bike Concerns (June 6, 2023)

Deferred.

Student Etiquette (November 8, 2023)

Naresh indicated that the orientation provided by the International Department for the Winter Intake included a section on the Student Code of Conduct in and out of class. It was noted that during Saskatoon Council Connect Meeting, students brought forward concerns regarding bullying on Campus. It was suggested that the committee contact Kendra regarding this concern.

6.3 Governance & Policy

Promotion of Outside Organizations (October 25, 2023)

Deferred.

Policy Updates (October 25, 2023)

Complete. The Governance Policy Series and Elections Policy Series amendments have been approved by the General Council.

6.4 Finance

Abhishek indicated that the committee will work on the H&D Plan – Admin Services Only option as soon as the Referendum has been completed.

7. Subject: Action Items

7.1 Used Program Materials (April 12, 2023)

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

ACTION: Carol

7.2 International Student Email List (September 30, 2022)

Deferred. Carol has scheduled a meeting with Kendra regarding this item.

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. Steven will bring this forward at the next Board Meeting.

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. Once the document is complete, Gabby will schedule a meeting with Madi.

ACTION: Gabby

7.6 Security Concerns for Examinations (December 20, 2023)

Deferred. Abhishek will contact Kendra to obtain clarification on examination protocols when the winter exam week starts. This item will be moved to Ongoing Business.

ACTION: Abhishek

7.7 Parking Concerns (December 20, 2023)

Deferred. Carol has scheduled a meeting with Kendra to discuss student concerns regarding parking. Naresh noted that the student parking is full, however, monthly passes are still being sold to students.

ACTION: Carol

7.8 AI Tools Usage (January 10, 2024)

Deferred.

ACTION: Louie

7.9 SPSA Elections (January 10, 2024)

7.9.1 DRO, Moose Jaw

Complete.

7.9.2 Student-at-Large Representatives

Complete.

7.10 Annual Services Review Committee (January 10, 2024)

Participants for the committee will be as follows:

- Abhishek Jain, VP Moose Jaw & Finance (Chair)
- Naresh Saroye, VP Prince Albert & Student Affairs (Vice Chair)
- Kumar Vikram, Campus Representative, Moose Jaw
- Michielin Nguyen, Campus Representative, Prince Albert
- Kai Nguyen, Campus Representative, Regina
- Nicole Zalesak, VP Saskatoon & Academic
- Carol Tetreault, General Manager (ex-officio)

Louie will schedule a meeting within the next two weeks.

ACTION: Louie

7.11 Remuneration & Honorarium Committee (January 10, 2024)

Participants for the committee will be as follows:

- Abhishek Jain, VP Moose Jaw & Finance (Chair)
- Vacant, Campus Representative, Moose Jaw
- Harishgowtham Shanmugam, Campus Representative, Prince Albert
- Bhavya Trivedi, Campus Representative, Regina
- Kriztel Sayana, Campus Representative, Saskatoon
- Soniya Shetty, Student-at-Large Representative, Moose Jaw
- Digvijay Singh Monga, Student-at-Large Representative, Prince Albert
- Abraham Charles Winston Churchill, Student-at-Large Representative, Regina
- Faith Whitehawk, Student-at-Large Representative, Saskatoon
- Steven Jose, President (ex-officio)
- Carol Tetreault, General Manager (ex-officio)

Louie will schedule a meeting within the next two weeks.

ACTION: Louie



7.12 FSAA In-Person Lobbying (January 10, 2024)

Deferred. Steven and Gabby are waiting for a response from the FSAA regarding the lobbying schedule. Steven will contact the FSAA should no response be received by the end of the week.

ACTION: Steven

7.13 Provost Student Advisory Committee (January 10, 2024)

Steven forwarded this concern to Alice Miller, AVP Student Services, who indicated that SP would review the committee's Terms of Reference. Steven will provide an update once it is available.

ACTION: Steven

8. Subject: New Business

8.1 Gap Coverage Referendum

The Referendum regarding the International Student Emergency Medical Coverage, Repatriation and Transportation Plan will be held on January 31, 2024. Carol, Louie and members from Gallivan & Associates are at all cities' campuses providing pamphlets and information regarding the proposed plan to students.

8.2 Meeting with AVP Miller

Steven met with AVP Miller last January 16, 2024, who indicated that the new classroom management system SP has been developing is currently undergoing an approval process. Once approved, the new system will be implemented in Fall 2024.

9. Subject: Ongoing Business

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

Abhishek and Carol noted that they will work with Gallivan once the referendum has been completed.

9.2 International Student Tuition Estimates (May 25, 2023)

10. Subject: Closed Session

The closed session began at 4:59 p.m.

The closed session ended at 5:55 p.m.

11. Subject: Announcements

There are no Announcements at this time.

12. Subject: Next Meeting

Tuesday, February 6, 2024, 4:45 p.m.

13. Subject: Adjournment



The meeting was adjourned at 5:57 p.m.

Date Accepted:

Signature: