



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

GENERAL COUNCIL MEETING MINUTES Moose Jaw, Prince Albert, Regina & Saskatoon Campuses Zoom Meeting Saturday, January 20, 2024

Present: Executive Council
Abhishek Jain, VP Moose Jaw Campus; Naresh Saroye, VP Prince Albert Campus;
Gabriela Pozner, VP Regina Campus and Nicole Zalesak, VP Saskatoon Campus

Campus Representatives
Regina: Bhavya Trivedi and Vihang Sadhu
Saskatoon: Kriztel Sayana, Daniel Jeong, and Luis Aguinaga

SPSA Staff
Carol Tetreault, General Manager, and Louie Ramos, Executive Assistant

Regrets: Executive Council
Steven Jose, President

Campus Representatives
Moose Jaw: Het Patel
Regina: Kai Nguyen
Prince Albert: Michielin Nguyen and Harishgowtham Shanmugam

1. Subject: Call to Order
Abhishek called the meeting to order at 9:53 a.m.

The SPSA acknowledges that we are on Treaty 4 and 6 Territory, 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 amended. CARRIED.

3. Subject: Adoption of Meeting Minutes
MOVED by Gabby, SECONDED by Nicole to accept the December 16, 2023, Meeting Minutes as presented. CARRIED.



4. Subject: Executive Council Reports

MOVED by Naresh, SECONDED by Luis to accept the October 11 to December 20, 2023, Executive Council Reports as presented. CARRIED.

5. Subject: Closed Session

The closed session began at 9:59 a.m.

The closed session ended at 10:11 a.m.

6. Subject: Standing Committee Updates

6.1 Academic Affairs Committee

OERs & Textbook Affordability

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.

Co-op Work Term Fees

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. Members also indicated that alternative arrangements would be provided to students who were unable to secure employment.

6.2 Finance Committee

The Finance Committee has reviewed the recent SPSA Financials and has found no concerns.

6.3 Governance & Policy Committee

The committee met last January 9, 2024, to finalize the proposed changes to the Governance and Elections Policy series which have been forwarded to the General Council for review and consideration.

6.2 Student Affairs Committee

Childcare Services

Naresh indicated that the childcare services listing is now available in the International Student Guide, Child Care.

Cleanliness

Naresh indicated that concerns were brought forward regarding the cleanliness of washrooms in the Saskatoon campus. It was noted that the stairwells and laboratories were not cleaned as well. Carol noted that the laboratories might be the responsibility of the Program to clean and disinfect. Staff will check the cleanliness of their campus to ensure that areas are cleaned properly.

ACTION: Carol & Louie

Louie indicated that plates and metal cutlery from the cafeteria are still found on tables all over the campus even though the cafeteria has posted signs indicating that plates and cutlery must not be taken out of the cafeteria. It was suggested that Naresh contact Bobbi Bates, Hospitality Services Manager regarding these concerns.

ACTION: Naresh

Fitness & Recreation

Naresh indicated new equipment has been purchased and some cardio machines have been moved to the first floor of the PA Campus Fitness Centres. Daniel noted that the barcode system has improved in the Saskatoon Campus, however, the Cardio Centre's barcode reader remains non-operational. Daniel has also contacted Kelli Wells, Wellness Coordinator, regarding the availability of the gymnasium during the weekends for student use. Daniel will provide an update once available. It was noted that should he not receive a timely response, Daniel should contact Kendra Strong-Garcia, Director, Counselling & Health Services regarding these concerns.

Cafeteria Concerns

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

Student Etiquette

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. Daniel noted that during the Saskatoon Council Connect Meeting, students brought forward concerns regarding bullying on Campus. It was suggested that the committee contact Kendra regarding this concern. Carol also asked council members to forward students to the Student Advocate should they have any bullying concerns.

Health Services

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

7. Subject: Campus Council Updates

7.1 Moose Jaw Campus

Abhishek indicated that the Campus Representative Applications have been completed and are currently in the process of interviewing potential candidates.

7.2 Prince Albert Campus

Naresh indicated that the Campus Representative Applications have been completed and are currently in the process of interviewing potential candidates. Naresh noted that a new International Student Advisor has been hired for the Prince Albert Campus.

7.3 Regina Campus

Gabby noted that there have been no significant changes at the Regina Campus.

7.4 Saskatoon Campus

Nicole indicated that there have been some concerns regarding the cleanliness of the campus, specifically the washrooms and the laboratories.

Kriztel indicated that there have been concerns regarding SP's responsibility vs Mount Royal's responsibility. Carol suggested a meeting with Kriztel to discuss all these issues.

ACTION: Kriztel & Carol

8. Subject: Action Items

8.1 Tuition & Fees Concerns

Deferred.

ACTION: Nicole

8.2 Student Etiquette

Please refer to 6.2 Student Affairs Committee.

8.3 International Student Admissions

Complete. Nicole noted that due to the higher rate of domestic student enrollment, some programs are unavailable to international students. Nicole also indicated that some students are experiencing difficulty understanding the coursework due to their lack of English proficiency. Members also noted concerns with Program descriptions on the SP website, noting that it is not indicative of how difficult said programs are. Some members indicated that their programs are too simple, and students feel unprepared once their practicum starts. Nicole will contact Annie Fu, Manager, International Education regarding these concerns. Nicole will also bring these issues forward at the Saskatchewan Post-Secondary Council.

ACTION: Nicole

8.4 AI Tools Usage

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

9. Subject: New Business

9.1 SPSA Financials Q2 December 31, 2023

Abhishek and Carol presented the SPSA Financials 2nd Quarter ending December 31, 2023, to the General Council.

MOVED by Nicole, SECONDED by Luis to accept the 2nd Quarter Financial Statements ending December 31, 2023, as presented. CARRIED.

9.2 SPSA Policies

The Governance and Policy Committee presented the proposed amendments to the following policies:

9.2.1 Governance Policy Series

The General Council discussed the possibility of including reference letter requests to the GOV 5 – Campus Representative Honorarium policy. Council members agreed that reference letters shall only be provided to General Council members who have completed their term.

MOVED by Gabby, SECONDED by Vihang to accept the proposed amendments to the Governance Policy Series as presented. CARRIED.

9.2.2 Elections Policy Series

MOVED by Gabby, SECONDED by Vihang to accept the proposed amendments to the Elections Policy Series as presented. CARRIED.

9.3 SPSA Student Fees

Carol indicated that any changes to the SPSA Student Fees structure must be submitted to SP by February 28, 2024.

ACTION: General Council

9.4 SPSA Elections

Louie presented the SPSA Election timeline to the General Council:

- SPSA Election Info Sessions February 12 – 16, 2024
- SPSA Nominations February 26 – March 8, 2024
- All Nominees' Meeting March 11, 2024
- Signature Collection March 12-13, 2024
- Campaign Period March 14-20, 2024
- SPSA Election Day March 21, 2024
- Results Announcement March 22, 2024

9.5 Student Credentials

Carol indicated that some programs have more credit units and hours than what their credentials parameters are as per SP Policy 114 - Credentials. Carol and Madi are looking further into this concern and will bring forward more information to the General Council once available.

ACTION: Carol

9.4 SPSA Committees

Louie indicated that the committees below will start to convene in the following weeks in preparation for the next GC Meeting and the Budget Retreat.

9.4.1 Annual Services Review Committee

Participants for the committee will be as follows:

- Abhishek Jain, VP Moose Jaw & Finance (Chair)
- Naresh Saroye, VP Prince Albert & Student Affairs (Vice Chair)
- Vacant, Campus Representative, Moose Jaw
- Michielin Nguyen, Campus Representative, Prince Albert
- Kai Nguyen, Campus Representative, Regina
- Nicole Zalesak, VP Saskatoon & Academic



9.4.2 Remuneration & Honorarium Committee

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
- Vacant, Student-at-Large Representative, Prince Albert
- Abraham Charles Winston Churchill, Student-at-Large Representative, Regina
- Faith Whitehawk, Student-at-Large Representative, Saskatoon

10.Subject: Announcements

10.1 Staff Update

Carol is in the process of hiring for the Student Advocate, South position. Carol indicated that she and Louie will be assisting Madi with some of her advocacy duties until a new Student Advocate has been hired.

11.Subject: Next Meeting

Saturday, February 10, 2024, 9:00 a.m. (Zoom)

12.Subject: Adjournment

The meeting was adjourned at 11:59 a.m.

Date Accepted:

Signature: