



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.

GENERAL COUNCIL MEETING MINUTES Moose Jaw, Prince Albert, Regina & Saskatoon Campuses Zoom Meeting Saturday, November 18, 2023

Present: Executive Council
Steven Jose, President; 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
Moose Jaw: Swetal Shah, Siddharth Jain
Regina: Bhavya Trivedi, Kai Nguyen, Vihang Sadhu
Prince Albert: Michielin Nguyen, Harishgowtham Shanmugam
Saskatoon: Kriztel Sayana, Daniel Jeong, Luis Aguinaga

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

Regrets: Campus Representatives
Moose Jaw: Het Patel
Prince Albert: Kevin Duong

1. Subject: Call to Order
Steven called the meeting to order at 9:04 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 Naresh, SECONDED by Nicole to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes
MOVED by Abhishek, SECONDED by Harish to accept the October 15, 2023, Meeting Minutes as presented. CARRIED.

4. Subject: **Standing Committee Updates**

4.1 Student Affairs Committee

Wellness Fee

The Committee will be monitoring the Fitness and Gym Facilities for any issues that may arise.

Health Services

Naresh has contacted Kendra Strong Garcia, Interim Director, Counselling & Health Services regarding providing a comprehensive list of services that the Campus Health Nurses will provide and is currently waiting for a response.

SP Academic Sanctions

Committee members reviewed the research provided by Louie and agreed that SP Academic Sanctions are better compared to other post-secondary institutions.

4.2 Academic Affairs Committee

Textbook Affordability

Nicole indicated that instructors and Program Heads oversee which textbooks students require for their specific programs. The Committee is gathering information on programs that require textbooks solely for the online access codes, which provide access to quizzes and exams that students are required to take. It was noted that there is also a price discrepancy between buying from the Bookstore and online. The Committee is also in the process of developing a Textbook Policy Proposal for presentation to the SP Senior Leadership Team.

Open Educational Resources

Nicole has received a response from Dr. Mike Gillespie, AVP Learning & Teaching, who noted various reasons for the lack of interest in OERs from instructors. It was noted that time and resources are limited to effectively develop an OER for a specific class. The Committee will continue brainstorming ideas for an OER Campaign.

Learning Plan Policy Proposal

The Committee will work closely with the Student Advocates to develop a Learning Plan Policy Proposal to present to the SP Senior Leadership Team.

Co-op Work Term Fees

Committee members indicated that students who decide to participate in a co-op work term would need to pay a fee of \$1,400. Louie has forwarded his research to the Academic Committee for review and discussion at their next meeting.

4.3 Governance & Policy

Policy Updates

The Committee is currently working on developing suggested amendments for the following policies:

- GOV 5 – Campus Representative Honorarium
- GOV 6 – Executive Council Remuneration & Accountability

- GOV 9 – Executive Council Spring Retreat

Once complete, the Committee will forward the policies to the Remuneration & Honorarium Committee and then to the General Council for review and consideration.

6.4 Finance

SPSA Financial Statements

The Committee met last week to discuss the SPSA Financials ending October 31, 2023 and the SPSA Operating Budget 2023/24 (Actuals. Oct 2023).

H&D Plan

The Committee discussed the upcoming International Student Emergency Medical Coverage, Repatriation and Transportation Plan Referendum. Committee members also discussed and provided feedback on the current Health & Dental Plan services. Carol suggested that the Finance Committee look into Canada Life vs. Adjudicare at an upcoming committee meeting.

5. Subject: **Action Items**

5.1 OER & Textbook Affordability

Please refer to Standing Committee Updates, 4.2 Academic Affairs Committee.

5.2 Tuition & Fees Concerns

Nicole is currently preparing a document to compare domestic and international tuition rates for the past few years. Steven indicated that we can forward the students' tuition concerns to the Saskatchewan Post-Secondary Council and the SP Board of Directors. Gabby also suggested forwarding the concerns to the FSAA as well.

Carol noted that the SP Tuition and Fees Procedures, 1.2 International Student Tuition Fees outlines that:

“No later than the end of April each year, the Senior Academic Leadership Team and Senior Leadership Team will confirm and approve international tuition amounts for the following academic year. For example, the approved tuition will be known by April 30, 2023, for the 2024-2025 academic year.

International tuition will be assessed and based on market comparability and an average annual cost of living increase of 2%. Should it be determined that the average annual cost of living (three-year average) is higher than 2%, the tuition increase will be adjusted accordingly”

It was suggested that the General Council monitor the tuition and fees rates for the 2024-2025 academic year to ensure that the SP Tuition & Fees Policy and Procedures are being adhered to. This topic will be added to the upcoming Transition Retreat Meeting.

ACTION: Nicole

5.3 Childcare Support for Students

Naresh received a response from Ben Gamble, Manager, Student Experience, who provided a link to the SK Childcare Services website. Naresh explained that SP is unable to provide an accurate listing as the childcare locations would not notify SP of changes to their services. Naresh noted that it should be SP's responsibility to provide this list to students. This item will be brought forward to the SP Senior Leadership Team at the next SP-SPSA Meeting.

ACTION: Naresh

5.4 Parking Concerns

Deferred. Naresh has contacted Kendra and is still waiting for a response.

ACTION: Naresh

5.5 Cafeteria Concerns

General Council members indicated that students' concerns haven't been addressed. Daniel indicated that the cafeteria has introduced their new sustainability plan, wherein takeout boxes can be bought for an additional charge. It was noted that with this change, plates and metal cutlery have been consistently taken out of the cafeteria and left on tables which is causing cleanliness concerns. General Council members also mentioned concerns regarding the vending machines. The Cold Vending Machine in Moose Jaw only has snack items instead of cold food items and pop/snack vending machines are empty and broken on multiple occasions. It was suggested that these concerns be brought forward to the SP Senior Leadership Team at the next SP-SPSA Meeting.

ACTION: Naresh

Kai joined the meeting at 10:23 p.m.

5.6 Student Concerns Follow-up

Deferred. Executive Council has followed up with Kendra and still waiting for a response.

ACTION: Executive Council

Kriztel indicated that students have security concerns at the Ave W Campus, specifically at the bus stops where students have been harassed and stalked on multiple occasions. Students have contacted their Program Heads and Campus Safety & Security regarding these concerns, who are currently working with the YWCA and Saskatoon Transit for a "Speak Now" campaign to help alleviate these concerns. Carol suggested that the City Ward Councillors for the area be contacted regarding these issues as well. Carol and Louie can assist in developing a letter if needed.

6. Subject: New Business

6.1 ITS Helpdesk Survey

The SPSA received communication from Shauna Busse, Team Lead, IT Service Desk regarding a usability survey study on the new client portal that the SP Information Technology Services (ITS) is launching. Louie indicated that anyone interested in participating can contact Shauna directly.

6.2 Student Etiquette

It was noted that there have been complaints regarding student conduct and etiquette on campus. General Council members indicated that some students have been disrespectful and disruptive on multiple occasions. It was suggested that the Student Affairs Committee contact Kendra and the International Education to provide a session regarding the Student Code of Conduct and Canadian Culture.

ACTION: Naresh

7. Subject: Closed Session

The closed session began at 10:51 a.m.

The closed session ended at 10:57 a.m.

8. Subject: Announcements

8.1 Holidays

Carol will be away from the office from November 21 - December 14, 2023. Carol will be available via email but may have limited access during this time.

9. Subject: Next Meeting

Saturday, December 9, 2023, 9:00 a.m.

10. Subject: Adjournment

The meeting was adjourned at 10:59 a.m.

Date Accepted:

Signature: