



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.
EXECUTIVE COUNCIL MEETING MINUTES
Moose Jaw, Prince Albert, Regina & Saskatoon Campuses
Rm. 911, Regina Campus
Tuesday, May 21, 2024

Present: Abhishek Jain, President; Soniya Shetty, VP Finance;
Altaf Iqbal Mansuri, VP Moose Jaw Campus; Vihang Sadhu, VP Regina Campus;
Harishgowtham Shanmugam, VP Prince Albert Campus;
Kriztel Sayana, VP Saskatoon Campus; Carol Tetreault, General Manager and
Louie Ramos, Executive Assistant

1. Subject: Call to Order

Abhishek called the meeting to order at 11:50 a.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 Kriztel, SECONDED by Harish to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes

MOVED by Kriztel, SECONDED by Vihang to accept the April 28, 2024 Meeting Minutes as presented. CARRIED.

4. Subject: Executive Council Reports

MOVED by Harish, SECONDED by Kriztel to accept the May 21, 2024, President's and Vice Presidents Moose Jaw, Prince Albert and Saskatoon's Reports as presented. CARRIED.

ACTION: Vihang

5. Subject: General Manager's Report

MOVED by Kriztel, SECONDED by Altaf to accept the May 21, 2024, General Manager's Report as presented. CARRIED.

6. Subject: Standing Committee Updates**6.1 President Update**

Abhishek met with Kriztel, Carol and Kevin Gue, AVP Facilities Management and Development, regarding the new Saskatoon Campus build. Abhishek is currently awaiting his appointment to the SP Board of Directors.

6.2 VP Finance Update

Soniya has met with Carol and the auditors to discuss the plan for the upcoming audit. Soniya has also met with Carol several times to discuss the SPSA Financial Statements, cheques and the SPSA Internal Operations Manual.

6.3 Academic Affairs Update**Open Educational Resources and Textbook Affordability**

Altaf indicated that Nicole Zalesak, former VP Saskatoon presented the SPSA Textbook Affordability at the Provost Advisory Committee on May 7, 2024. Altaf noted that Dr. Has Malik, Provost and VP Academic indicated that he will look further into these concerns and address them accordingly. Altaf will continue monitoring the concerns to ensure that they will be addressed for the upcoming academic year.

6.4 Student Affairs Update**Health Services**

Harish indicated that the meeting with Cara Workman, Director, Counselling, Accessibility and Health Services on April 29, 2024 was postponed and no new meeting date has been scheduled. Harish will contact Cara to request an update.

6.5 Governance Update

Kriztel has been reviewing the Bylaws and the Election Policies Series to ensure that the wording is concise. Kriztel has requested Executive Council feedback on Bylaw 7. The deadline to submit the feedback is on June 7, 2024.

6.6 External Affairs Update

Vihang indicated that a new Minister of Advanced Education has been appointed and that he is planning on contacting the Hon. Colleen Young to bring forward our student representation concerns.

7. Subject: Action Items**7.1 President's EC Reports (April 1, 2024)**

Complete.

7.2 Used Program Materials (April 12, 2023)

Executive Council met with Kendra Strong-Garcia, Director, Student Engagement & Learning Services, who indicated that the SPSA should only sell used textbooks as per the SP/SPSA Master Partnership Agreement. Soniya will forward this agenda item to the Senior Leadership Team (SLT) to indicate that selling used program materials will assist both SP and the SPSA in achieving their sustainability goals following the Sustainable Development Goals (SDG) Accord.

ACTION: Soniya

7.3 International Student Email List (September 30, 2022)

Executive Council met with Kendra, who indicated that the SPSA's request for an International Student-only email list has been denied. Carol will look into the distribution list we have received to determine if we can identify whether a student is an international student or a domestic student.

ACTION: Carol

7.4 Brightspace Instructor Training (August 25, 2023)

Ongoing. Altaf will contact Kendra and request for an update.

ACTION: Altaf

7.5 SP Board of Directors Minutes' Format Changes Rationale (October 25, 2023)

Deferred.

ACTION: Abhishek

7.6 Parking Concerns (December 20, 2023)

This agenda item will be moved to Ongoing Business.

ACTION: Louie

7.7 SPSA Fees – LINC Students (March 6, 2024)

Deferred. Abhishek and Carol have scheduled a meeting with Dr. Susan Blum, AVP (Interim) Centre for Continuing Education and Kendra on June 28, 2024.

ACTION: Abhishek & Carol

7.8 SP Orientation for Incoming EC (April 17, 2024)

Abhishek has contacted Alice Miller, AVP Student Services, to request the SP/SPSA Orientation but has not received a response. Abhishek will contact Dr. Larry Rosia, SP President and CEO to request the same.

ACTION: Abhishek

7.9 SP Student Services Retreat (April 17, 2024)

Complete. Abhishek, Altaf and Kriztel attended the SP Student Services Retreat in Saskatoon. Kriztel indicated that SP was receptive and appreciative of the student input they have provided. Abhishek noted that it was beneficial and recommended that the respective SPSA Staff be invited to attend this retreat for the upcoming year to assist with the operations inquiries.

7.10 H&D Plan – Admin Services Only Option (July 5, 2023)

Ongoing. Abhishek, Soniya and Carol will attend the upcoming Client Advisory Committee slated for June 17 – 20, 2024.

ACTION: Abhishek, Soniya & Carol

7.11 URSU Introduction Meeting (April 28, 2024)

Executive Council agreed indicated that meeting with the new URSU Council will be beneficial to foster relations. Vihang will contact Oghenerukevwe Erifeta, URSU VP External Affairs to respond to their request. An agenda item for discussion would be the student services fees being assessed to Saskatoon ScBScN students.

ACTION: Vihang



7.12 SP Hackathon 2024 (April 28, 2024)
Deferred.

ACTION: Kriztel

7.13 President Reporting (April 28, 2024)
Complete.

8. Subject: New Business

8.1 SPSA Financial Statements ME April 30, 2024

MOVED by Kriztel, SECONDED by Vihang to accept the SPSA Monthly Financial Statements ending April 30, 2024, as presented. CARRIED.

9. Subject: Ongoing Business

9.1 International Student Tuition Estimates (May 25, 2023)

Complete. The SPSA will continue monitoring the 2024-2025 Tuition & Fees and forward any concerns should issues arise.

9.2 Security Concerns for Examinations (December 20, 2023)

Complete. Abhishek noted no student concerns from the last examination season.

9.3 Campus Dentist (February 19, 2024)

Complete.

9.4 SP Academic Appeals Policy (November 8, 2023)

Ongoing. Kriztel and Altaf will meet with Madi to review the procedures and provide suggestions for consideration.

9.5 AI Tools Guidelines (January 10, 2024)

Ongoing. The SPSA will review the AI Tools Guidelines once released by SP.

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

Vihang has contacted Michael Gauld, Organizer-Membership Development, British Columbia Federation of Students (BCFS) to request an update on the postponed FSAA in-person lobbying but has not received a response.

9.7 English Language Skills Supports (November 8, 2023)

Ongoing. Executive Council will continue monitoring student needs.

9.8 Advanced Chemistry Tutor (February 19, 2024)

Complete.

10. Subject: Closed Session

The closed session began at 1:02 p.m.

The closed session ended at 1:19 p.m.



11. Subject: Announcements

There are no Announcements at this time.

12. Subject: Next Meeting

June 10, 2024, Prince Albert Campus

13. Subject: Adjournment

The meeting was adjourned at 1:20 p.m.

Date Accepted:

Signature: