



**SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.**  
**EXECUTIVE COUNCIL MEETING MINUTES**  
**Moose Jaw, Prince Albert, Regina & Saskatoon Campuses**  
**Zoom Meeting**  
**Wednesday, July 3, 2024**

**Present:** Abhishek Jain, President; 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

**Regrets:** Soniya Shetty, VP Finance

**1. Subject: Call to Order**

Abhishek called the meeting to order at 10:00 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 Vihang, SECONDED by Kriztel to accept the June 10-11, 2024 Meeting Minutes as presented. CARRIED.

**4. Subject: Executive Council Reports**

MOVED by Kriztel, SECONDED by Vihang to accept the July 3, 2024, Executive Council Reports as presented. CARRIED.

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

MOVED by Kriztel, SECONDED by Harish to accept the July 3, 2024, General Manager's Report as presented. CARRIED.

Carol noted that the SPSA has not received the SA Fees Preliminary Reports requested from SP. Carol has contacted Danny Freire, Registrar and Director of Enrollment Services regarding receiving this information and is awaiting a response.

## 6. Subject: Executive Council Updates

### 6.1 President Update

Abhishek has been busy with various meetings as outlined below:

- Client Advisory Council (June 17 – 21, 2024)
- USSU Meeting (July 11, 2024)
- SP Orientation (June 14, 2024)

Abhishek has also met the Hon. Colleen Young, Minister of Advanced Education in Moose Jaw briefly, wherein he introduced the SPSA and requested a meeting for the next month if possible.

### 6.2 VP Finance Update

Deferred.

### 6.3 VP Moose Jaw and Academic Affairs Update

#### Textbook Affordability

Deferred. Altaf indicated that during the SP Orientation, it was mentioned that several courses have started implementing OERs. It was suggested that the SPSA focus our efforts on textbook affordability as some courses might not be able to utilize OERs due to the availability of content. It was noted that Soniya is currently looking into the Sustainability Development Goals (SDG) Accord for used program materials, under which textbooks can fall. Louie will send out a copy of the SDG Accord to the Executive Council.

**ACTION: Louie**

#### Meeting with Government Officials

Altaf will contact MLA Tim McLeod to discuss transit and housing. It was noted that Carol and Louie can assist with this communication. Altaf also stated that he is planning to meet with the Moose Jaw Chamber of Commerce.

#### Academic Integrity

Altaf indicated that Academic Integrity Courses are now mandatory for students. Altaf pointed out that the course is easy to understand and manageable as it is only an hour course.

### 6.4 VP Prince Albert and Student Affairs Update

#### Cafeteria Concerns

Harish has contacted Kendra Strong-Garcia, Director, Student Engagement & Learning Services regarding this concern and is awaiting a response. It was also mentioned that students have expressed over the vending machine refunds and lack of product. Harish will contact Bobbi Bates, Manager, Hospitality Services regarding this concern.

#### PA City Transit

Harish indicated that the PA City Transit will be increasing the fares to provide more services starting in the Fall. It was noted that the SPSA can advocate for increasing the

bus frequency due to the fare hike. Harish also indicated that the PA City Transit is looking into developing a student semester pass.

#### 6.5 VP Saskatoon and Governance Update

##### *Saskatoon City Transit*

Kriztel has met with Darren Hill, Ward 1 Saskatoon City Councillor and Saskatoon City Transit to discuss city transit concerns. It was noted that Saskatoon Transit will be looking into adding bus shelters near the Main Campus.

##### *Housing Accelerator Fund*

Kriztel and members of the USSU Executive Council attended the City Council discussion forum to learn more about this Federal Government fund. Kriztel will work with USSU in scheduling a meeting with the Saskatoon Mayor and the City Councillors regarding this concern.

##### *SPSA Governance*

Kriztel has forwarded her Bylaw revision suggestions to Executive Council and Carol for review and input. Kriztel is also looking into revamping the Strategic Plan as it is up for review.

#### 6.6 VP Regina and External Affairs Update

##### *Regina City Transit*

Vihang, Carol and Dhurga met with the Regina City Transit to discuss student concerns such as safety, affordability and availability. During the meeting, it was suggested that a Post-Secondary Pass be implemented, which has to be approved by the City Council and will not be implemented until 2025. Carol suggested that the SPSA survey students regarding transit to determine student needs and wants. Executive Council will work on a survey at the next in-person meeting.

**ACTION: Executive Council**

##### *URSU Meeting*

Vihang indicated that URSU's Executive Council will be on holidays for the next few weeks and a meeting will not be feasible at this time. Vihang will develop a letter detailing SCBScN students' concerns. Carol and Louie can assist with the development of the letter.

## **7. Subject: Action Items**

### 7.1 Used Program Materials (April 12, 2023)

Deferred.

**ACTION: Soniya**

### 7.2 International Student Email List (September 30, 2022)

Deferred.

**ACTION: Carol**



#### 7.3 Brightspace Instructor Training (August 25, 2023)

Deferred. Altaf indicated that if no response is received by the end of July, he will contact Kendra for an update

**ACTION: Altaf**

#### 7.4 SPSA Fees – LINC Students (March 6, 2024)

Complete. Abhishek and Carol noted that SP will continue payment for the LINC students' SPSA Fees as outlined in Section E of the SP Fee Schedule.

#### 7.5 SP Orientation for Executive Council (April 17, 2024)

Complete. Executive Council attended the SP Orientation on June 14, 2024. Abhishek noted that the session was informative however, no SP Senior Leadership member was in attendance. It was noted that having the SP Senior Leadership Team would have been beneficial so that the Executive Council could understand how the SLT functions. Executive Council will provide these suggestions at the next SP-SPSA Meeting.

**ACTION: Executive Council**

#### 7.6 URSU Introduction Meeting (April 28, 2024)

Please refer to 6.6 VP Regina and External Affairs Update.

#### 7.7 SP Hackathon 2024 (April 28, 2024)

Deferred. Kriztel has reached out to Ryan Greyeyes to request an update on this service and is currently awaiting a response.

**ACTION: Kriztel**

#### 7.8 USSU Meeting (June 10, 2024)

Complete. The Executive Council met with the USSU's Executive Council last June 11, 2024, who noted that the meeting went well. Kriztel indicated that USSU is willing to collaborate in the future, specifically for federal lobbying efforts. Abhishek noted that USSU also wanted to create a quarterly meeting schedule with the SPSA to foster good relations and collaboration. It was also noted that the USSU has not met with the Minister of Advanced Education.

### **8. Subject: New Business**

#### 8.1 Academic Council Appointments

Executive Council has determined that Abhishek and Altaf will participate in the Academic Council meetings. Louie will contact Alisha Steele, Executive Assistant to Dan Mackay, Vice Provost, regarding the SPSA's representatives to the Academic Council.

**ACTION: Louie**

#### 8.2 Student Union Development Summit 2024

Executive Council will be attending the Student Union Development Summit slated for August 9-12, 2024. Should alternative travel arrangements be needed, the Executive Council should inform Carol and Louie by Friday, July 5, 2024.

**ACTION: Executive Council**

#### 8.3 SPSA Financials ME May 2024



MOVED by Vihang, SECONDED by Kriztel to accept the SPSA Financials ending May 31 2024 as presented. CARRIED.

8.4 SP Summer All Employees PD 2024

Abhishek indicated that an invite was forwarded to the Executive Council regarding attending professional development sessions for all employees on August 27<sup>th</sup> in Regina and on August 28<sup>th</sup> in Saskatoon. Concerns were raised regarding the session dates as it is two days before the beginning of Fall 2024 classes. Harish will contact Kendra regarding the availability to access SP staff during this event.

**ACTION: Harish**

8.5 International Student Notice Email

Executive Council noted that incoming international students received a notice email containing information regarding forfeiture of the international tuition deposit that does not align with the current Tuition & Fees Policy. Carol and Louie will look further into this concern.

**ACTION: Carol & Louie**

**9. Subject: Ongoing Business**

9.1 SP Academic Appeals Policy (November 8, 2023)

Kriztel has forwarded the SPSA's concerns and suggestions to Alice Miller, AVP Student Services and is currently waiting for a response. This item will be moved to Action Items.

9.2 AI Tools Guidelines (January 10, 2024)

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

9.4 Parking Concerns (December 20, 2023)

9.5 SPSA Student Services Review (June 10, 2024)

Complete.

**10. Subject: Closed Session**

The closed session began at 11:46 a.m.

The closed session ended at 11:49 a.m.

**11. Subject: Announcements**

11.1 Staff Update

Carol indicated a job posting for the Student Advocate, South position is posted. Carol will be conducting interviews on July 22-23 in Regina.

11.2 In-person Meeting

The next in-person meeting will be in Moose Jaw, which is slated for July 29-30, 2024



**12. Subject: Next Meeting**  
July 30, 2024, 10:00 a.m., Moose Jaw Campus

**13. Subject: Adjournment**  
The meeting was adjourned at 11:51 a.m.

Date Accepted:

Signature: