



**SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.**  
**EXECUTIVE COUNCIL MEETING MINUTES**  
**Moose Jaw, Prince Albert, Regina & Saskatoon Campuses**  
**Rm. A 103, Prince Albert Campus**  
**Monday & Tuesday, June 10-11, 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 1:30 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 Kriztel, SECONDED by Harish to accept the Agenda as amended. CARRIED.

**3. Subject: Adoption of Meeting Minutes**

MOVED by Harish, SECONDED by Vihang to accept the May 21, 2024 Meeting Minutes as presented. CARRIED.

**4. Subject: Executive Council Reports**

MOVED by Vihang, SECONDED by Kriztel to accept the June 10, 2024, Executive Council Reports as presented. CARRIED.

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

MOVED by Kriztel, SECONDED by Vihang to accept the June 10, 2024, General Manager's Report as presented. CARRIED.

**6. Subject: Executive Council Updates**

6.1 President Update

Abhishek has been busy with various meetings as outlined below:

- myCanadaPlan meeting with Carol and Danny Friere, Registrar and Director of Enrolment Services
- H&D Plan, Admin Services Only Option Meeting with Soniya and Carol
- New Saskatoon Campus Building (June 12, 2024)
- SP Orientation (June 14, 2024)
- Client Advisory Council (June 17 – 21, 2024)

Abhishek has also reviewed SP Policies 119, Evaluation of Student Learning and Policy 509, Institutional Review for Degree Programs and Services, which was forwarded to Madi for review. Abhishek indicated that he has forwarded Altaf's name to the City of Moose Jaw Youth Advisory Committee.

#### 6.2 VP Finance Update

Soniya has met with Abhishek and Carol regarding the H&D Plan, Admin Services Only Option and the H&D Plan GIC. Soniya will attend the SP Orientation slated for June 14, 2024, in the Moose Jaw Campus and the Client Advisory Council scheduled for June 17 – 20, 2024 in Waterloo.

#### 6.3 VP Moose Jaw and Academic Affairs Update

##### *Textbook Affordability*

Deferred.

Altaf will attend the SP Orientation slated for June 14, 2024, in the Moose Jaw Campus. Altaf also noted that the City of Moose Jaw Youth Advisory Committee will not meet until the start of October 2024.

#### 6.4 VP Prince Albert and Student Affairs Update

##### *Health Services*

Harish met with Cara Workman, Director, Counselling, Accessibility and Health Services on May 31, 2024. Harish noted that Cara was very welcoming and receptive to our concerns and provided a list of services Campus Health Nurses can provide to students. Harish indicated that Cara was also considering extending the Counselling Hours due to demand. It was suggested that a meeting be scheduled between the SPSA and Health Services to learn more about each other's services.

##### *Cafeteria Concerns*

There have been some concerns regarding the usage of the same oil for frying vegan options. Harish will contact Kendra Strong-Garcia, Director, Student Engagement & Learning Services regarding this concern.

#### 6.5 VP Saskatoon and Governance Update

Kriztel has been reviewing the Bylaws and the Election Policies Series to ensure that the wording is concise. Kriztel has also contacted the relevant Saskatoon City Ward Councillors to discuss city transit concerns.

#### 6.6 VP Regina and External Affairs Update

Vihang, Carol and Louie prepared a congratulatory letter, which was forwarded to the Hon. Colleen Young, the newly appointed Minister of Advanced Education. Vihang noted that the congratulatory letter also included a request for a meeting. Vihang has also contacted the relevant Regina City Ward Councillors to discuss concerns with the city's transit.

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

#### 7.1 VP Regina's EC Reports (May 21, 2024)

Complete.

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

Soniya indicated that selling used program materials will assist both SP and the SPSA in achieving their sustainability goals following the Sustainable Development Goals (SDG) Accord. Soniya will review the SDG Accord documentation and forward her suggestions to the Senior Leadership Team (SLT).

**ACTION: Soniya**

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

Deferred.

**ACTION: Carol**

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

Altaf has contacted Kendra, who indicated that she has reached out to Dasha Kinelovsky, Director, Instructional and Leadership Development Centre (ILDC) to inquire about the Brightspace Training for instructors. Altaf will provide an update once available.

**ACTION: Altaf**

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

Complete. Kriztel met with Ev Slavin-Scharback, EA to the President & CEO and Trish Schmidt, EA to the Board of Directors regarding the SPSA request to receive the SP Board of Director's Meeting Minutes. Kriztel indicated that the meeting minutes format was changed as the SP Board of Directors has been practicing a new governance policy model. It was suggested that the SPSA initiate a standing request for meeting minutes on a quarterly or after every meeting. Louie will take note of the upcoming SP Board of Directors' meeting dates and request the meeting minutes after each of the meetings.

#### 7.6 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**

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

Executive Council will attend the SP Orientation scheduled for June 14, 2024, at 1:00 p.m. Available Executive Council members in Moose Jaw will attend the meeting in

person, while others will attend via Zoom. Executive Council will provide an update after the meeting.

**ACTION: Executive Council**

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

Complete. Executive Council indicated that the Admin Services Only Option has been approved and that the deposit has been secured by CanadaLife.

7.9 URSU Introduction Meeting (April 28, 2024)

Deferred. Executive Council suggested inviting the URSU Council to Moose Jaw during the EC Meeting in August. Vihang will contact Oghenerukevwe Erifeta, URSU VP External Affairs indicating same.

**ACTION: Vihang**

7.10 SP Hackathon 2024 (April 28, 2024)

Kriztel noted that students who participated in the SP Hackathon presented the following ideas:

- An improved student and campus event calendar.
- SPCard - a unified access card and student ID for all things on campus.
- A student-led community forum.
- A carpool app exclusively for Sask Polytech students.
- An improved booking experience for students requiring testing accommodations.

It was mentioned that the improved booking experience for accommodations was the winning idea and is currently being reviewed by IT Services. Kriztel has reached out to Ryan Greyeyes to request an update on this service.

**ACTION: Kriztel**

**8. Subject: New Business**

8.1 USSU Meeting Discussion Points

Executive Council would like to discuss the following agenda items with the USSU Executives:

- Elections Process and External CRO
- Meeting with the Minister of Advanced Education
- Saskatchewan Student Coalition (SSC)
- SafeWalk Program
- Saskatoon Transit Concerns

Executive Council will provide an update after the meeting.

**ACTION: Executive Council**

8.2 SPSA Services

Kriztel asked Executive Council members to review all SPSA Student Services to develop suggestions for improvement. This item will be moved to Ongoing Business.

**ACTION: Louie**



**9. Subject: Ongoing Business**

9.1 SP Academic Appeals Policy (November 8, 2023)

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

9.2 AI Tools Guidelines (January 10, 2024)

9.3 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. Vihang indicated that the FSAA is currently awaiting the new ASEC and BCITSA appointments.

9.4 English Language Skills Supports (November 8, 2023)

Kriztel has contacted Kendra, who indicated that Learning Services had hosted conversation clubs before, however, student participation was low and was eventually dissolved. Executive Council agreed to continue monitoring these concerns and to bring it up again should new issues arise.

9.5 Parking Concerns (December 20, 2023)

Carol will contact Dhurga to check the condition of the parking lots in the Regina Campus.

*Executive Council will reconvene tomorrow, June 11, 2024, at 8:30 a.m.*

*Executive Council reconvened at 8:31 a.m.*

**10. Subject: Closed Session**

The closed session began at 8:43 a.m.  
The closed session ended at 9:18 a.m.

**11. Subject: Announcements**

11.1 Staff Update

Carol indicated that Jihyun Song, Office Coordinator's last day will be on June 27, 2024. The SPSA wishes her all the best in her future endeavours. Carol also noted that a job posting for the Student Advocate, South position will be posted in the near future.

**12. Subject: Next Meeting**

July 3, 2024, 10:00 a.m. (Zoom)

**13. Subject: Adjournment**

The meeting was adjourned at 9:26 a.m.



Date Accepted:

Signature: