



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.
EXECUTIVE COUNCIL MEETING MINUTES
Moose Jaw, Prince Albert, Regina & Saskatoon Campuses
Zoom Meeting
Wednesday, October 30, 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 4:31 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 Vihang, SECONDED by Altaf to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes

MOVED by Vihang, SECONDED by Kriztel to accept the September 25, 2024 Meeting Minutes and the October 23, 2024, Student Society Ratification e-vote as presented. CARRIED.

4. Subject: Executive Council Reports

MOVED by Kriztel, SECONDED by Vihang to accept the October 30, 2024, President's and Vice Presidents' Finance, Moose Jaw, Regina and Saskatoon Reports as presented. CARRIED.

ACTION: Harish

5. Subject: General Manager's Report

MOVED by Vihang, SECONDED by Altaf to accept the October 30, 2024, General Manager's Report as presented. CARRIED.

Carol noted that she will be attending the AMICCUS-C Western Regional Conference/Meetings from November 4-7, 2024 and will be on holiday from November



20 – December 18, 2024. Carol will have access to emails and be available for any meetings during that time.

6. Subject: **Executive Council Updates**

6.1 President Update

Abhishek has been busy attending various meetings:

- Academic Council Meeting – a couple of Programs have received revision in their curriculum
- Board of Directors Meeting – received a presentation on the new Strategic Enrollment Plan developed by Sask Polytech.
- Meeting with Alice Miller, AVP Student Services – discussed SP updates and the convocation. Abhishek noted that SP will be scheduling more convocation days to remedy the issue of overcrowding and parking. It was also noted that new graduation gowns will be purchased to alleviate supply concerns.
- Meeting with Ev Slavin-Scharback – Abhishek met with Ev to schedule the SP/SPSA Quarterly Meetings. Please refer to 7.8 SP/SPSA Quarterly Meetings for meeting dates and times.

6.2 VP Finance Update

Soniya has reviewed the 1st Quarter SP Financials Statements ending September 30, 2024, and distributed them to the General Council for review and consideration. Soniya also noted that a new TV replacement has been approved for the Saskatoon Campus.

6.3 VP Moose Jaw and Academic Affairs Update

Textbook Affordability

Deferred.

Meeting with Government Officials

Complete. Atlaf suggested distributing congratulatory letters to the successful candidates in the recently conducted Elections. Carol and Louie will assist in preparing these documents.

Student Lounge Concerns

Complete. Atlaf indicated that students can once again use the table tennis equipment and that we have not received any complaints recently.

International Student Concerns

Atlaf has scheduled a meeting on Wednesday, November 27, 2024 with Kristen Craig, Dean of the Faculty of Business and Management, Thevi Pather, AVP International and Kendra Strong-Garcia regarding the recent IRCC Ruling regarding International Student Permits.

6.4 VP Prince Albert and Student Affairs Update

Cafeteria Concerns

Deferred. Executive Council members noted some concerns such as the lack of vegetarian and Halal options. Members also noted that an ingredients list must be

provided to determine if a food item is safe to eat for those with specific dietary requirements. Another concern brought forward was the vending machine operations, specifically, the lack of product and refund requests. Harish will contact Bobbi Bates, Hospitality Services Manager regarding these concerns.

6.5 VP Saskatoon and Governance Update

SCBScN Program

Deferred. Kriztel and Vihang will contact Kendra Strong-Garcia, Director, Student Experience and Learning Services regarding this concern.

SPSA Governance Policies

Kriztel indicated that the Governance and Policy Committee met to discuss the upcoming Bylaws and Policies amendments.

Campus Update

Kriztel attended the Saskatoon Premiere Business Awards (SABEX) and was also invited to attend the International Education Week as a student panellist.

6.6 VP Regina and External Affairs Update

Campus Update

Vihang announced that Jatin Bajaj has resigned from his position as Campus Representative, Regina Campus.

7. Subject: **Action Items**

7.1 President's EC Report (September 25, 2024)

Complete.

7.2 Used Program Materials (April 12, 2023)

Deferred. Soniya will forward this to the Senior Leadership Team (SLT) and request to amend the current Agreement to align better with the SP's and SPSA's sustainability goals. This will be added to the SLT Meeting Agenda slated for November 6, 2024.

ACTION: Louie

7.3 Brightspace Instructor Training (August 25, 2023)

Deferred. Altaf is currently awaiting a response from Kendra.

ACTION: Altaf

7.4 SP Hackathon 2024 (April 28, 2024)

Deferred. Harish is currently awaiting a response from Cara Workman, Director, Counselling, Accessibility and Health Services.

ACTION: Harish

7.5 Strategic Plan Refresh Timeline (September 11, 2024)

Complete. The timeline is as follows:

- | | |
|--------------------------------|---------------------------------|
| • November 2024 | Staff Focus Groups and Overview |
| • December 2024 & January 2025 | General Council Focus Groups |
| • January 12, 2025 | Student Membership Focus Groups |



- February 2025 Final Draft forwarded to GC for Review
- March 2025 GC Consideration for Approval

Louie and Carol are presently looking into the potential of provincial grant funding for third-party assistance in revising/renewing the SPSA Strategic Plan.

7.6 SPSA Student Townhall (September 11, 2024)

Executive Council has forwarded this suggestion to the General Council for consideration. The General Council decided to postpone this event for now due to the recent student concerns that have arisen.

7.7 SPSA Community Fridge (September 11, 2024)

Deferred. Carol has requested the funding request submitted by Student Experience the Donor Affairs Office and is currently waiting for this information. Carol will contact Kendra for a follow-up.

ACTION: Harish & Carol

7.8 SP/SPSA Quarterly Meetings (July 30, 2024)

Complete. Abhishek has scheduled the SP/SPSA Quarterly Meetings as follows:

- Wednesday, November 6, 2024, 4:00 p.m.
- Thursday, February 6, 2024, 3:00 p.m.
- Tuesday, April 8, 2024, 3:00 p.m.

7.9 Transit Survey Meeting (July 3, 2024)

Complete. Executive Council met and indicated that each VP Campus will contact their corresponding City Transit offices to schedule a meeting and inform them of our survey results.

ACTION: Executive Council

8. Subject: New Business

8.1 SPSA Financials ME August 31, 2024

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

8.2 SPSA Connect App

Carol indicated that the SPSA Connect App is currently experiencing some issues, especially for Android users. Carol and Ashley are working on getting pricing quotes from different developers to fix these concerns. Carol will provide an update once available.

ACTION: Carol

8.3 Upcoming MJ Campus Hours

Carol indicated that the SPSA Moose Jaw Office will be closed on November 12-13, 2024 for the Midterm break.

8.4 Inclusive Student Society Ratification

MOVED by Altaf, SECONDED by Kriztel to accept the ratification of the Inclusive Student Society as presented. CARRIED.

8.5 Sask Polytech Giving Day

The SPSA has received a request from Leanne Barrington, Annual Giving Officer, Advancement to spread awareness regarding the upcoming SP Giving Day. Louie will work with Leanne and forward the information to the Executive Council for distribution at the next Council Connect Meeting.

ACTION: Louie

9. Subject: Ongoing Business

9.1 AI Tools Guidelines (January 10, 2024)

Altaf indicated that the Academic Affairs Committee is looking into other institutions' AI Tools Policies and Guidelines.

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

Vihang will send a follow-up email to the FSAA to determine next steps.

9.3 SP Academic Appeals Policy (November 8, 2023)

This item will be added to the SLT Meeting Agenda. It was suggested that the Executive Council inquire about the SP Policy Review process and how the SPSA can bring forward concerns regarding SP Policies and Procedures.

10. Subject: Closed Session

The closed session began at 5:32 p.m.

The closed session ended at 6:00 p.m.

11. Subject: Announcements

11.1 Upcoming Meetings

- General Council Meeting November 2, 2024, 10:00 a.m.
- Annual General Meeting November 7, 2024, 12:00 p.m.

12. Subject: Next Meeting

Wednesday, November 19, 2024, 4:30 p.m.

13. Subject: Adjournment

The meeting was adjourned at 6:08 p.m.

Date Accepted:

Signature: