



SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.
EXECUTIVE COUNCIL MEETING MINUTES
Moose Jaw, Prince Albert, Regina & Saskatoon Campuses
Zoom Meeting
Tuesday, December 23, 2025

Present: Rosby James, President; Morenike Ademiluyi, VP Finance; Siddharth Reshamwala, VP Moose Jaw Campus; Vatsal Patel, VP Prince Albert Campus; Sujal Ramani, VP Regina Campus; Mohammad Sufiyan Jamadar, VP Saskatoon Campus; Carol Tetreault, General Manager; and Louie Ramos, Executive Assistant

1. Subject: Call to Order

Rosby called the meeting to order at 12:01 p.m.

The SPSA acknowledges that we are gathered here on Treaty 4 and 6 Territory, the traditional territory of the Cree, Saulteux, Dene, Dakota, Nakota, Lakota, and the Homeland of the Métis Nation. May this acknowledgment serve as a reminder of our shared responsibility to protect and preserve the land, to honour Indigenous ways of knowing, and to build relationships based on respect, reciprocity, and justice.

2. Subject: Adoption of Agenda

MOVED by Sufiyan, SECONDED by Sujal to accept the Agenda as amended. CARRIED.

3. Subject: Adoption of Meeting Minutes

MOVED by Siddharth, SECONDED by Sujal to accept the December 4, 2025, Meeting Minutes as presented. CARRIED.

4. Subject: Executive Council Reports

MOVED by Sujal, SECONDED by Sufiyan to accept the December 4, 2025, Vice Presidents' Finance, Moose Jaw, Prince Albert, and Regina's EC Reports as presented. CARRIED.

ACTION: Rosby & Sufiyan

5. Subject: General Manager's Report

Deferred.

ACTION: Carol

6. Subject: **Executive Council Updates**

6.1 President Update

- Appointed to the Scholarships, Loans and Bursaries Committee.
- Ongoing email discussions with Krysti Johre, Transportation Manager, City of Moose Jaw, regarding potential Saturday bus service based on the recent SPSA Transit Survey results.
- Sent letter of delinquency to relevant Campus Representatives.
- Connected with Ben Gamble, Manager, Student Experience, regarding concerns with the community pantry in the Moose Jaw Campus.
- Introductory meeting with the new AVP Student Services has been scheduled for Wednesday, January 21, 2026.
- Discussion with Erin Werner, AVP Advancement, regarding the possibility of changing the provisions in Schedule G – Permitted Non-Core Functions of the SP/SPSA Master Partnership Agreement.

6.2 VP Finance Update

- Appointed to the 2025–2026 Saskatchewan Post-Secondary Council.
- Met with the General Manager and General Council members to discuss the SPSA Financial Statements.
- Met with Carol and Ashley regarding the Business Central Accounting system progress. It was noted that the VP Finance portfolio will receive a view-only access to the new accounting program as requested.
- Reviewed the Health & Dental Plan Administrative Staff Only invoicing with the General Manager.

6.3 VP Moose Jaw and Academic Affairs Update

- Attended the recent Council Connect meeting.
- Conducted a tabling event for the SPSA Transit Survey.
- Addressed student concerns and guided them by directing them to Josh Gold, Student Support Advisor, for further assistance.
- Noted that the Academic Affairs Committee discussed academic concerns and Open Educational Resources (OER).

6.4 VP Prince Albert and Student Affairs Update

- Met with Kendra Strong-Garcia, Director, Student Experience and Learning Services, regarding bulletin boards & health posters and noted that Kendra will consult the Facilities Department to determine posting parameters.
- Vatsal received the January intake enrolment numbers from Sask Polytech. Below are the total enrolment numbers per campus:
 - Saskatoon - 192
 - Regina - 148
 - Moose Jaw - 96
 - Prince Albert - 72

6.5 VP Regina and Governance Update

- Attended the General Council Meeting.
- Chaired the Governance & Policy meeting, focusing on reviewing the Election Policies and considerations for an external CRO.
- Reviewed the pricing quotes for the proposed SPSA Regina Office renovation project.

6.6 VP Saskatoon and External Affairs Update

- Attended General Council Meeting and Policies & Bylaws meetings.
- Met with Rosby and Louie regarding meeting decorum.
- Reviewed the new University of Regina Students' Association (URSA) and noted that information will be provided to Executive Council members once available.
- Continued consideration of the Saskatchewan Student Coalition direction and progress.

7. Subject: Action Items

7.1 VP Moose Jaw EC Report (December 4, 2025)

Complete.

7.2 Strategic Plan Revamp (September 4, 2025)

Ongoing. The information gathered at the focus groups has been collated per campus and distributed to General Council members for review. Rosby and Carol will prepare a draft and present it to the General Council for review and consideration.

ACTION: Rosby & Carol

7.3 SPSA Events Survey (October 16, 2025)

Vatsal provided the requested information to the Executive Council for review. The Executive Council agreed that scheduling a meeting between the Student Affairs Committee and staff members would be beneficial to determine the feasibility of the proposed events. Sufiyan noted that he will be providing his feedback to the Executive Council by January 5, 2026. Louie will schedule the proposed meeting in January 2026.

ACTION: Louie

7.4 Executive Council Spring Retreat Policy (October 30, 2025)

Deferred. Sujal indicated that the Governance & Policy Committee reviewed the Policy and noted no changes were necessary. It was suggested that the committee look into best practices for other like institutions.

ACTION: Sujal

7.5 SP IT Assessment Meeting (December 4, 2025)

Complete. The Student Affairs Committee members have registered for the meeting and are currently awaiting meeting dates. Vatsal will provide more information once the meeting has been completed.



7.6 Tabling Events (December 4, 2025)

Deferred. Louie will reschedule the meeting to include staff members.

ACTION: Louie

7.7 Multicultural Events (December 4, 2025)

Deferred.

ACTION: Executive Council

8. Subject: New Business

8.1 Cafeteria Concerns

Vatsal raised concerns regarding the cafeteria operational hours, the lack of vegetarian and halal options, and the potential cross-use of cooking oil for vegetarian/vegan options. It was noted that the cafeterias closed before the end of exams. The Executive Council discussed the importance of identifying whether cafeteria services are operated as a service or a business. It was suggested that cafeteria closures and operating hours be communicated via Brightspace.

Executive Council members were asked to forward campus-specific concerns to Vatsal by January 10, 2026, after which concerns will be forwarded to Kendra.

ACTION: Executive Council

9. Subject: Ongoing Business

9.1 AI Tools Guidelines (January 10, 2024)

9.2 Entertainment for Student Lounges (December 4, 2024)

Vatsal and Carol indicated that the Facilities Department approval has been received for the SPSA shuffleboard tables. An 8-foot table will be installed at the Prince Albert Campus, and 10-foot tables will be installed at the remaining campuses. It was noted that the difference in sizes was due to space allocation.

MOVED by Sujal, SECONDED by Morenike to access the Capital Asset Fund for \$9,768.00 to purchase the shuffleboard tables for the student lounges as presented. Four in favour. Two abstentions. *CARRIED*.

9.3 SPSA Election Policies (January 22, 2025)

The Election Policies and CRO Job Description Draft has been forwarded to the General Council for review and consideration.

9.4 AVP Student Services Concerns (May 15, 2025)

Ongoing. Rosby will forward the student's concerns to Sandy Howe, AVP Student Services.



10. Subject: Closed Session

The closed session began at 1:50 p.m.
The closed session ended at 2:53 p.m.

The Executive Council went into an in-camera session.

11. Subject: Announcements

There are no Announcements at this time.

12. Subject: Next Meeting

Wednesday, January 14, 2026, 4:00 p.m., MS Teams

13. Subject: Adjournment

The meeting was adjourned at 2:59 p.m.

Date Accepted:

Signature: