



**SASKATCHEWAN POLYTECHNIC STUDENTS' ASSOCIATION INC.**  
**EXECUTIVE COUNCIL MEETING MINUTES**  
**Moose Jaw, Prince Albert, Regina & Saskatoon Campuses**  
**Zoom Meeting**  
**Wednesday, January 14, 2026**

**Present:** Rosby James, President; Morenike Ademiluyi, VP Finance; Siddharth Reshamwala, VP Moose Jaw Campus; Sujal Ramani, VP Regina Campus; Carol Tetreault, General Manager; and Louie Ramos, Executive Assistant

**Regrets:** Vatsal Patel, VP Prince Albert Campus and Mohammad Sufiyan Jamadar, VP Saskatoon Campus

**1. Subject: Call to Order**

Rosby called the meeting to order at 4:02 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 Sujal, SECONDED by Morenike to accept the Agenda as amended. CARRIED.

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

MOVED by Siddharth, SECONDED by Sujal to accept the December 23, 2025, Meeting Minutes as presented. CARRIED.

**4. Subject: Executive Council Reports**

MOVED by Sujal, SECONDED by Morenike to accept the January 14, 2026, Executive Council Reports as presented. CARRIED.

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

MOVED by Siddharth, SECONDED by Morenike to accept the January 14, 2026, General Manager's Reports as presented. CARRIED.

Carol reminded Executive Council members to submit their personal tax credit return forms as soon as possible.

**ACTION: Executive Council**



Sujal inquired about staff performance reviews, to which Carol noted that reviews are scheduled based on the employee's hire anniversary date.

## **6. Subject: Executive Council Updates**

### 6.1 President Update

- Attended internal Executive Council stand-up meeting.
- Met with City of Moose Jaw Transit officials, Krysti Johre, Manager, and Kara Stevens, Supervisor, regarding the SPSA Transit Survey results, the potential implementation of a semester bus pass, ridership data, shelters, bus timing, and the possibility of a live tracking system.
- Issued Removal from Office letters to Campus Representatives.
- Noted that the SPSA Scholarship information is now available and requested Executive Council members to inform students.
- Worked with Carol on the Strategic Plan draft, which was forwarded to staff and Executive Council for input.
- Spoke with Ashley regarding creating a video montage highlighting SPSA activities and events.

### 6.2 VP Finance Update

- Participated in the internal Executive Council stand-up meeting.
- Met with Carol regarding the Health & Dental Plan renewal and the Property, Liability and Cybersecurity insurance renewals.
- Met with Carol and Ashley regarding the Business Central Accounting system progress.
- Reviewed the SPSA Financial Statements and supporting documentation.
- Attended Council Connect.

### 6.3 VP Moose Jaw and Academic Affairs Update

- Received inquiries regarding academic misconduct and guided them by directing them to Josh Gold, Student Support Advisor, for further assistance.
- Met with City of Moose Jaw Transit officials with Rosby.
- Attended the Youth Advisory Committee meeting and presented the SPSA Transit Survey to the committee.

### 6.4 VP Prince Albert and Student Affairs Update

Deferred.

### 6.5 VP Regina and Governance Update

- Participated in the internal Executive Council stand-up meeting.
- Attended Welcome Week events.
- Spoke with students regarding concerns and referred them to Josh Gold, Student Support Advisor, for further assistance.
- Chaired the Governance & Policy Committee meeting.
- Reviewed the SPSA Regina Office renovation plan.
- Chaired the Council Connect meeting.



6.6 VP Saskatoon and External Affairs Update  
Deferred.

**7. Subject: Action Items**

7.1 Strategic Plan Revamp (September 4, 2025)

Ongoing. Rosby and Carol prepared a Strategic Plan draft and distributed it to the staff and Executive Council members for review and consideration. It was noted that the feedback deadline is Friday, January 16, 2026, at 3:00 p.m.

**ACTION: Executive Council**

7.2 SPSA Events Survey (October 16, 2025)

Deferred. Rosby indicated that Vatsal has forwarded a document to Carol for review. Carol indicated that she did not receive documentation. Rosby will contact Vatsal to ensure that the document was forwarded to Carol.

**ACTION: Vatsal & Rosby**

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

Deferred. Sujal indicated that the Governance & Policy Committee is currently reviewing this policy.

**ACTION: Sujal**

7.4 Tabling Events (December 4, 2025)

Complete. Executive Council members agreed that tabling events will be implemented as schedules permit, following coordination with each VP Campus.

7.5 Multicultural Events (December 4, 2025)

Deferred. Rosby indicated that Vatsal identified February as a potential timeframe for an SPSA multicultural event. Rosby will discuss event ideas with Vatsal and forward them to Carol.

**ACTION: Rosby & Vatsal**

7.6 Cafeteria Concerns (December 23, 2025)

Rosby indicated that Vatsal noted no concerns at the Prince Albert Campus cafeteria. VP Campuses were asked to share campus-specific concerns as they arise. It was clarified that the main concern was that the cafeteria closed before classes ended.

**ACTION: Vatsal**

**8. Subject: New Business**

8.1 SPSA Financials ME November 30, 2025

MOVED by Morenike, SECONDED by Siddharth to accept the SPSA Financials ending November 30, 2025, as presented. CARRIED.

8.2 Budget Retreat

Carol indicated that the Budget Retreat is scheduled for February 13-15, 2026, in Saskatoon. Carol and Louie will start working on meeting logistics.

**ACTION: Carol & Louie**



### 8.3 SPSA Standing Committees

Louie asked Executive Council members to provide committee member names for the Remuneration & Honorarium Committee and the Annual Services Review Committee as per Bylaw 11 – Boards and Committees. The deadline for submission will be Friday, January 16, 2026, at 4:00 p.m. Louie will forward information to the VP Campuses.

**ACTION: Louie & VP Campuses**

### 8.4 Transition Retreat

Rosby, Morenike and Carol will start discussions on the upcoming Transition Retreat slated for April 2026.

**ACTION: Rosby, Morenike & Carol**

## **9. Subject: Ongoing Business**

### 9.1 AI Tools Guidelines (January 10, 2024)

### 9.2 SPSA Election Policies (January 22, 2025)

Complete. 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)

## **10. Subject: Closed Session**

The closed session began at 4:57 p.m.  
The closed session ended at 5:01 p.m.

## **11. Subject: Announcements**

### 11.1 Reflection Room

Rosby announced that a new reflection room has been implemented at the Moose Jaw Campus. VP Campuses were asked to ensure that a similar room is available at their respective campuses.

**ACTION: VP Campuses**

## **12. Subject: Next Meeting**

Wednesday, January 28, 2026, 4:00 p.m., MS Teams

## **13. Subject: Adjournment**

The meeting was adjourned at 5:04 p.m.

Date Accepted:

Signature: