



**BCIT Student Association
Council Meeting Minutes
Monday, March 5, 2012**

Executives: Nicola Gardner, President
Ricky Dasgupta, VP Finance & Administration
Tara Johnson, VP External
Matthew Nolletti, VP Campus Life
Tylan Fraser, VP of Student Affairs
Amy Erskine, Energy Chair
Gordon Newby, Business Chair
Brian Harvey, Transportation, Construction & the Environment Chair
Keith Miller, Chair of ATC
Marwan Marwan, Computing & Academic Studies Chair

Councilors:

Mike Hanson	Andre Rodrigue
Oshea Jephson	Minoru Nakano
Frances Torres	Denis Dobrozdravich
Jacob Kwitkosk	Marcus O'Reilly
Zac Der	Aaron Kool
Oge Anoliefoh	Ben Plasche
Daniel Smith	Emily Pawluk
Cole Harrison	Rodrigo Jose Mendez
Marc Yap	Avinaash Kapil
Alex Lee	Duff Walker

Staff: Caroline Gagnon, Director

Absentee: Bailey McRae
Kevin Smith
Tracy Jowett
Jonathan Ng
Michelle Dragon
Laura Chow

Guests: Jai Danyal, CAIA BCIT Student club

12.1. Meeting Called to Order

The Chairperson, Nicola Gardner, called the meeting to order at 5:45pm.

12.2. Acceptance of the Agenda

It was moved that the following agenda be accepted as distributed.

Moved by: Gord Newby

Seconded by: Ben Plasche

29/0/0 **Carried**

12.3. Acceptance of the Minutes – February 20, 2012

Be it resolved that the minutes from February 20, 2012 be accepted with the following change.

11.9.1 Moved by: Randy changed to Moved by: Marwan Marwan

Moved by: Zac Der

Seconded by: Jacob Kwitkoski

28/0/1 **Carried**

12.4 Guest Speakers

- No guest speakers

12.5. Executive Progress Report

As submitted.

12.6. Councilor Forum

- On line parking system is not fair. Students who register mid-week are required to pay for the entire week. The system does not prorate fees. Tara will look into.
- Water fountains on the 3rd floor NE1 West side and 8th floor DTC are not working. Amy will look into this.
- There is a Lan Party organized for Friday, March 9th in SE 6. Registration is possible on the SA website. The entrance fee gives you pizza and pop. There will be prizes all night. Marwan will send an email to all Chairs informing them of the event.

12.7. Question Period

No questions.

12.8. Unfinished Business

12.8.1 Approval of CAIA BCIT

Motion:

Be it resolved that BCITSA sanctions CAIA BCIT student club.

Moved by: Matt Nolletti

Seconded by: Gord Newby

29/0/0

Carried

Comments:

- The only issue related to the proposal is that the club is only open to forensic students, which goes against BCITSA guidelines. The club should be open to all students.

Amendment:

To add: as long as they adjust their bylaws reflecting the inclusion of all students.

Moved by: Denis Dobrozdravich

Seconded by: Brian Harvey

27/1/1

Carried

Comments:

- Is the club okay with this? Yes

12.9 New Business

12.9.1 Innovation Challenge

Nicola informs Council of the opportunity for all students to submit innovative ideas for new services, product or business. The student whose proposal is chosen will receive \$5000. The second prize is \$1000. The deadline is March 12 at 10pm. Students don't have to start the business to win the prize.

Questions:

- Will BCIT take the credit for or own the product. No and all ideas are confidential

12.9.2 Funding of Legacy of Leadership through Save Your Ass Fund

Nicola explains that BCIT is creating a new Legacy of Leadership Fund of \$5million. This fund will help students in financial needs. BCIT is matching the first \$1 million. They have presently raised \$573,390. Only groups or individuals in leadership position at BCIT can contribute to the fund.

Motion:

Be it resolved that BCITSA commits to giving \$25,000 of the Save Your Ass fund per year for the next 5 years to the Legacy of Leadership Fund.

Moved by: Dennis Dobrozdravich

Seconded by: Rodrigo Jose Mendez

26/0/3 Carried

Comments:

- Has BCIT already fulfilled their first million commitments? No. The Alumni just added \$250,000 to the funds over a period of 6 years.
- Will the funds go towards the same purpose (financial needs) as the SFY fund? Yes.
- More questions about timing and distribution of the funds and the financial viability of a 5 year commitment.

12.10. Next Meeting

Next meeting is scheduled for Monday March 19, 2012 at 5:45pm in the Council Chamber.

12.11. Meeting adjourned

It was moved that the meeting be adjourned at 6:23pm. **Carried**

Council Meeting
Agenda
Monday, March 5th, 2012
5:30-7:30pm

12.1 Meeting called to order

12.2 Acceptance of the Agenda

12.3 Acceptance of the Minutes: February 6th, 2012

12.4 Guest Speakers

12.5 Progress Reports: Executives

12.6 Councilor Forum

12.7 Question Period

12.8 Unfinished Business

 12.8.1 Approval of CAIA BCIT

12.9 New Business

 12.9.1 Innovation Challenge

 12.9.2 Approve SGM for April 2nd, 2012

 12.9.3 Funding of Legacy of Leadership through Save Your Ass
Fund

12.10 Next Meeting on March 30th, 2012 (March 16th, 2012 is Spring Break)

12.11 Meeting Adjourned

Progress Report – Laura Chow– Chair of Health Sciences

Last updated: Thursday, March 1, 2012

Date of Introduction	Action or Outstanding Issue	Status
Tuesday, September 6, 2011	Increase Set Rep Participation and Attendance at Set Rep meetings	<ul style="list-style-type: none"> • Next Set Rep meeting: Thursday, March 8, 2012 at 5:30pm – will be sponsored by the SoHS <ul style="list-style-type: none"> ○ Currently 17 Set Reps confirmed as attending • Guests: Karl Tegenfeldt
Tuesday, September 6, 2011	Continue expansion of the Health Science Mentorship Program	<ul style="list-style-type: none"> • Revising SoHS Mentorship in June w/ Catherine upon return from Kelowna • Will contact Program Heads to determine the schedules of their programs (i.e. when they go on clinical/practicum)
	Recycling – work with Nicola to improve recycling at Burnaby Campus	<ul style="list-style-type: none"> • Initiative dropped Dec. 5, 2012
Wednesday, September 28, 2011	Health Science Chair Applicants – promote position to ensure there are applicants to become the next Health Science Chair	<ul style="list-style-type: none"> • Will be reminding Set Reps at the meeting to please pass on the message • Have completed email blasts to Set Reps and will consider contacting Program Heads
Thursday, September 22, 2011	Mental Health/Wellness Week	<ul style="list-style-type: none"> • Have heard back from Fraser Health & Mood Disorders Association of BC – have directed them to Karl as he will be running with this now that I'm away <ul style="list-style-type: none"> ○ Will check with Karl to see if we've heard back from Coast Mental Health – if not, will email them again • Talked to Caroline and will have Karl contact the Vancouver Canucks on our own rather than thru contacts • Met with Dan (SA Marketing) & John to discuss marketing ideas <ul style="list-style-type: none"> ○ Lots of ideas floating around—will probably have to wait until next year ○ Have decided to go with what we have—if we can manage to tie it together better now, great; otherwise, it

		<p>will still be useful, but should look at “branding” it somehow for next year</p> <ul style="list-style-type: none"> • Will formulate an email for all Chairs & VPs with regards to what the event is about & what I’m looking for from them so that they can forward this to the next BCIT Executive meeting as well as pass it on to their Set Reps in their March/early April Set Rep meetings
Monday, September 12, 2011	Re-visit Whistler Retreat	<ul style="list-style-type: none"> • Will evaluate in June while in Kelowna (waiting for reports) • Will work on finding ways to reduce costs for the SA
Thursday, September 29, 2011	School of Health Sciences Mixer	<ul style="list-style-type: none"> • No progress • Will try to push with next Chair
Monday, October 17, 2011	Harassment & Discrimination Committee	<ul style="list-style-type: none"> • Met with Michelle, Aaron, Zac & Gord on Tuesday, February 21 <ul style="list-style-type: none"> ○ Developed a brochure & poster for Harassment & Discrimination ○ Passed on brochure & poster mock-up as well as meeting notes to Monica Kay ○ Offered to meet with Monica if she would like to go over what we discussed (awaiting reply)
Friday, November 18, 2011	Criminal Record Check Process	<ul style="list-style-type: none"> • Will forward complaints to Justin (VP Student Services) next Thursday (March 8)
Wednesday, January 11, 2012	Quick Access Stations on campus	<ul style="list-style-type: none"> • Completed
Monday, January 16, 2012	Blood Drive	<ul style="list-style-type: none"> • Developed a draft letter – given to Amy for revision <ul style="list-style-type: none"> ○ Will go over it with Amy before I leave so that we can obtain signatures • Emailed Bernice Budz (AD Nursing) Wed. Feb. 29, to see if she obtained any information from Nursing as to how they have gotten around some of the issues brought forward

Chair Sch. Of Energy, Amy Erskine

Objective	Description	Current Status
Daycare	Oversee the creation of a daycare on Burnaby Campus	Had meeting. Awaiting BCIT response. City needs our architect to sign a document, but he is currently in hospital. It shouldn't be long before he is able to take care of it. Everything else is good from our side.
Cabin	Determine what happened to the cabin BCIT owned in Whistler	Attempting to locate financial records. There may not be any, as the sale occurred 25 years ago...before we had computers! Roland is looking into the financial statements to see if they have enough detail to be useful, but he is not optimistic about this. Sidenote – the cabin is up for sale again!
Edit Bylaws	Revise & update BCITSA bylaws for accuracy and grammar	Bylaws complete. Final assessment by Ricky being conducted. Bylaws are ready to be shared with the student body after that, and presented at the AGM
Lounge Committee	Improve BCIT's outdoor spaces	Meeting scheduled for Monday after council to discuss the Great Hall (getting quote for cost of removing fireplace, floor. plants), New furniture for the Downtown Campus and selection of an outdoor site for future renovations.
Transition Documents	Create a comprehensive training package for the incoming Chair of Energy	Created list of tips for incoming chair for transition package.
Promote Election	Have at least two candidates for my position and promote the other positions	Verbally promoted to students. Found one person interested in becoming Chair. Attempting to get newsstand for the Link in SW9 so all of my school can read the amazing election articles I will be writing! Requested VP Student Affairs to add the MESS to his list of clubs to promote in person.

Progress Report – Gordon Newby – School of Business Chair

Last updated: Feb 29, 2012

Date of Introduction	Action or Outstanding Issue	Status
September 2011	Planetarium	I am establishing contacts and a game plan with Bill working towards utilizing underutilized space. On hold for now
October 2011	Joined a committee. RE harassment & discrimination materials with Monica Kay	Was able to attend the last meeting for a short period of time. Good progress by the rest of the team!!
November 2011	Vending Machines on Campus	New Machines in place, however, the product is the same, and prices have been raised.... Investigating Also, looking for the results of the food survey that was done on campus.
Feb 2012	Increasing power outlets in the library	Will be setting up a meeting with David Pepper about the possibility of installing permanent power bars in the library
Current	Working towards student space and amenities for students in the broadcast building.	Still waiting on a decision for placement
Current misc. tasks, investigations, and to do list as per set rep meetings	<ul style="list-style-type: none"> • Power bars • Follow up on Vending Machines 	In progress

ATC Chair, Keith Miller

Objective	Description	Current Status
Set Rep Attendance/ Participation	80% consistent Set Rep attendance	Attendance has been consistently meeting the goal percentage. Efforts to continue Class rep recruitment and encouragement/incentives to attend will continue.
Set Rep incentives	Rewards and perks to encourage set rep attendance and participation	T-shirt initiative underway.
Wright Brothers Flying contest	ATC's big event. Feb 24 th .	Great Success! Thanks to all who participated
Elections	Coming up. Recruitment needed.	Will focus on this all of March. Recruitment between 3 eligible classes.
Improve recycling on campus	Recycling bins in every class.	Request submitted to facilities. No response.

Chair, School of Transportation, Construction & The Environment,
Brian Harvey

Last Updated: Mar 1, 2012

Objective	Description	Current Status
24 hr. Access	24 hr lab/class access during critical deadline times of the year	<ul style="list-style-type: none"> No new update.
Unity	Work to better unite campuses through communications and events (focusing on GNW & BMC)	<ul style="list-style-type: none"> No new update.
Improve participation within the school	Improve participation within the school of Transportation, Construction & Environment and have equal representation	<ul style="list-style-type: none"> BMC: Float Your Boat Competition set for March 6-7.
Connecting students with industry	Explore ways to provide means to allow students to meet with industry professionals to increase confidence and job acquisition post-graduation.	<ul style="list-style-type: none"> No new update.
Accessibility	New initiative to communicate with facilities as to the activation procedure of access features on campus (eg. Elevators in NE1)	<ul style="list-style-type: none"> Plan to contact facilities and inquire as the activation of the secondary elevator in NE1 and the possibility of replacement of the primary elevator.

Progress Report – Matthew Nolletti – VP Campus Life

Last updated: March 1st, 2012

Date of Introduction	Action or Outstanding Issue	Status
Feb. 28 th , 2012	Budget Forms Handed In By All Clubs	Inputting all requests into excel spread sheet and planning for next Tuesday's budget negotiation meeting.

Dec. 28 th , 2011	Student Press Program	Pretty much stalled at the moment. Need to force John to edit my proposal as he has not done so yet. Will look further into it next week.
------------------------------	-----------------------	---

Student Association Chair of School of Computing and Academic Studies: Marwan Marwan

Objective	Description
Sustainability	Still working on finalizing the presentation regarding a recycling and waste reduction at BCIT Burnaby campus.
Advocacy	Currently working with several students on various issues regarding quality of instruction, and a serious issue of harassment by an instructor. Assisting Free Tax Return Project with acquiring computer support. Meeting with students to discuss and describe my position and other roles within the SA.
LAN Party	Worked on and resolved room bookings and space availability. Continued helping with organizing and preparation for the event.

President, Nicola Gardner

Objective	Description	Current Status
U-Pass BC	<ul style="list-style-type: none"> Getting ISEP and Tech Entry Students included in the program Getting in-progress students in the program Surveying part-time students to see if the U-Pass is something they want Developing strategy for negotiations of the new u-pass contract 	<ul style="list-style-type: none"> To be included as of January 1st To be Included as of January 1st To be held next semester U-Pass group is meeting Tuesday

<p>Legacy of Leadership. Raising money for students at BCIT</p>	<ul style="list-style-type: none"> • A fund created by the BCITSA foundation where BCIT will match all money raised to be given out to students, improve campus etc. • To hold a fundraiser next semester to raise money for student bursaries. 	<ul style="list-style-type: none"> • Re-vamping toon- in for next semester
<p>Improving student life on campus and engaging students with BCITSA & BCIT</p>	<ul style="list-style-type: none"> • Creating a temporary lounge at DT campus until a permanent one can be established 	<p>Looking at logistics i.e. how many chairs, couches & microwaves</p>
<p>Improve BCITSA executive elections</p>	<ul style="list-style-type: none"> • Bring student awareness and engagement for elections. Ensure no position runs uncontested. 	<ul style="list-style-type: none"> • Following spring break we will be launching our elections campaign • All executives will be doing lecture speeches
<p>Improve recycling on campus</p>	<ul style="list-style-type: none"> • Replace garbage bins in washrooms with recycling bins • Compost for Pub food 	<ul style="list-style-type: none"> • We got approval to recycle paper towel in our washrooms. Starting in January we will begin in the pub and then I will approach BCIT once we have demonstrated it works • The BCITSA is officially composting fruit and vegetable waste and coffee and tea • Hand dryer in women's washroom in the pub • Hand dryer for men's washroom in the pub

Progress Report – Tylan Fraser – VP Student Affairs

Last updated: February 29th, 2011

Date of Introduction	Action or Outstanding Issue	Status
Feb 19th	Voted in as CRO	Meeting on Monday With Caroline to go over some finer details.
Feb. 23 rd	Keep your cup campaign in Stand Great Hall	Talked with Taya about the posters being created. The Keep your cup banner will be located in the stand along with tables and me running it and informing people about the issue.
Feb. 27th	Review of documents for the meeting with the clubs and discussing budgets and the allocations of them.	Need to review the proposals by the clubs no later than Tuesday next week.
March 2, 2012	Mental Health week	Catch up with Karl on all the meetings I have missed due to exams.

Progress Report – Ricky Dasgupta – VP of Administration and Finance

Last updated: March 2nd, 2012

January, 2011	Hand Dryers vs Paper Towels	<ul style="list-style-type: none"> • I got the information on how much is spent on Paper Towels from Marvin Rogers. They have a pilot project with air dryers happening at the new Gateway building. I will be investigating costs of installing dryers from various companies and comparing it with the paper towel expenses of BCIT.
June, 2011	Coop for Financial Management students	<ul style="list-style-type: none"> • There has been a setback on Coop. It wasn't included in the budget for 2013-14 so no new funds will be set aside to start the Coop. Coop department will be talking to Dean and AD of Fin Man to see if they could arrange alternate funding. I will be having a meeting with BCIT execs soon to discuss how they could fund this for future years.
August, 2011	Campus Food Bank	<ul style="list-style-type: none"> • BCIT approved the four spaces for Foodbank Depot! I will be meeting with Catherine tomorrow to have the bins in place and talk about a Free Tax Return Service.
September, 2011	Transition	<ul style="list-style-type: none"> • Met with a candidate for my position. Will be having another meeting next week on Wednesday. Preparing to do lecture announcements. • Transition Policy has been added to the amendments for the bylaws. Amendments will be presented at the next AGM; need to speak with Caroline regarding her role in Transition.
September, 2011	Revamp Set Rep awards, increase student awards and bursaries	<ul style="list-style-type: none"> • Unfortunately, BCIT couldn't find the money to commit to \$3,250. They have however committed to \$1000. We will covering the rest to enhance the Set Rep Awards.

September, 2011	Review processes and operations of BCITSA	<ul style="list-style-type: none"> This is ongoing every week as I sign the cheques and talk to Roland.
September, 2011	Increase understanding of BCIT Financial among executives and councillors	<ul style="list-style-type: none"> Received mix reaction on the financial update to council. Will be doing a presentation next time. Try to make it as simple as possible and try out in exec meeting before council meeting to get the kinks out and use the feedback. Exams and life got in the way. Will have to postpone it to next week.
September, 2011	Business Cards and Name Badges	<ul style="list-style-type: none"> Taj said there has been a lot of interest so far. Let Gord know. Will be sending him a writeup for SOB students.

Progress Report – Tara Johnson VP External

Initiative	Date	Status
Position and Bio Project	February 29th	Received more SA member's position/responsibilities to be place on the BCITSA website. Still in editing stage.
Toon-In Campaign	February 27th	Developing large project with the Alumni Association and BCIT Marketing Team. Coordination for a "sports event" has begun, to be held in the spring.