

Council Meeting Agenda  
Monday, December 14<sup>th</sup>, 2020  
5:30 PM – 7:30 PM  
Microsoft Teams (online)

- 11.1 Call to Order
- 11.2 Acceptance of the Agenda
- 11.3 Acceptance of the Minutes
  - 11.3.1 Annual General Meeting: 2020-11-30
  - 11.3.2 Council Meeting: 2020-11-30
- 11.4 Old Business
  - 11.4.1 Executive Director's Report *- Caroline G.*
  - 11.4.2 Executive Updates *- Executive team*
  - 11.4.3 Committee Updates
    - 11.4.3.1 Clubs for Community Program *- Matthew M.*
    - 11.4.3.2 Clubs Committee Councillor Appointment *- Matthew M.*
  - 11.4.4 Student Affordability External Policy Proposal *- Claire M.*
- 11.5 New Business
  - 11.5.1 Student Executive Succession Planning *- Hunter S.*
  - 11.5.2 Club Sanctioning Application *- Matthew M.*
  - 11.5.3 Needs-Based Grants External Policy Proposal *- Claire M.*
- 11.6 Open Forum
- 11.7 Reminders
  - 11.7.1 Council Meeting: 2021-01-11 @ 17:30 on Microsoft Teams
- 11.8 Meeting Adjournment

*Please refer to attached materials.*

**Council Meeting**  
**Monday, December 14<sup>th</sup>, 2020**  
**Minutes**

- Executives:** Clinton Fernandes – Chair, Downtown Campus  
 Yasmin Gardy – VP Equity & Sustainability  
 Sean Green – Chair, School of Computing & Academic Studies  
 Sungwoo Kim – Chair, School of Energy  
 Charles Abraham Mah – Chair, School of Business  
 Claire McCallum – VP External  
 Matthew Miller – VP Student Experience  
 Skye Nguyen – VP Finance & Administration  
 Richard Park – Chair, Aerospace Campus  
 Hunter Sones – President
- Staff:** Caroline Gagnon – Executive Director  
 Crystal Man – Administrative Coordinator
- Councillors:**
- |                         |                 |
|-------------------------|-----------------|
| Eileen Bui              | Hoang Khoa      |
| Robert Chamberland      | Brianne Lee     |
| Karel Chanivecky Garcia | Jasmine Lee     |
| Maria Davis             | Baldeep Litt    |
| Paramveer Dhaliwal      | Elisha Loh      |
| Ian Ertzinger           | Ryan Lounds     |
| Tanya Fuchs             | Yasmeen Pomeroy |
| Ruby Hsu                | Jeremy Shepherd |
| Alyssa Ilich            |                 |
- Regrets:**
- |   |                              |
|---|------------------------------|
| Mina Ariana – Interim Chair, Schools of Transportation, Construction, & the Environment | Takeshi Keber                |
| Navin Basran  | Jenna Kim                    |
| David Britskey  | Queenta Ngoe                 |
| Khadija Glover  | Ashley Obeck – Marine Campus |
| Alina Ivanets   | Bethan Pugh                  |
| Supreet Jhudge  | Felix Ruttan                 |
|   | Rajdeep Singh                |
|   | Nikita Zaitsev               |

## **11.1 Meeting Called to Order**

The Chair, Hunter, calls the meeting to order at 17:35 (27 voting members, including Chair).

## **11.4 Old Business**

### **11.4.1 Executive Director's Report**

- As submitted.
- One of the childcare centres has closed due to a case of COVID-19.

### **11.4.2 Executive Updates**

- As submitted.

### **Discussion:**

- BCITSA Advocacy Manager Danielle Landeta-Gauthier is working on a survey that will be sent out to students in the newsletter.
- Yasmin: There will be a virtual cultural campaign to educate and advocate for inclusion and diversity in the BCIT student body.

### **11.4.3 Committee Updates**

#### **11.4.3.1 Clubs for Community Program**

- As submitted.
- The campaign was fairly successful in engaging clubs.
- The Clubs Committee awarded funding to the top five clubs.

## **11.5 New Business**

### **11.5.1 Student Executive Succession Planning**

- The President encourages Council to consider running for a student Executive position if they are returning as students for the next term.
- Interested candidates are encouraged to reach out to the current Executives to learn more about their positions over the winter break.

## **11.7 Reminders**

### **11.7.1 Council Meeting: 2021-01-11 @ 17:30 on Microsoft Teams**

## **11.8 Meeting Adjournment**

The meeting was adjourned at 18:03 due to lack of quorum.

## Executive Director Report

### Council Meeting, December 14, 2020

- **Pavilion:** Pavilion November sales (\$17,276) were very similar to October sales (\$17,352), while September started slower (\$10,686).
- **COVID-19:** An individual has tested positive for COVID-19 in our Little Duckling Childcare Centre. Working with the local health authorities, it was determined that the Little Duckling Childcare Centre would be closed until December 18. Since the centre was scheduled to close on December 18 for the holiday period, the centre will reopen on January 4th. The other centres have continued to operate as usual. A thorough cleaning of all centres was conducted this weekend by BCIT using their COVID-19 positive sanitization protocols, which included the use of a Clorox360 machine. **To ensure that personal privacy rights are maintained, we will not be providing any further details.**
- **Student Services:** For those interested, Career Services will be hosting an event:

Name of Event	Department	Start Date	Time	Platform
Virtual Workshop: Supersonic Tuesday Job Search Bootcamp	Career Services	12/18/20	3:00 - 5:00pm	Microsoft

- **I would like to thank all of you for your involvement and engagement with the BCIT Student Association and wish you a safe and restful winter break.**

## Objective Updates - Dec 14, 2020

Name	Position	#	Objective	Objective Update	Next Steps
Hunter Sones	President	1	Hire BCITSA's new Executive Director by March 1st, 2021	No update due to final exams	Submit the board approved performance benchmark KPIs to Watson Advisors
		2	Facilitate the transition of BCITSA's newly hired Executive Director into their role by May 10th, 2021	No update due to final exams	N/A
Skye Nguyen	VP Finance & Administration	1	Develop a centralized information storage system and automated administration process for Executives team	No update due to final exams	No update due to final exams
		2	Prepare transition documents that include all annual procedures of councillor appointments, AGM preparations, etc	No update due to final exams	No update due to final exams
Matthew Miller	VP Student Experience	1	Advocate for student access to mental health services at the institute level as well as explore alternatives external to BCIT in order to improve the availability of counselling services	Survey results were presented to the Student Wellbeing Steering Committee by the VP Equity & Sustainability	Bring matter forward to BCIT leadership team
		2	Effectively promote and manage the Fall 2020 Clubs for Community program	Clubs Committee awarded event funding to the five participating clubs.	No further action required (objective complete)
Yasmin Gardy	VP Equity & Sustainability	1	Based on the 17 UN Sustainability Goals relevant to students, map each goal by defining values and strategic course to provide guidance for successors.		
		2	Action response following the racism and discrimination events globally. Working with Advocacy and Human Resources to ensure BCITSA environment is of equal opportunity, diversity, and inclusion.		
Claire McCallum	VP External	1	Build a VP External Communications plan to help future VP Externals navigate the lobbying role, while helping to foster new and ongoing relationships between Elected Officials and the BCITSA	No Update	Work with MarComms to create the final copy of the brochure.
		2	Continue to push that all BCIT students should be granted access to affordable public transit by working towards the goal that BCIT part-time students are deemed eligible for the U-Pass BC Program	No Update	
		3	Assist in the hiring of a new BCITSA Executive Director		
		1	Develop KPIs for the services offered by the SA	no new updates	

Charles Mah	Chair, School of Business	2	Assess effectiveness and ways to improve student value in the DRC	on hold pending other objectives' progress	
		3	Assemble a part-time studies committee to help address the needs of part time studies students.	confirmed with Leslie to work together next term with online learning. received more student and council feedback about their online experince	follow up with Leslie and other online fellows to determine how much i will be able to participate in their process and how i can contribute

Sungwoo Kim	Chair, School of Energy	1	Provide interaction/bonding opportunities for SoE students during the pandemic school year to build lasting and helpful relationships with peers		
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Sean Green	Chair, School of Computing & Academic Studies	1	Improve communication and training within the CST Set Rep program		
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Danny Zaporozan	Chair, School of Health Science	1	Increase awareness and enrollment into current BCITSA programs through BCITSA YouTube Channel		
		2	Implementation of Student Refugee Program*		
		3	Increase set rep engagement through an initiative that challenges set reps to make life at BCIT 1% better		

Mina Ariana	Interim Chair, Schools of Transportation, Construction & Environment	1	n/a		
		2	n/a		

Clint Fernandes	Chair, Downtown Campus	1	Change gendered signage (washrooms, etc) to be inclusive		
		2	TBA		
		3	TBA		

Richard Park	Chair, Aerospace Campus	1	Improve test scheduling during COVID-19 and provide guidelines for a pandemic situation	No updates	
		2	Improve mentorship program on ATC campus	No updates	
		3	Brainstorm and plan for an event for interaction between different engineering field students	No updates	

## Student Leader Reports

Name	Position	Report	Optional - Other Notes
Ashley Obeck	BMC Satellite Councillor		
TBD	AIC Satellite Councillor		

# Committee Reports

Committee	Report by	Optional - Other Notes
Finance	Skye Nguyen	No update
Student Spaces	Rebekah Muntelwit	
Bylaw	Skye Nguyen	No update
Advocacy & Policy	Claire McCallum	
Clubs	Matthew Miller	Committee met on December 2nd and voted in favour of bringing the BCIT Global Health Club application to Council.
Board of Governors	Hunter Sones	
Education Council	Matthew Miller	
Alumni Board	Claire McCallum	Board of Directors Meeting held on Dec 10th. Relevant discussion was about the desire to improve relations with SA Membership to lead to AA Membership.
Sustainability	Yasmin Gardy	