

Council Meeting Agenda
Monday, February 8th, 2021
5:30 PM – 7:30 PM
Microsoft Teams (online)

13.1 Call to Order

13.2 Acceptance of the Agenda

13.3 Education Council Student Representative Positions

- *Jennifer F.*

13.4 Acceptance of the Minutes: 2021-01-25

13.5 Old Business

13.5.1 Executive Director's Report

- *Caroline G.*

13.5.2 Executive Updates

- *Executive team*

13.6 Open Forum

13.7 Reminders

13.7.1 Council Meeting: 2021-02-22 @ 17:30 on Microsoft Teams

13.8 Meeting Adjournment

Please refer to attached materials.

Council Meeting
Monday, February 8th, 2021
Minutes

- Executives:** Mina Ariana – Interim Chair, Schools of Transportation, Construction, & the Environment
 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
 Danny Zaporozan – Chair, School of Health Sciences
- Staff:** Caroline Gagnon – Executive Director
 Crystal Man – Administrative Coordinator
- Satellite Councillors:** Ashley Obeck – Marine Campus
- Councillors:**
- | | |
|-------------------------|-----------------|
| Eileen Bui | Takeshi Keber |
| Robert Chamberland | Jasmine Lee |
| Bobby Davidson | Baldeep Litt |
| Maria Davis | Elisha Loh |
| Paramveer Dhaliwal | Ryan Lounds |
| Ian Ertzinger | Queenta Ngoe |
| Tanya Fuchs | Yasmeen Pomeroy |
| Karel Chanivecky Garcia | Bethan Pugh |
| Khadija Glover | Felix Ruttan |
| Ruby Hsu | Jeremy Shepherd |
| Alyssa Ilich | Rajdeep Singh |
| Supreet Jhudge | Nikita Zaitsev |
- Regrets:** Navin Basran
 Hoang Khoa
 Jenna Kim
 Brianne Lee

13.1 Meeting Called to Order

The Chair, Hunter, calls the meeting to order at 17:53 (37 voting members, including Chair).

13.2 Acceptance of the Agenda

Motion:

Be it resolved that the agenda be accepted as distributed.

Moved by: Hunter Sones

Seconded by: Yasmin Gardy

Unanimous

Carried

13.3 Education Council

- Jennifer Figner, BCIT Associate Vice President, Implementation and Integration, speaks about the available student positions on Education Council for the upcoming elections.

Discussion:

- Are these positions open to alumni and part-time students?
 - They are open to part-time students but not alumni.
- What kind of qualifications and experience would be important?
 - The best qualifications are being a student and being willing to speak up.
 - Ideally, it is best if the students in the four positions span a wide variety of programs.
- There were quite a few candidates who applied to the Education Council positions last round. If students are interested, be sure to write a great bio.
- Speaking as someone currently on Education Council, this is a great opportunity for students.

13.4 Acceptance of the Minutes: 2021-01-25

Motion:

Be it resolved that the Council minutes from 2021-01-25 be accepted as distributed.

Moved by: Clinton Fernandes

Seconded by: Ian Ertzinger

Unanimous

Carried

13.5 Old Business

13.5.1 Executive Director's Report

- As submitted.
- The government has announced \$4 million going to four post-secondary institutions for micro-credential courses. These courses are mainly online and are short, targeted courses designed to add to existing education and assist with career changes.
 - BCIT will be offering three micro-credential courses, one of which is in construction.

Discussion:

- When can we expect the micro-credentials to be ready for enrollment?
 - Details can be found on the BCIT website.
- Was the Education Council instrumental in making these decisions?
 - Yes, courses and programs go through Education Council.
- There are micro-credentials available right now, some of which are free. BCIT appears to be ahead of the game on this front compared to other institutions.

13.5.2 Executive Updates

- As submitted.
- Claire: Will be attending a lobbying week with the British Columbia Federation of Students to meet with elected officials. She and the Government Relations Strategist will be talking about the two external policies recently approved by Council, in particular the BC Access Grant, as well as increased funding to post-secondary institutions to reduce reliance on tuition and better oversight and regulation for international student tuition increases. A formal report will be provided at the next meeting.
- Charles: Will be speaking with “e-learning champions”, who are instructors who have been successful in delivering online learning. The Advocacy department has finished synthesizing student feedback from the survey.
- Hunter: We have received interest from 38 total candidates for the executive director position, three of which are internal candidates. The shortlist will be available later this month or early March.
 - Gym and recreation spaces: the use of outdoor spaces has been approved by the BCIT health and safety committee, but not by the Provincial Health Officer yet. The next step is to open the recreation facilities counter to loan out equipment to students. There is also a pending safety plan to reopen the gym.
 - A potential spot for the new student building has been identified at SE04, which is a more central location than the previous proposal. However, it is currently

occupied so we are working through the process of determining the cost and/or feasibility of relocating the occupants.

- BCIT approaches the board each year to present the annual fee review. The board recommended against the proposed 2% ancillary fee increase. The board also made a formal request to increase the transparency of mandatory ancillary fees by having the information posted on the BCIT website by May 1st, 2021. The board will be meeting with them again at the next Executive meeting.

Discussion:

- Has BCIT provided any indication that they are open to increasing transparency around fees?
 - Some positive news has been disclosed at a private meeting.

13.6 Open Forum

- Request for seven Council members who speak different languages to provide a significant word or phrase from your languages to add to the multicultural campaign in April.
- A reminder that the Student Spaces Development Committee has a meeting following Council.
- Thank you to everyone for staying engaged this year. It has been challenging but keep up the good work.
- Please reach out to the current Executives if you are interested in running for an Executive position.

13.7 Reminders

13.7.1 Council Meeting: 2021-02-22 @ 17:30 on Microsoft Teams

13.8 Meeting Adjournment

It was moved by Ruby Hsu and seconded by Skye Nguyen that the meeting be adjourned.

Unanimous Carried

The meeting was adjourned at 18:24.

Executive Director Report

Council Meeting, February 8, 2021

- **Policies:** Management is in the process of reviewing internal policies. According to Gov-0 Policy: Policy framework, changes to the internal policies will be brought to the Board for approval by the end of March.
- **Budgetary Period:** Management is entering their 2021-2022 budgetary and planning period. Assumptions such as a gradual return to campus for Fall 2021 are guiding this process. It is expected that the Summer term will be as is, which is students mainly studying online, while some courses will be offered on campus when possible.
- **Student Services:** Student Services are very busy. These are the events/programs for the next two weeks.

Name of Event	Department	Start Date	Time	Platform
Jack.org Talk - Mental Wellness in the Classroom	Wellness Services	02/08/21	5:00 - 6:00pm	Go To Webinar
Online Workshop: LinkedIn Basics and Beyond	Career Services	02/08/21		Litmos
BCIT Nursing Student Workshop - Mental Wellness	Wellness Services	02/09/21	4:00 - 5:30pm	BCIT Zoom
Intrapreneur Edge Training - Session 1	Entrepreneurship	02/09/21	5:00 - 6:30pm	Go To Meeting
Peak Leadership Evening With Leaders	Student Development	02/09/21	5:30 - 7:30pm	Microsoft Teams
Intrapreneur Edge Training - Session 2	Entrepreneurship	02/10/21	2:00 - 3:30pm	Go To Meeting
Virtual Workshop: How to Optimize Your Job Search in a Tight Job Market	Career Services	02/10/21	2:30 - 3:30pm	Microsoft Teams
PEAK Presentation Challenge	Student Development	02/10/21	3:00 - 5:00pm	Microsoft Teams
Virtual Workshop: Career Planning in Canada	Career Services	02/10/21	3:30 - 4:30pm	Microsoft Teams
Mind over Mood - Balancing Your Thoughts	Wellness Services	02/10/21	5:30 - 6:30pm	External Zoom
Northeastern University - Inclusive Artificial Intelligence	Career Services	02/11/21	3:00 - 6:00pm	External Zoom

Ask Us Anything About Online Learning Skills - Live Webinar	Wellness Services	02/11/21	5:00 - 6:30pm	Go To Webinar
Virtual Workshop: Aerospace Job Search Bootcamp	Career Services	02/16/21	3:00 - 5:00pm	Microsoft Teams
Understanding Resilience Webinar	Wellness Services	02/16/21	4:00 - 5:00pm	External Zoom
Intrapreneur Edge Experiential Learning Day	Entrepreneurship	02/16/21	5:00 - 7:00pm	Microsoft Teams
IxL - Mini	Student Development	02/16/21		Recorded
Virtual Workshop: How to Get Your Resume Noticed	Career Services	02/17/21	2:30 - 3:30pm	Microsoft Teams
Student Panel Discussion - How to be an Ally	Wellness Services	02/17/21	3:30 - 4:30pm	BCIT Zoom
Employer Information Session - Fortinet Technologies	Career Services	02/17/21	3:30 - 4:30pm	Go To Webinar
Northeastern University - Break Into Tech	Career Services	02/17/21	4:00 - 6:00pm	External Zoom
Ask Us Anything - Physical Health	Wellness Services	02/18/21	4:00 - 5:30pm	Go To Webinar
Employer Info Session - Richardson International Limited	Career Services	02/18/21	5:30 - 6:30pm	Go To Webinar
PEAK Presentation Challenge	Student Development	02/18/21	5:30 - 7:30pm	Microsoft Teams
Virtual Board Game Night	Wellness Services	02/19/21	5:00 - 6:00pm	Microsoft Teams
PEAK Presentation Challenge	Student Development	02/20/21	1:00 - 3:00pm	Microsoft Teams

Objective Updates - Feb 8, 2021

Name	Position	#	Objective	Objective Update	Next Steps
Hunter Sones	President	1	Hire BCITSA's new Executive Director by March 1st, 2021		
		2	Facilitate the transition of BCITSA's newly hired Executive Director into their role by May 10th, 2021		
Skye Nguyen	VP Finance & Administration	1	Develop a centralized information storage system and automated administration process for Executives team	Completed	Completed
		2	Prepare transition documents that include all annual procedures of councillor appointments, AGM preparations, etc	No update	No update
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		
		2	Effectively promote and manage the Fall 2020 Clubs for Community program	No further action required (objective complete)	N/A
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	Multicultural campaign to advocate and promote diversity and inclusion in our BCIT student community (April)		
		3	Cigarette recycling program		

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		
		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		
		3	Assist in the hiring of a new BCITSA Executive Director		

Charles Mah	Chair, School of Business	1	* Work with STUDENTS to improve online learning	I have been receiving lots of thoughtful and diverse feedback from students over discord and through my councillors. I am synthesizing this information into a coherent set of actionable insights which can be submitted to the E-Learning fellow at our next meeting.	My set rep meetings are coming up. I have learned that there are 4 major resources which are for public consumption and can be given to students to help their teachers know what teaching techniques are being endorsed by their peers and the Institute. I intend to discuss with them the findings of the online learning survey and familiarize them with these 4 documents to equip them to help their teachers learn how to teach better, and to empower them to ask for the educational experience they pay for. In the meantime, I will encourage a small sample of set reps to view these documents ahead of time and gauge their responses. If they do not believe that they can use these resources to impress their teachers to seek more training, maybe we can try another approach. (Milestones forthcoming by 4th week in February)
		2	* Work with BCIT STAFF to improve online learning	I have been (re)invited to attend the monthly meetings with James Rout, the Associate VP for Education support and Innovation. His insights into what services and resources are already available for both students and teachers is a big relief. This indicates that BCIT cares about quality of education and that they have been working on ways to improve it. I was made aware of 4 critical resources which are available for teachers to help keep them on track with their teaching techniques and best practices: The BCIT Learning and Education Framework, The BCIT E-Learning Strategy, The BCIT Open Education Grant and the annual Teachers Summit	I intend to set up more meetings with James and his department to discuss measureable milestones and tasks to work towards with the intention of improving teaching quality at BCIT. I will also be asking him about specific clauses and rights in the teacher's union's collective bargaining agreement which hamper the students ability to demand reform in the educational experience at BCIT. My intention is to better navigate or even fight these clauses to strengthen the position of students. Pending his approval, I may also invite a small sample of set reps with issues to email James and provide him with their perspectives on Online Learning. If this is deemed valuable by both parties, I can work with James and his department to prepare a formal presentation and outreach campaign targeting students to ask for their feedback about online learning and educate them about the resources which are already available for their benefit.

		3	* Work with E-Learning Fellow to improve online learning	I have met with Leslie Major (E-Learning fellow) to discuss how i can help inform the development of the teaching materials she is preparing to help other instructors learn to teach online better. I had provided her with my initial remarks about online teaching collected from some students and also explained my personal strategy for improving online experiences in my own classrooms. I have another meeting with Advocacy to discuss the outcomes of the recent online learning survey which had been circulated last term. I will synthesize that report and inform Leslie of the result.	Once the details of my investigation have been shared with Leslie and the core of her materials are finalized, I will ask her to include references to the 4 documents (listed above) aimed at improving education quality. Then, I will seek her approval to have the BCIT NEWS commons online publication run a piece about her work as the E-Learning Fellow to promote the training package she is developing. I will receive the survey results on February 4th. I will prepare another update about that material at that time.
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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		
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Richard Park	Chair, Aerospace Campus	1	Improve test scheduling during COVID-19 and provide guidelines for a pandemic situation		
		2	Improve mentorship program on ATC campus		
		3	Brainstorm and plan for an event for interaction between different engineering field students		

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	The committee provided Investment Portfolio update to the Board in the meeting on Feb 1st, 2021. The investment policy proposed changes were approved by the Executive Board and was updated on the website.	
Student Spaces	Caroline Gagnon	The committee has approved the installation of an instant hot water tap and sink in the second floor lounge of SW3. The installation is in progress and should be complete by March.	
Bylaw	Skye Nguyen		
Advocacy & Policy	Claire McCallum		
Clubs	Matthew Miller		
Board of Governors	Hunter Sones		
Education Council	Matthew Miller		
Alumni Board	Claire McCallum		
Sustainability	Yasmin Gardy		