



2021-2022
BCIT STUDENT
ASSOCIATION
ANNUAL REPORT

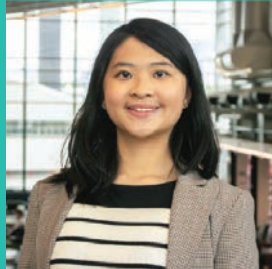
MOVING FORWARD, LOOKING BACK.

2021-2022

Board of Directors



Kevin Adlparvar
President



Ruby Hsu
VP Finance & Administration



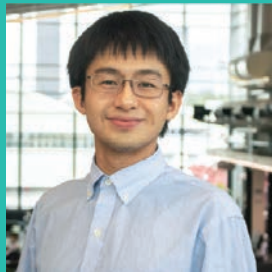
Abhay Bakshi
VP External



Tanya Fuchs
VP Student Experience



Chen Yasmin Gardy
VP Equity & Sustainability



Bobby Davidson
Chair, School of Business
& Media
June 2021 to February 2022



Gary Sidhu
Chair, School of Health
Sciences
June 2021 to January 2022



Aman Duisek
Chair, School of Energy



Liam Lauren
Chair, School of Transpor-
tation, Construction & the
Environment



Nolan Johan Nordwall
Chair, School of Computing &
Academic Studies



Anmol Anand
Chair, Downtown Campus



Daniel Bradley
Chair, Aerospace
Technology Campus

Thank you to Joshua Luu, the Interim Chair of Business + Media from February 2022 to May 2022, and to Céline Lorient, the Interim Chair of School of Health Science from March 2022 to May 2022.

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ABOUT THE BCIT STUDENT ASSOCIATION

The British Columbia Institute of Technology Student Association (BCITSA) is a non-profit student service and advocacy organization at BCIT with a mandate to enhance student life. Our programs and services are designed to benefit and support all full-time and part-time students across BCIT's five campuses. Students lead our organization and govern the affairs of the BCITSA.

We respectfully acknowledge that the land on which BCIT's main campuses are located is the traditional and unceded territory of the Coast Salish peoples, specifically the shared territories of the Tsleil-Waututh, Squamish, and Musqueam First Nations.

LETTER FROM OUR LEADERSHIP

It is remarkable how quickly things change. Each member of the BCIT Student Association stepped up this past year to ensure we could deliver our mandate: enhancing the quality of student life.

We continue to navigate the complexities of the post-COVID-19 world as a team. Retail operations (Geared Up, The Stand South, The Stand Central, and Pavilion) did a phenomenal job of adapting to the years uncertainties while welcoming students back to campus with a smile!

With students returning to campus, it was up to us to ensure they had a place to meet, relax, and get a hot meal. Knowing this, Habitat Pub reopened in late August after eighteen months of being closed. Bringing a team together took time and effort, but we were pleased to see many of our employees return, and many more new teammates.

Our three childcare centres are fully staffed and at capacity! We hope to expand significantly in the coming years, and plan to apply for government grants to assist our expansion plans.

Despite our successes, this was a challenging year. When all events moved online, many of our service departments struggled to reach students, and when things began to move back to in-person, they

were left questioning what format would serve them best. To deal with the mixed demand we effectively developed hybrid learning models, so students can opt for the best solution to fit their needs.

In the summer of 2021 Wellness and Advocacy came together to form a unified department. This change serves our BCIT students better, as this larger team can tackle issues (like food insecurity) that affect our students' well-being.

Our Marketing and Communications team has done a phenomenal job collecting data from our various initiatives and ensuring that we're focusing our efforts effectively. We've collected more helpful data this year than ever before, and we're using it strategically.

We celebrate our collaborations, as these illustrate our dedication to our collective goal, improving student life. We also celebrate our partnerships with BCIT, as they have been key to better understanding the needs of students. BCIT welcomes nearly 50,000 students to its classes each year, students that we are here to help.

Through all this change, we have been working together to strengthen our commitment to justice, equity, diversity, and inclusion (JEDI). We have begun developing a strategy for our staff,

appointed an officer to oversee this development, and hired a coordinator to assist us.

We want to thank you all for your understanding, commitment, and continued engagement in our programs and events. It has been an honour for us to lead the talented team at the BCITSA.



Kevin Adlparvar, President



Yael Zachs, Executive Director

KEY ACHIEVEMENTS

ALL
RETAIL & FOOD
SERVICES
RE-OPENED

80%
INCREASE IN
SPRING HIRING FAIR
ATTENDANCE

NEW
FOOD SUPPORT
HUB TO COMBAT
FOOD INSECURITY

32 ACTIVE
BCITSA CLUBS

62 CHILDCARE
SPACES FILLED

BEGAN WORK ON
JUSTICE, EQUITY,
DIVERSITY, AND
INCLUSION
STRATEGY

A BALANCING ACT

The goal in 2020 was to move all student services online to ensure that students could continue to access all of our services. In 2021, the goal was strategically returning to campus and in-person activities. This return happened intermittently, though, as the waves of the pandemic rippled throughout the province.

As the various BCITSA teams and services migrated back to campus, our goal was to provide students with effective support and to meet them where they were. In some cases, this meant a full return. In others,

this meant keeping online services open. We are still working hard to understand and act on the evolving needs of our BCIT student community.

Many roles and departments in our offices changed this year, creating a fresh and newly invigorated BCIT Student Association. This evolution of our team has allowed new ideas to flourish and innovative projects to develop. We are looking back at the challenging years we've been through and finding ways to align ourselves with the future.

TRACKING THE NUMBERS

The Marketing and Communications Department has prioritized the collection and presentation of data from the 2021/2022 school year, including figures on the opening rates of newsletters, the click rates of our websites, and the success of post types on our social media platforms. They were able to track student involvement in events, and particularly noted the explosion of growth in our LinkedIn engagement, with a rise of 435 new followers over the course of the school year.

Our childcare centre, which is fully staffed with great teams, has stayed open for most of the pandemic and has three centres that have completely filled all 62 spaces. Due to this high demand, they have been busy preparing an application for government funding. If successful, they will open three more centres, doubling their capacity!

Following the challenges of the previous year we were also able to identify that U-Pass BC usage rates have substantially recovered. This news comes as a relief, as we need to ensure this is a valuable program for our community.

Link magazine also was watching the numbers. During COVID-19 print issues were halted, but upon return, we wanted to provide our students with that tangible piece of culture again. To ensure a financially feasible return to print, the Publications and Campus Print & Copy teams began a flexible and strategic "print on demand" method for the magazine, and have released copies as needed throughout the month. This reduced costs significantly from the previous year.





FOOD SECURITY & STUDENT RIGHTS

Two of our departments, Wellness and Advocacy, blended into one larger team. This change has allowed us to better tackle large issues, such as food security, which we've done with the new Food Support Hub.

One element of this hub is a free and accessible Food Pantry, a partnership between the BCITSA and the Greater Vancouver Food Bank. To see the steadily increasing number of visits to the food pantry since opening, check the chart on page twelve!

Due to demand, we were able to hire an additional full-time Advocate, ensuring the team had the capacity to sit on several committees at BCIT, including Education Council (EdCo) and EdCo Policy Committee, Harassment & Discrimination Steering Committee, Diversity and Inclusion Committee, Food Security Working Group, and the Student Wellbeing Steering Committee. Keeping our trained Advocates on these committees ensures that we're informed about the challenges and opportunities facing BCIT Students.

BACK TO CAMPUS

This was the year of “re.” Re-opening, re-viving, re-imagining. This year we were so pleased to see all our operations open again. The Habitat Pub and the Stand Central were the last to reopen their doors in August and September of 2021; Habitat had spent 18 months closed. Sales figures across the operations increased steadily throughout the year, from a mere 30% of pre-COVID figures up to 70% in some instances. We have shifted hours to adjust to the demand and emphasized excellent service to ensure financial stability throughout these reduced profits. While students were slow to return, and sales figures were lower than hoped, we are happy to have hired (and welcomed back) an excellent team for each operation. We are thankful to them for their adaptability to the constantly changing regulations in 2021-2022.

Many of our service departments, such as Entrepreneurship, Wellness & Advocacy, and Career Services, developed hybrid learning instead of returning fully to campus. All information we have gathered suggests that students currently prefer to access services online. Demand for one-on-one appointments across services grew or remained consistent throughout the year. Group events were highly affected by the pandemic, and engagement numbers have suffered.

While students were more interested in online events, employers were enthusiastic about in-person opportunities. The Spring 2022 Hiring Fairs had 794 students and alums attend, an enormous increase from the 442 who attended the online-only events the year prior.



ADDING, REDUCING, REARRANGING

At the Campus Print & Copy Center, we focused on reducing the number of self-serve machines across campus. This reduction reduced our operating costs and ensured our Print & Copy team members were spending less time maintaining those and therefore had more time available to support students in person. This change resulted from recognizing that many small assignments post-COVID don't need to be printed and turned in. However large projects still require a high-quality physical copy, which can be produced at the central Campus Print & Copy operation.

We also began creating a Justice, Equity, Diversity and Inclusion Strategy for employees. In addition to appointing a Justice, Equity, Diversity and Inclusion Officer to oversee the strategy development, we hired a Coordinator in January 2022 to assist.

The Business Systems team completed 85 tickets (and many other day-to-day quick support requests) and has been focused steadily on training and supporting employees with managing systems effectively. This strategic focus on training effectively reduces the number of repetitive tickets submitted and ensures that the Business Systems team can spend time more efficiently. The support and training in the 2021-2022 year were focused heavily on Dynamics CRM, SharePoint, and MS Bookings.

In the Publications Department, our podcast, *MicroLink*, published seven full-length episodes and five summer features. The annual student agenda, however, was cancelled for the year due to a reduction of in-person activity. Thankfully we had extras of the undated version we had printed the year prior!

STUDENT INVOLVEMENT

Students were enthusiastic about getting involved as they made their way back to school. The BCITSA saw 31 active clubs, including five that became active this year after no COVID activity, and two new clubs.

Student Development delivered the first virtual day-long IxL Conference, attended by 200+ students and industry professionals. It was a new format for us, but was a great success. This year, Student Development

also implemented the restructuring of the Peak Leadership program. The program was divided into two two-month terms (as opposed to a 7-month program). The restructuring increased program completion by 21%.

One of the ways BCIT students get involved is during the BCITSA annual elections. In spring 2022, all positions were filled, and a new Board was elected.



Summary Statement of Operations by Fund

Year Ended May 31

	2022	2021
CAPITAL LEVY FUND		
Capital Levy Collected - Student Spaces	\$117,429	\$134,166
Expenditures - Student Spaces	(15,084)	(154,381)
Student Spaces - Net	102,345	(20,215)
Capital Levy Collected - New Building	1,507,138	1,491,201
Investment Income - New Building	(118,484)	95,670
Unrealized Change in Fair Value of Investments and Foreign Exchange	(321,694)	412,319
Expenditures - New Building	(64,469)	(56,244)
New Building - Net	1,239,459	1,942,946
Excess / (Deficiency) of Revenue over Expenses	\$1,341,804	\$1,922,731
STUDENT MEDICAL INSURANCE FUND		
Student Medical Fees Collected	\$2,138,516	\$2,068,969
Medical Insurance Premiums Paid	(1,748,646)	(1,682,498)
Expenses - Wages, Rent, G&A	(174,420)	(218,502)
Write-off of Capital Assets	(725)	-
Excess / (Deficiency) of Revenue over Expenses	\$214,725	\$240,062
OPERATING FUND		
<u>BUSINESS REVENUES - RETAIL AND PUB</u>	\$1,362,478	\$129,283
Cost of Sales	(637,264)	(81,416)
Wages, Rent, G&A, Amortization	(1,393,142)	(691,554)
Net Business Surplus / (Loss)	(667,928)	(643,687)
<u>OTHER REVENUES</u>		
Student Fees Collected	3,242,523	3,508,036
Capital Levy Collected - SE2 Expansion	258,342	295,960
	3,500,865	3,803,996
Childcare Revenues	1,118,396	823,207
Canadian Emergency Wage & Rent Subsidy	590,953	1,641,788
Other Various Revenues - Net	286,103	118,038
Clubs - Membership Fees, Fundraising, Misc	160,888	87,199
	5,657,205	6,693,261
Total Net Revenues	4,989,277	6,049,574
<u>EXPENDITURES</u>		
Program Delivery - Student Services	628,462	571,820
Program Delivery - Career Services	541,482	494,072
Program Delivery - Entrepreneurship Services	181,159	171,932
Program Delivery - Advocacy Services	250,468	221,654
Program Delivery - Childcare Services	1,132,734	954,030
Student Governance	176,648	158,118
Services & Governance	2,910,953	2,571,626
Administration	2,774,363	2,497,847
	5,685,316	5,069,473
Club Expenses	111,177	49,328
	5,796,493	5,118,801
Operational Subtotal	(807,216)	930,773
Share in Deficiency of Revenues Over Expenditures of Joint Venture	(80,336)	(179,775)
Write-off of Capital Assets	(8,826)	-
Excess / (Deficiency) of Revenue Over Expenses	(896,378)	750,998
Total Organizational Excess / (Deficiency) of Revenue Over Expenses	\$660,151	\$2,913,791

Summary Statement of Financial Position

As At May 31

	2022	2021
ASSETS		
Cash	\$3,102,585	\$2,865,407
Other Current Assets	1,398,415	1,390,993
Total Current Assets	4,501,000	4,256,400
Investments	6,171,742	5,094,270
Loan due from Joint Venture	1,266,892	1,355,730
Capital Assets - Net of Depreciation	3,120,649	3,767,400
Deferred Charges	27,495	40,871
Prepaid Rent	507,259	710,163
	\$15,595,037	\$15,224,834
LIABILITIES		
Current Liabilities	\$2,216,696	\$4,147,632
Long Term Debt	4,301,389	2,660,401
	6,518,085	6,808,033
NET ASSETS, BY FUND BALANCES - INTERNALLY RESTRICTED		
Capital Levy Fund - Student Spaces	171,228	68,882
Capital Levy Fund - New Building	6,469,694	5,230,236
Capital Levy Fund - Total	6,640,922	5,299,118
Medical Insurance Fund	1,235,275	1,020,550
	7,876,197	6,319,668
UNRESTRICTED	1,200,755	2,097,133
	9,076,952	8,416,801
	\$15,595,037	\$15,224,834

SUMMARY STATEMENT OF CASH FLOWS

Year Ended May 31

	2022	2021
Operating Activities		
Total Organizational Excess / (Deficiency) of Revenue over Expenses.....	\$660,151	\$2,913,791
Add: Items not involving Cash		
Depreciation and Amortization	804,197	832,762
Prepaid Rent	202,904	202,904
Unrealized Gains /(Loss) on Investments & Foreign Exchange	321,694	(412,319)
Share in Deficiency of Revenues Over Expenses from Joint Venture	80,336	179,775
Write-off of Capital Assets	9,551	-
	2,078,833	-
Cash: Provided by decrease of / (Used to increase) - Current Assets	155,882	157,796
Cash: Provided by increase of / (Used to decrease) - Current Liabilities	290,279	(283,695)
Operating Activities - Cash: Provided by	2,524,994	3,591,014
Investing Activities - Cash: (Used)	(1,834,045)	(2,038,186)
Financing Activities - Cash: Provided by / (Used to repay) Long term Debt	(453,771)	(543,721)
Cash: Increase / (Decrease)	237,178	1,009,107
Cash: End of year	\$3,102,585	\$2,865,407
Current Ratio (Working Capital) - min 1.10 to 1	2.03	1.03
Debt to Tangible Net Worth - max 3 to 172	.81
Debt Service Coverage - min 1.10	2.76	7.64

The financial information above has been compiled by the management of the Student Association of BCIT (BCITSA) and summarizes financial information from the audited Financial Statements for the year ended May 31, 2022. The BCITSA appointed auditors, Smythe LLP, CPA audited the Financial Statements which were approved by the members at large at the Annual General Meeting held on November 28, 2022. The reader is cautioned that the summary may not fully suit the needs of the reader and for more details the reader should review the full financial statements with explanatory notes which can be found at bcitsa.ca.

FIGURES IN PERSPECTIVE

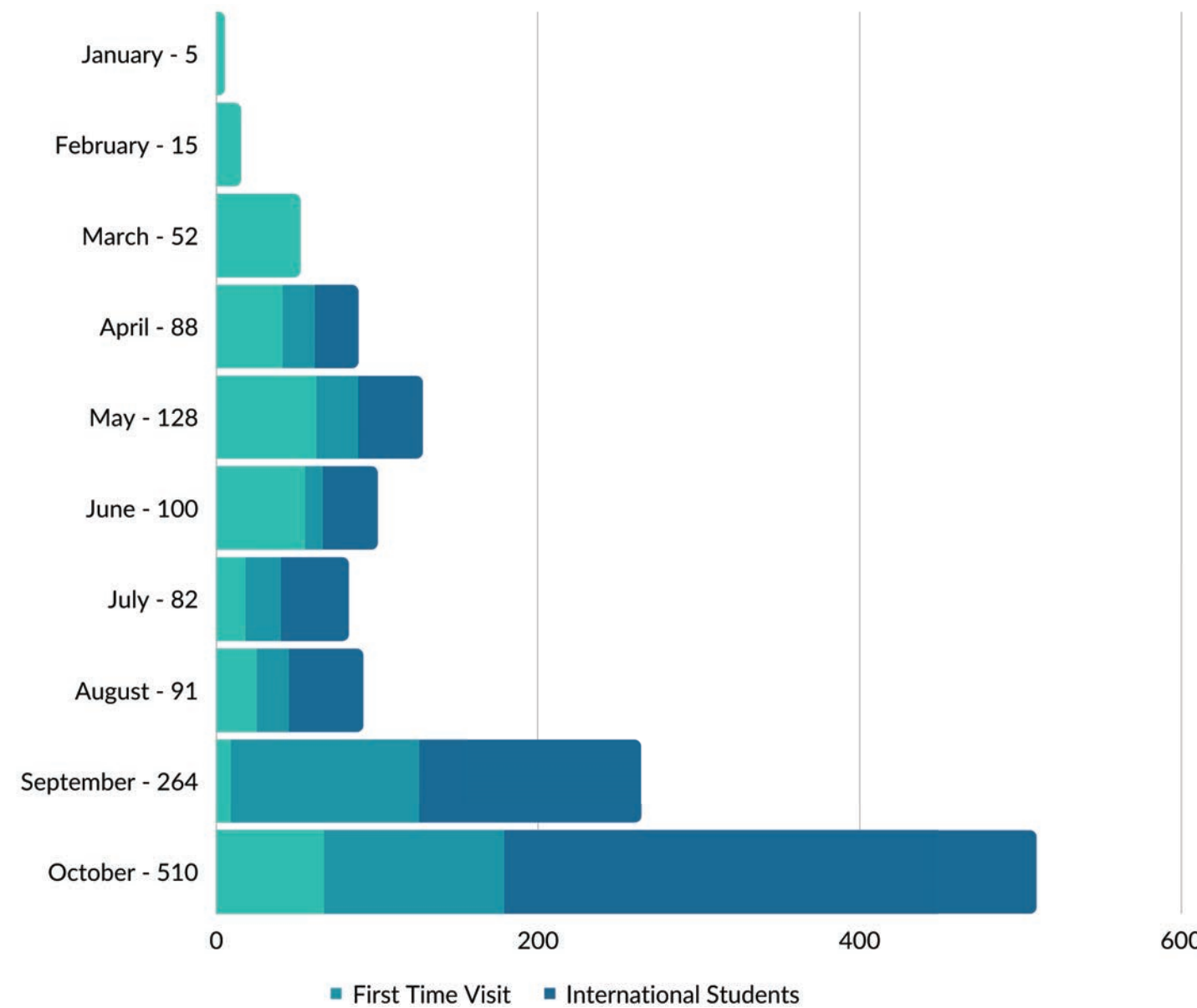
Below, you'll see the rapidly growing use of the food pantry. In just October we served more students than we had in the first eight months of the program! This is due in part to a growing awareness of the pantry, and also due to the growing need among our students. On the following page, you'll see how our various programs affect our expenses. In the details you'll also see our reducing reliance on student fees for our programs; we've reduced the need by 15% compared to last year!

On the previous pages, you may have noticed that there are two levies in place, one for a new student services building, and one for student spaces. In 2021-2022 the council voted to use a portion of the student spaces fund to create the

Kathy Kinlock Bursary Fund for students! To date, we have accumulated \$6.47 million in the new building fund, and \$171,000 in the student spaces fund. The Medical Insurance Fund is where we maintain our funds for purchasing (and charging fees for) Medical Insurance. We forecast and attempt to match funds to revenues, and each year we adjust to ensure it's as accurate as possible.

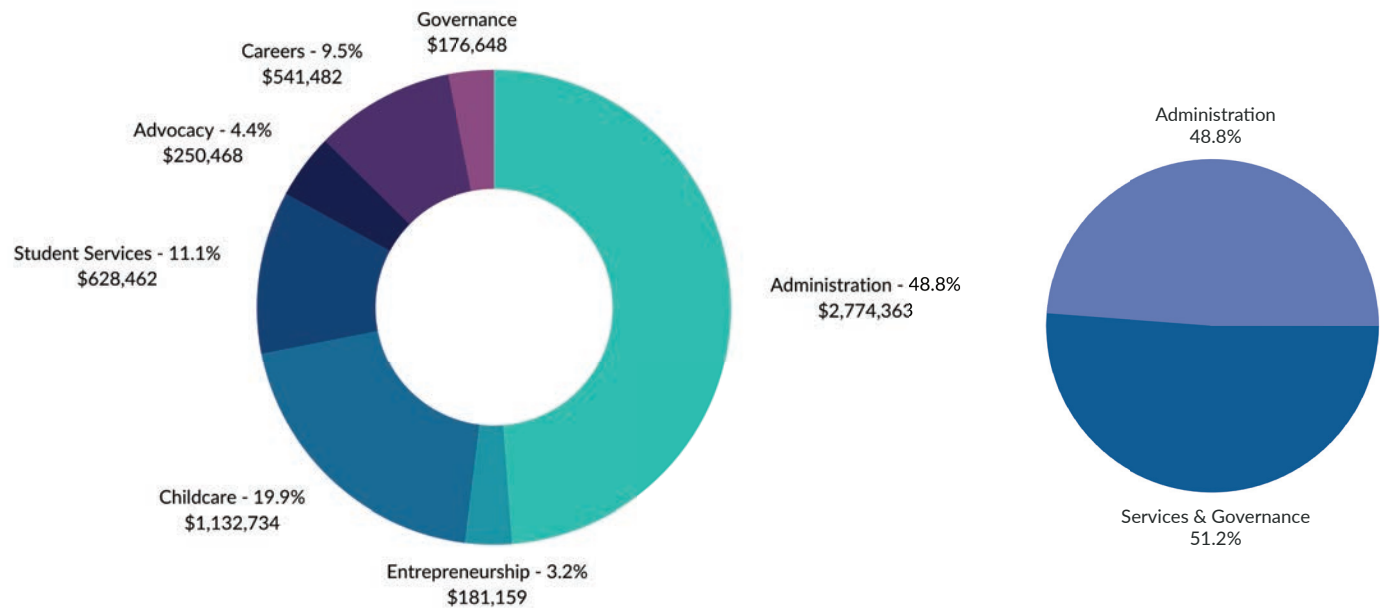
The Medical Insurance Fund and the Levies Funds are kept entirely seperate from our Operating Fund, and you can see a breakdown of our expenses by service in the Operating Fund on the next page, which should provide some insight into the cost of each program we offer.

FOOD PANTRY VISITS, JANUARY TO OCTOBER 2022



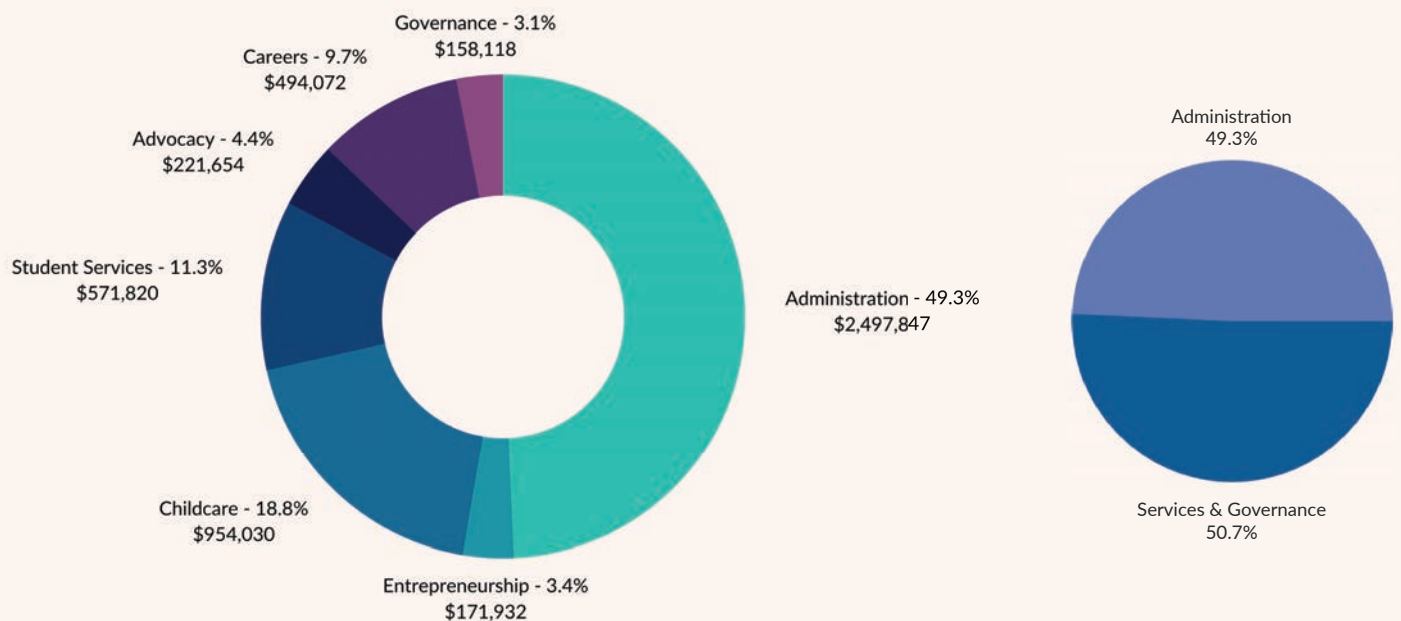
EXPENSES BY SERVICE, 2022

total expenses for service, governance, and administration in 2022: **\$5,685,316**
student fees collected: **\$3,500,865**
student fees covered **61.6%** of total expenses.



EXPENSES BY SERVICE, 2021

total expenses for service, governance, and administration in 2022: **\$5,069,473**
student fees collected: **\$3,883,567**
student fees covered **76.6%** of total expenses.





BCIT
SA