

- 1.1 Call to Order
- 1.2 Territory Acknowledgement
- 1.3 Acceptance of the Executive Committee Meeting Agenda
- 1.4 Acceptance of the Council Meeting Minutes: May 27, 2024
- 1.5 Reports
 - 1.5.1 Executive Director's Report - *Roland G.*
 - 1.5.2 Executive Updates - *Executive Team*
- 1.6 New Business
 - 1.6.1 Elections Committee Appointment - *Roland G.*
- 1.7 In Camera
- 1.8 Open Forum
- 1.9 Reminders
 - 1.9.1 Next Training Session and Executive Committee Meeting – TBD
- 1.10 Meeting Adjournment

**Executive Committee Meeting
June 8, 2024
Minutes**

- Executives:** Jimmy Wang – President
Juan Lee – VP Finance & Administration
Cora Bell – VP External
Ryan Lim – VP Student Experience
Moksh Garg – VP Equity & Sustainability
Russell Moy – Chair, School of Energy
Fiona Wong – Chair, School of Computing & Academic Studies
Adam Matthews-Kott – Chair, School of Transportation, Construction & the Environment
Eric Chau – Chair, Downtown Campus
Geoff Vinod Pittappillil – Chair, Specialized Transport Campuses
- Staff:** Roland Gagel – Interim Executive Director and Director of Finance
Tanya Fuchs – Executive Assistant and Board Liaison
- Guests:** Michel Pouliot – Incoming Executive Director
- Regrets:** Greyson Dubé – Chair, School of Business & Media
Megan Jewell – Chair, School of Health Sciences

1.1 Call to Order

The Chair, Jimmy, calls the meeting to order at 2:10 pm. (10 voting members, including the Chair)

1.2 Territory Acknowledgement

Michel read the Territory Acknowledgement.

1.3 Acceptance of the Agenda

Motion:

Be it resolved that the agenda be accepted as distributed.

Moved by: Jimmy Wang

Seconded by: Adam Matthews-Kott

Unanimous

Carried

1.4 Acceptance of the Minutes: May 27, 2024

Motion:

Be it resolved that the Council Minutes from May 27, 2024, be accepted as distributed.

Moved by: Jimmy Wang

Seconded by: Fiona Wong

Discussion:

- The votes for the first motion of item 21.6.2 are currently reversed and should be corrected to the actual results.
- Cora was at the meeting and should be added to the attendance list.

Motion:

Be it resolved that the Council Minutes from May 27, 2024, be amended as follows:

- 1) Add Cora Bell to the attendance list
- 2) Correct the voting count error in item 21.6.2 to 7 Yes votes, 10 No votes, and 5 Abstain.

Moved by: Cora Bell

Seconded by: Eric Chau

Unanimous

Carried

Motion:

Be it resolved that the Council minutes from May 27, 2024, be accepted as amended.

Moved by: Cora Bell

Seconded by: Eric Chau

Unanimous

Carried

1.5 Reports

1.5.1 Executive Director's Report

- Interviews for the Executive Assistant position have finished, and People and Culture are in the process of getting the selected candidate to start in a few weeks.
- Currently in the negotiation phase with a new People and Culture Specialist. The Director of People & Culture's last day is June 21. When the People and Culture Specialist is hired, Tara will train them as much as possible before she leaves. Over the summer, this person will be responsible for hiring all the other roles that need to be filled.
- Organizational change update: The position of Director of People and Culture will be dissolved and replaced with a Manager of People and Culture position, and the Executive Director will be responsible for the directorial duties of People and Culture.
- CSJ grants were denied as the federal government were looking for a different criterion than in the past summers. Business Systems is still hiring one student for the summer as they have a variety of projects to do this summer. Roland is asking the other departments if they require another person in their department this summer to plan for the coming school year

Discussion:

- The Events department will be established as of this coming Monday since the budget was passed at the last Council meeting. Will be hiring an Events Coordinator to help Kirk out. Kirk was recently promoted to Events Manager.
- The Director of Engagement is still posted. A short list of candidates has come in, and we will proceed with interviews soon. If anyone would like to be a part of the interview process for the D.O.E., let Jimmy know.

- The Wellbeing Manager role is also actively recruiting, two internal candidates have applied. The position that the successful candidate leaves will have to be backfilled by a new hire.
- From Monday June 17- 20, Roland, Jimmy and Juan will be at the Gallivan conference in Ontario. Other staff will be in the office if anyone needs assistance.

Discussion:

- Is this the health insurance conference? And what information will they have?
 - Yes, and there are meetings about the insurance plans available and we will meet other student leaders from across the country.
- Cora wants to work on improving the health and dental plan.
 - This can be done at any time of the year, but we can bring your comments to them at this conference since we will be meeting with our health plan representatives.
- Is Gallivan a broker of different companies?
 - Yes, they are a broker and contact the best companies to provide the services that we want. They work with roughly 40 organizations.
 - We support the promotion of the health and dental plan, although it's run on its own.
- Student fees may exceed what we projected in the budget by \$100k. The flexible-learning studies enrollment increased 15%. It is still far from where it used to be before the pandemic.
- Reminder: fill out the July training availability sheet.
- Michel has reorganized his schedule, was going to start on August 23, and now will be starting on August 19.
- The Whistler training retreat will take place from August 23-25.

Discussion:

- Is there anything we can do to be better prepared for next year to increase our chances of getting the CSJ grants we apply for?
 - Yes, we will cater to the criteria better in our application, although the demand was quite high this year as stated by the government
 - The local MPs make the decision on the CSJ in their constituency and Michel will work to build a strong relationship with them.
- Who is responsible for submitting the CSJ application?
 - People and Culture.
 - The amounts that CSJ programs grants and the organizations that they support are available on their website.
 - We can look at it closer in February of next year.

- Are there any updates on the Strategic Policy Advisor position?
 - The Government Relations Strategist position left in March, so Sameer stepped in to administrate the elections this Spring as he used to work at the SA in that position before Stewart. Sameer has shown interest in coming back to do this type of work full-time again. He will officially start later in June.

1.5.2 Executive Updates

- Geoff: The foosball table needs revamp; it is missing a man. Ping Pong paddles also need to be replaced.
- SA presence at ATC poor, wants to increase it by bringing some arcade games into the lounge.
- The coffee at ATC is not good, can we bring in something like the new automatic coffee machine in Burnaby?

Discussion:

- Maybe if the company that installed the coffee machine in Burnaby wants to expand their services, we can tell them that ATC wants one.
- Can we ask them how much it was?
 - They probably won't tell but, was most likely a revenue split contract with BCIT.
 - To buy a machine like this is about \$15K.
- Ryan: Attended the first Education Council meeting of the year. It was productive.
- Jimmy: Attended the first Board of Governors meeting of the year. It was long, but informative.

1.6 New Business

1.6.1 Elections Committee Appointment

- The Selection Committee appoints the Elections Committee and Appeals Committee in case there is a By-election. In the short-term, we should appoint Board members in case a By-election occurs. The Elections Committee makes sure that all the candidates follow the rules. The Appeals Committee makes sure that the result of an appeal comes to a reasonable conclusion.
- The Elections Committee must be made of the President, the VP Student Experience, and one other Executive. Since the Executives act as Council over the summer, it could be made of one additional Executive until September.
- If you intend to run for a position next year, you must not apply.

Discussion:

- Let's do the appointment at the following meeting, when people have more time to think about it.
- When do we need to appoint councilors?
 - By mid-late September, earlier is better. The first Council meeting is in early September.
- Can there be a specialty councilor for ATC like BMC and AIC?
 - That is the point of having the Chair of STC and ATC Councilor. The Bylaws are set like now, but they can be changed in the future.

- What happens if there aren't any applicants for the Specialty Councillor positions at BMC and AIC?
 - It sits empty until filled.
 - When should we start looking for Councillors?
 - Look for a variety of people, anytime, typically at start of the school year.
 - You must report how you did your search as is in the purview of the Chair.

1.7 In Camera

Motion:

Be it resolved that the meeting be moved in camera.

Moved by: Jimmy Wang

Seconded by: Adam Matthews-Kott

Unanimous

Carried

The meeting entered in camera at 2:35pm

The meeting left in camera at 3:55pm

1.8 Open Forum.

- Can a Bylaw Committee be put together?
 - This can be done in September

1.9 Reminders

1.9.1 Next Meeting and Training: Saturday July 13, 2024 at 9am.

1.10 Adjournment

Motion:

It was moved by Jimmy Wang and seconded by Fiona Wong that the meeting be adjourned.

Unanimous

Carried

The Executive Committee meeting was adjourned at 4:05pm.