

Executive Committee Meeting Agenda

Sunday, August 27th, 2023

10:30 am – 11:30 am

Whistler

4.1 Call to Order

4.2 Territory Acknowledgement

4.3 Acceptance of the Agenda

4.4 Acceptance of the Minutes: 2023-08-10

4.5 Reports

4.5.1 Executive Director's Report - *Roland*

4.6 Old Business

4.6.1 Territory Acknowledgements at meetings - *Shelby*

4.7 New Business - none

4.7 Open Forum

4.8 Reminders

4.8.1 Next Executive Meeting: Monday, September 11th @ 5:30pm in the large meeting room,
(food will be set up in the lunchroom)

4.8.2 Next Council Meeting: Monday, September 18th @ 5:30 pm in Council Chambers

4.9 Meeting Adjournment

Please refer to attached materials.

Executives: Joshua Luu – VP, Student Experience
Céline Loriot – President
Charlene Steeves – Chair, School of Health Sciences
Simran Anand – Chair, School of Business + Media
Jimmy Wang – VP, External
Daniel Wong – Chair, Specialized Transport Campuses
Shelby Woida – VP, Equity and Sustainability
Matthew Puyat – Chair, Downtown Campus
Vrishank Prabhu – Chair, School of Energy
Abdul Aziz Ansari – Chair, School of Transportation, Construction, & the Environment
Justin Saint – Chair, School of Computing and Academic Studies
Mia Bui – VP, Finance and Administration

Staff: Margarita Gaidasheva – Executive Assistant
Roland Gagel – Director of Finance, Interim Executive Director
Stewart McGillivray – Government Relations Strategist

4.1 Meeting Called to Order

President calls the meeting to order at 11:28 am (12 voting members, including the Chair).

4.2 Territory Acknowledgement

Vrishank Prabhu read the territory acknowledgement.

4.3 Acceptance of the Agenda

Motion:

Be it resolved that the agenda be accepted as distributed.

Moved by: Matthew Puyat

Seconded by: Joshua Luu

Unanimous

Carried

4.4 Acceptance of the Minutes: 2022-08-10

Motion:

Be it resolved that the Executive Committee minutes from 2022-08-10 be accepted as distributed.

Moved by: Simran Anand

Seconded by: Matthew Puyat

Unanimous

Carried

4.5 Reports

4.5.1. Executive Director's Report

- See attached.
- The Executive Director was asked if the report could be circulated in advance next time, to which he agreed

4.5.2 President report

- Céline met with BCIT's VP Student, Lisa Collins, and they workshopped several ideas and discussed things to collaborate on this year
- contacted facilities to figure out (?)
- Céline and Roland had an introductory meeting with BCIT's new President, Dr. Jeff Zabudsky, as well as Lisa Collins. They identified various areas of collaboration and discussed a shared interest in making BCIT more fun

Justin

- AgriCon Potential sponsors \$4500
- Working on improving communication for Set Rep program (emails, reminders)
- Reduced the contents of Set Rep student info package from 3 pages to 1 page to make it more concise
- CST is over-represented in the SA
- Mo was getting previous part time set reps back
- Needs help with SA orientation slides, will ask Marielle to update them, need to add:
 - o Photos of career services people so they know who to go to
 - o Academic clubs
- Work on Set Rep Program intro email and sign-up form, introduce yourself to all students in your set.
- Review set rep info package as a group to approve it

Charlene

- Reached out to set reps to update their info and confirm who is staying, who graduated
- Started on objectives
- Professional collab with Health & Safety committee
 - o Student-led and organized committee

Vrishank

- Has been MIA due to personal reasons
- School of Energy club has been doing well when last checked in May
- Women in Engineering and Robotics group have been getting together to promote events
- Will work more with Joshua about Set Rep Program
 - o Brainstorming session at council meeting
 - o Go over the comments at executive meeting

Mia

- Summer moths have been usually quiet,
- Executives' commitment has been based on expectation from last year
- Appreciate those who attend and participate
- We should all be more understanding about different people's circumstances and situations, attendance, and commitment

Céline

- Appreciate that Vrishank felt comfortable discussing recent challenges

Simran

- Would like to promote workshops
- Councillor interviews scheduled for returning and new councillors

Daniel

- A couple microwaves have been missing for the last 7 months, now we got new ones
- Mission to bring out a food truck has failed
 - o Corporate services oversee organizing insurance, certificates, etc.
- Next time we need to let Roland know because he has contacts there

Joshua

- Working with BCIT and external Mental Health organizations to support mental health dinners and workshops
- Waiting for end of October to host the first dinner event
- School of business is organizing presentations with Simran and Mia
- Executives need to send out email to program heads
- Student life stuff, spoke with Geoff in marketing, found useful stuff in storage
- Support SA merchandise, same budget as last year
- A few councillors in the works, several scheduled interviews
- Previously ordered hoodies to support student leaders, work with Vrishank

Abdul

- Reached out to councillors regarding interviews,
- In the process of reaching out to clubs in school of Energy with regards to future collaborations

4.6 Old Business

Shelby – territory acknowledgement: understanding why you're doing it. It's a small thing we can do to make the steps to it. See attached.

- proposed regulation, rules of order and draft agenda, all the guidelines.
- senior official can do it, or delegate it
- Can be done at Any meeting other than dept meetings in the organization
- Executive, council, or set rep committee meetings
- Should be applied to staff, top down in organization, so that staff take it seriously
- Meetings where there's minutes and agendas, note taking, SA events; can define what is considered a meeting.

Motion:

Be it resolved that the Executive Committee, on Council's behalf, approve the attached Regulation 9 setting out a new rule of order with respect to meetings of the Association.

Moved by: Matthew Puyat

Seconded by: Joshua Luu

Unanimous

Carried

Staff committed to reviewing the existing Internal (INT) policies and bringing back proposed amendments at a future meeting.

Email signatures being formalized:

- Do we all need to copy/paste the acknowledgement, or
- Ok to have customized

4.7 New Business

Review the Set Rep Info package (for students, and for faculty), it has been updated

- Easier for students to get info, more concise
- It will be updated throughout the year as needed.
- Everyone on the board likes it
- Set rep program Info email going to faculty - it's better if it comes from chairs/execs, it should capture old and new programs
- Election of set reps needs to happen during class time

4.8 Open Forum

4.9 Reminders

4.9.1. Next Executive Meeting: 2023-09-11 @ 17:30 at Large Meeting Room

4.9.2. Next Council Meeting: 2023-09-18 @ 17:30 at Council Chambers

4.10 Meeting Adjournment

It was moved by Jimmy Wang and seconded by Charlene Steeves that the meeting be adjourned.

Unanimous Carried

The meeting was adjourned at 12:39 pm

Directors Report – Executive Council Meeting Aug 27

- Student Services
 - Preparing for the upcoming fall term as the first 6 weeks busy with events such as kick start, expos, pop-up booths, and program specific events. The year we will be hosting a Student Services Week the first week of October with a career fair, wellness fair, and leadership event for SA student leaders and staff from the Student Services department.
- Retail
 - Stand South Reopened after 6 weeks
 - Hiring Staff For All Operations – 6 P/T so far, Looking for a few more
 - Store will be open to 4pm for Sept
 - Stand South will be selling Blended drinks now,
 - Sales for July was slow, as expected, as the campus was particularly quiet this year. Geared Up made over \$10,000 in net (till) sales. Stand Central made \$15,000, and Pavilion made over \$41,000 in net sales. As a point of interest, last year in July, Pavilion made \$49,000.
- Pub
 - New menu will be out next week
 - Chalkboard artist is working on the special board and promotional walls should be complete today
 - Final details being arranged for September 22nd party.
 - Pub sales have been slow as expected since reopening August 14th.
- Childcare Centre
 - Is full to capacity. Children from 9 BCIT Students and 7 BCIT Staff. This is one of the largest student intakes we have had, which is excellent for the SA. We held back two spaces as last - minute spaces and were able to fill both with last minute BCIT students.
 - September we will take part in the Terry Fox Run with our Little Foxers,
 - October we will start up our BCIT Library story times again which the children absolutely love.
- People and Culture
 - The EDI Strategy is starting to come together. Nadi is meeting with leaders and working on next steps. A survey will be sent out in September to help assess learning and knowledge gaps so that we can build education plans for each department.
 - Working with Roland on the End of Summer Celebration for staff
 - All Summer Job Students finished, are invited to EoSC
- Marketing
 - Marketing is finalizing all the details for September/October deliverables for all departments.
 - Reminder that next week Wednesday the 30th from 12-2 is the BCITSA Open House - all execs, senior leadership, and managers are expected to attend. Please arrive by 11:30am for briefing in Council Chambers.
 - Last minute sponsorship pieces for September (money coming in)
- Finance
 - Student Fees up by 12.6% but fees were increased by 10.7% so net 1.9%
 - Budget was set at a 20% increase, BCIT said would have enrollment increase of 11%
- Business Systems
 - Working on SetRep Program
 - New ClubHub
 - Nic is on leave probably to Christmas, Ashita has agreed to contract extension
- Other Items
 - Marketing Wall TV Modification. Estimate from Contractor is \$3,500 not including TV and Electrical (BCIT)
 - Ordered 1 training table for Council so Board can have a look, re Bleacher replacement

DECISION NOTE

August 21, 2023

PREPARED FOR:	BCITSA Executive Committee
PREPARED BY:	Shelby Woida and Stewart McGillivray
ISSUE:	Territory Acknowledgements at Meetings

RECOMMENDATION:

That the Executive Committee approve the following, in accordance with Bylaws 3.2 and 6.4(b).

MOTION:

Be it resolved that the Executive Committee, on Council's behalf, approve the attached Regulation 9 setting out a new rule of order with respect to meetings of the Association.

(Requires a 3/4 majority due to Bylaw 6.4(b))

SUMMARY:

As discussed at the August 10th meeting of the Executive Committee, the Vice-President Equity & Sustainability proposes to formalize the current practice of acknowledging Indigenous territories (a "territory acknowledgement," also commonly referred to as a "land acknowledgement"). These have become a recurring practice at BCITSA Council meetings over the past year, and the proposed Regulation 9 would make this permanent and expand its use.

BACKGROUND:

Within the context of reconciliation and Canadian society, territory acknowledgements remain a relatively new phenomenon. Their purpose is to *acknowledge*, as the name suggests, that every aspect of Canadian life takes place on territories inhabited by the Indigenous peoples of this continent. Hence, the wealth that is generated and the democracy that is practiced and the lives that are lived are all on Indigenous territory. This includes the education that BCIT students receive and all aspects of the governance of the Student Association and the Institute.

Acknowledging Indigenous territory can be controversial but is a necessary first step in reconciling Canadian society with the inherent and unmistakable rights of Indigenous peoples. It is controversial in several ways: for some, it can be quite uncomfortable to acknowledge that we are on somebody else's land, particularly given what transpired in occupying that land. This also brings up complicated feelings for new Canadians, whose ancestors are incapable of having played any part in the colonization of North America. On the other hand, territory acknowledgements are sometimes criticized as being "lip service," i.e. words and nothing more.

The Student Association takes the view that territory acknowledgements are an opportunity for each of us to reflect on reconciliation while also turning those thoughts into concrete actions. A territory acknowledgement is how the Association can appropriately recognize the fact that its operations take place on unceded Indigenous territory here in British Columbia.

There are numerous resources available which the Vice-President Equity & Sustainability has reviewed. These include a helpful guide prepared by the First Nations Health Authority (FNHA) and a webpage created by New Society Publishers.^{1,2} Finally, it is worthwhile to note that the Student Association has already endorsed these principles: Policy INT-6 *Electronic Communication* requires the inclusion of land acknowledgements in email signatures, pursuant to section 2.4(a)(vi) of the policy.

¹ “Information Booklet: Territory Acknowledgements.” First Nations Health Authority ([link](#)).

² “Land Acknowledgement and a Call for Decolonization.” New Society Publishers ([link](#)).

PROPOSED REGULATION:

REGULATION 9: Meetings

Agenda

- 9.1 Pursuant to Bylaw 6.2(c), the meetings of the BCIT Student Association shall be conducted according to the latest version of *Robert's Rules of Order, Newly Revised*.
- 9.2 Pursuant to Bylaw 3.2 and to *Robert's Rules of Order, Newly Revised*, the Council may adopt additional rules of order that it deems suitable for the conduct of its meetings.
- 9.3 The draft agenda of all meetings of the Council shall ordinarily include the following:
 1. Call to Order
 2. Territory Acknowledgement
 3. Presentations, if any
 4. Adoption of the Agenda
 5. Adoption of the Previous Minutes
 6. Reports
 7. Old Business
 8. New Business
 9. Open Forum
 10. Reminders
 11. *In Camera* Business, if any
 12. Adjournment

Territory Acknowledgements

- 9.4 At the beginning of each Association meeting, the senior-most official (generally the meeting chair) will ensure that a territory acknowledgement occurs.
- 9.5 For the purposes of this section, the phrase "meeting" includes meetings of Council, of the Executive Board and Executive Committee, of other committees of Council, the general meetings of the Association, and any meetings of Set Representatives.
- 9.6 The senior-most official at a meeting may encourage other participants in the meeting to deliver their own territory acknowledgement in lieu of the senior-most official doing so.
- 9.7 Meeting participants are encouraged to deliver territory acknowledgements that are personal and meaningful, while avoiding being repetitive from meeting to meeting.
- 9.8 When formulating their own territory acknowledgment, meeting participants and chairs may refer to BCIT's, which is as follows:

"The British Columbia Institute of Technology acknowledges that our campuses are located on the unceded traditional territories of the Coast Salish Nations of xwməθkwəyəm (Musqueam), Skwxwú7mesh (Squamish), and səliłwətaʔ (Tsleil-Waututh)."