

- 13.1 Call to Order
- 13.2 Territory Acknowledgement
- 13.3 Acceptance of the Council Meeting Agenda
- 13.4 Acceptance of the Minutes: December 4th, 2023
- 13.5 Reports
 - 13.5.1 Executive Director's Report - *Roland G.*
 - 13.5.2 Executives' Updates - *Celine L.*
- 13.6 Old Business
- 13.7 New Business
 - 13.7.1 Appointment of New Councillors - *Celine L, Stewart M*
 - 13.7.2 Equity & Sustainability Committee Member Appointment - *Shelby W.*
 - 13.7.3 HR Committee Proposal - *Celine L, Vrishank P*
 - 13.7.4 Federal Lobby Trip Update - *Celine L, Stewart M*
 - 13.7.5 Food Pantry room Change - *Roland G.*
- 13.8 In Camera
- 13.9 Open Forum
- 13.10 Reminders
 - 13.10.1 Next Council meeting: Monday, January 22nd, 2024 @ 5:30 pm in Council Chambers
- 13.11 Meeting Adjournment

Please refer to attached materials.

Executives: Joshua Luu – VP, Student Experience
 Charlene Steeves – Chair, School of Health Sciences
 Jimmy Wang – VP, External
 Shelby Woida – VP, Equity and Sustainability
 Matthew Puyat – Chair, Downtown Campus
 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
 Céline Loriot – President
 Daniel Wong – Chair, Specialized Transport Campuses
 Vrishank Prabhu – Chair, School of Energy

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

Councillors: Alexander Bridgeman	Fiona Wong	Parisa Saqib
Andrea Martin Marcelo	Ho Yin Cheng (Pedro)	Quoc "Minh" Nguyen
Aruzhan Basbulat	Megan Jewell	Dennis Phan
Cora-Lynn Bell	Kobie Smith	Fahad Ahmed Doza
Su Yamin Tun	Xavier Delaney	Monika Monika
Andrea Obnamia	Andrew Pham	Jadon Matthias
Bobby Davidson	Will Ondrik	Edward John Gatchalian,
Muhannad Ahmad	Kyla Cruz	Jaspreet Bhuller
Morgan Peltier		

Regrets: Daniel Mah, Elaine Huang, Jasmine Yang, Matt Kilpatrick, Owen Rains, Xavier Delaney

13.1 Meeting called to Order

President calls the meeting to order at 5:34 pm (36 voting members of the Council).

13.2 Territory Acknowledgement

Vrishank read the territory acknowledgement. Working on sustainable industry night. Encouraged everyone to look into BCFN.

13.3 Acceptance of the Agenda

Motion:

Be it resolved that the agenda be accepted as distributed.

Moved by: Simran Anand

Seconded by: Charlene Steeves

Unanimous

Carried

13.4 Acceptance of the Minutes: December 4, 2023

Motion:

Be it resolved that the Executive Committee minutes from December 4, 2023, be accepted as distributed.

Moved by: Matthew Puyat

Seconded by: Justin Saint

Unanimous

Carried

13.5 Reports

13.5.1 Executive Director's Report

Expand on BCIT Student fees review from September 2023

- Seemed to be going up a little bit
- Next review in February 2024

Pub operations in December 2023 details provided by Mike

- Increase in sales
- Pub sales - Dec 2022 \$41,596
- Pub sales - Dec 2023 \$43,996
- January, we have a few events
- January 19th Burger and beer 5-7 PM \$14.00
- January 19th private function 8-11 pm
- January 21st "Residence Event" in the pub 4:30pm until 9pm 140 people attending.
- January 26th "Jack of all trades" 3-6pm games and prizes

Pavilion operating under Chartwells as of December 14, 2023

- Elaine is running the Geared Up Store
 - o Good sales

13.5.2 Executives' Update

Charlene

- Power hour for school of health
- Individuals from each health authority coming in to talk about health and safety
- More speakers lined up
- Collaborated with Councillor Megan Jewell to kick off a donation drive for School of Health Sciences students
 - o collected used textbooks, scrubs, and stethoscopes for students in need.
 - o We have received a few donations so far.
- Will have a date when students in need can come and pick stuff up

Justin

- Drag show on February 16, performers lined up
- First one every at BCIT

Simran

- Met with Heesu from Alumni Association to discuss further steps and drawbacks of Mini MeetUp sessions.
- Challenges: students were not interested to meet some of the alumni
- Survey and feedback to find out what students are interested in.
 - o from set reps and accounting and media are the most popular
 - o plan to start promoting upcoming sessions.
- Housing resource group reviewed current housing
 - o Looking into off campus housing and what other institutions are doing

Q: Housing - what do we currently have for students at BCIT?

- Support with funds

Joshua

- Sent a follow up email with BCIT Counselling
- Finding a time to meet with Abdul to discuss further
- Communicating with Vrishank for hosting next meeting for Jan

Q: Is the Set Rep Committee doing any events, like tabling?

- Host events in the future
- Discuss recommendations for next year

Vrishank

- Good idea of tabling for set rep committee – would help to get feedback from students
- Deep dive into bylaws on proposed future changes
- Industry night scheduled for March

Mia

- Registration process for tax clinic 2024 now started (with Simran)
- Students satisfied with last year's outcomes
- Plan to expand this year – more dates, more specialists
- Looking for volunteers, don't need to be accounting students

13.6 Old Business

13.7 New Business

13.7.1 Appointment of New Councillors

Stewart reviewed the process of getting new councillors.

Q: When Councillors graduate and are no longer students – how does that affect council committee?

- They just stop being a member of council
- Chairs need to replace a few councillors who left the committee in order to have a full council.

13.7.2 Equity & Sustainability Committee Member Appointment

Shelby discussed the committee

Motion:

Be it resolved Su Yamin Tun is appointed as a voting member of the Equity & Sustainability Committee

Moved by: Matthew Puyat

Seconded by: Joshua Luu

Yes: 27 No: 0 Abstain: 1

Carried

13.7.3 HR Committee Proposal

Celine discussed proposed HR committee in more detail, and its purpose – to evaluate the ED performance.

- Full Info is presented in the info note
- Looking for feedback from council
- Would come into play when the actual ED is in the SA
- Any decisions would pass through the Bylaw Committee first before going to council

Q: would it be beneficial to have council members on this committee?

- This was suggested beforehand as well
- Would offer different perspectives,
 - o For example, from senior council member rather than new councillors
- Should be open to 1-2 council members who have previous experience on the council (no newbies)

Q: How would the committee Potentially evaluate the executive director?

- Vrishank will elaborate when more info available at a future meeting

13.7.4 Federal Lobby Trip Update

As submitted

13.7.5 Food Pantry room Change

As submitted

- Current pantry room is too small and inaccessible to wheelchairs
 - o New room is more easily accessible, and bigger

Q: Potential BCIT sponsorship for this food program/initiative?

- Engagement from BCIT: December food drive
- Looking for other partnerships and sponsorships, not just BCIT
- Alumni association might have extra space in their building
 - o Closer to residents

Q: If this is approved by council – how will we spread awareness?

- It's on same floor, a simple sign will do
- Right beside the printshop

Matthew asked Roland about getting a working schedule of the pop-up food pantries at specialty campuses.

13.8 In camera - none

13.9 Open Forum

Q: Is there a bereavement leave for BCIT students (when they lose family)?

- There's no procedure for this
- Can ask professor on individual cases, or program head
- Student can take a leave from study with a proper doctor's note
- Mixed messages from different professors
 - o Maybe the councillors should reach out to program heads on behalf of students?
- Celine will check with BCIT contact, Lisa Collins, to find the best course of action/procedure for this.
- Possible to defer final exam, or split the mark
- Stewart will check with other schools on this matter

Daniel would like to welcome Morgan Peltier, new AIC councillor, representing Annacis island campus

Vrishank – Daniel's birthday on Friday, Jan 5, 2024

13.10 Reminders

13.10.1 Next Council Meeting: Monday, January 22nd @ 5:30 pm in Council Chambers

13.11 Meeting Adjournment

It was moved by Matthew Puyat and seconded by Charlene Steeves that the meeting be adjourned.

Unanimous Carried

The meeting was adjourned at 6:25 pm

Executive Director's Report – Council Meeting Jan 8, 2024

- **Executive Director/Director of Finance/Organizational activities of note:**
 - Student Fees for November – Are up YTD by 14%, it seems overstated. It may be that some fees were paid earlier this year. Maybe last year Fees in December were now received Nov.
 - New Childcare Construction now has a tentative completion/opening date – Fall 2026
 - New Building fund is now over \$10 million
 - Starting Planning for next year objectives and Budgets
 - Starting Planning for elections - All returning Councillors and Executives should consider running for the board for 24-25

- **Student Services – Some service Stats - June to December 2023**
 - Career Services
 - Workshop Series: 158 attendees (58 in-person; 100 virtual)
 - E-Learning Series: 71 students attended (i.e. started the workshop); 61 completions
 - Customized Workshops (Career Fair Prep; Classroom Visits): 437
 - Headshots: Downtown Campus: 82 attended
 - Headshots: Burnaby Campus: 100 attended
 - Career Development Appointments: 689 appointments – Virtual, In person, walk ins
 - Mentorship: 32 matches in progress
 - Entrepreneurship:
 - Mentorship: 3 matches in progress
 - Student Initiative Fund: 83 applications, 69 approved, \$9,453 funding distributed
 - 1:1 Appointments: 80 appointments - Virtual, In person, walk ins
 - Business Plan Review Users: 13 users
 - Wellness:
 - Food Pantry: Visits: 2,353
 - Zen Lounge: 163 massages
 - Advocacy:
 - Advocacy Appointments: Total appointments: 265, New intakes: 165
 - Wellness Appointments: 35 appointments

- **Services - Upcoming Events:**
 - Headshots and LinkedIn Review:
 - Downtown Campus | January 12, 2024 | 1 PM – 5 PM
 - Burnaby Campus | January 17, 2024 | 2 PM – 6 PM
 - Pop-Up Food Pantry:
 - Aerospace Campus | January 15, 2024 | 11:30 AM – 1:30 PM | Atrium
 - Downtown Campus | January 16, 2024 | 11:30 AM – 1:30 PM | Tech Collider
 - Career Fairs:
 - Business & Tech | January 23, 2024 | 12 PM – 4 PM
 - Construction & Engineering | January 24, 2024 | 11 AM – 3 PM
 -

- **People and Culture**
 - Following the revision of the Health and Safety binders, conducted a training session in December for managers on Health and Safety procedures
 - In process of converting the recruitment and onboarding process to Avanti. The process will be automated and digitized. We hope to complete this in January.
 - We will be conducting a LEAD (Leadership Exploration and Discovery) session for managers on Change Management on January 11, 2023

- The EDI Committee has been finalized. We will be implementing an 'EDI Corner' in The Know to ensure we are recognizing days of significance and continue to keep EDI initiatives top of mind both now and into the future beyond Nadi's tenure with the SA

- **Marketing**

- Link magazine is printing and will be distributed across campuses next week.
- The new installations in the Habitat pub are almost complete.
- We have tabling at Kickstart and Clubs Day in different locations throughout the month of January.
- The marketing for Execs events scheduled for January and February are currently in development.

- **Childcare Centre**

- Starting December 1 the BC Government wage enhancement is increased to \$6 per hour from \$4. Thank you, BC Government!

- **Retail**

- Sales from Profitek reports for December:

For the Month of:	Dec-2023		Sales Data to:	31-Dec	% of Sale Days for Month	
Total Business Days:	11		Days of sales:	11	100%	
Location	Transactions	Net Sales	Budget	% of Budget	Projection	Difference
Geared Up	370	\$ 18,500	\$ 20,100	92%	\$ 18,500	\$ (1,600)
St Central	2,700	\$ 16,700	\$ 15,400	108%	\$ 16,500	\$ 1,100
St South	3,550	\$ 21,600	\$ 17,900	121%	\$ 21,500	\$ 3,600
Pavilion	5,500	\$ 41,500	\$ 54,700	76%	\$ 41,500	\$ (13,200)

- Both Stands made their monthly sales budgets! I'd say the reason is a combination of last year December sales being lower, which reflected the budget numbers, and this year being different in terms of how late exams were. So, we have benefited from having more traffic in December this year than we had planned to have.

- Sales from Profitek reports for June-December (last month operating Pavilion), so for seven months:

For the Month of:	2023 June-Dec		Sales Data to:	31-Dec	% of Sale Days for Month	
Total Business Days:			Days of sales:		100%	
Location	Transactions	Net Sales	Budget	% of Budget	Projection	Difference
Geared Up	3,950	\$ 188,800	\$ 217,400	87%	\$ 188,800	\$ (28,600)
St Central	28,150	\$ 164,350	\$ 182,500	90%	\$ 164,350	\$ (18,150)
St South	28,325	\$ 172,500	\$ 216,600	80%	\$ 172,500	\$ (44,100)
Pavilion	71,525	\$ 549,100	\$ 646,400	85%	\$ 549,100	\$ (97,300)

- Overall, less activity on campus than we planned for.
- As of January, we are no longer operate Pavilion. We made staff adjustments to reflect this.
- Working to renovate our Geared Up @NE1 location; it is progressing nicely. Estimate opening week of January 22
- Pop up GearedUp @NE1sales for 2 days over \$800.

2023-2024 Executive Objectives			2023-2024 Executive Objectives For Council Meeting date of 2024 Jan 8 Update 6	
Name	Position	#	Objectives	
Céline Lorient	President	1	Improve students' mental health awareness through hosting 3-5 campus convos. JO w/ VP Student Experience.	See Josh and Abdul's updates.
		2	Work with the Executive Director Search Committee to appoint a permanent Executive Director. JO w/VP E&S and Chair of HS.	Scheduled progress report meeting on January 12.
		3	Foster good governance principles and practices by supporting the BCITSA governance review. JO w/BCITSA Government Relations Strategist.	Met with Vrishank on December 26 to work on an HR Committee information note.
			Miscellaneous	Connected Roland and Laurie with senior leadership from the United Way BC for increased support for the SA Food Pantry. Pushed back on SVMP revisions at BoG open meeting, resulting in becoming tabled to the next meeting in February. Was in Ottawa doing federal student advocacy lobbying December 9-16 (see information note). Had meeting with Blake Edwards, BCIT Associate Registrar, on Policy 5003: Admissions and Recognition of Prior Learning draft. Organizing The Honourable Lisa Raitt and Hon. Anne McLellan from Coalition for a Better Future to visit BCITSA in February. Advising SAITSA President, Aaron Ramos on the construction planning of their student campus centre.
Mia Bui	VP Finance & Administration	1	Host a Financial Literacy Workshop in November 2023	
		2	Host Annual Tax Clinic, similar as previous year, but expanding on scope, scale and targeted audience. Joint objective with Simran.	

Joshua Luu	VP Student Experience	1	Support Student Mental Health through Campus Convos, organizing and hosting a series of events throughout the school year. w/ President, Céline & TCE Abdul	Sent a follow up email with BCIT Counselling.
		2	Supporting student well-being through mini distress events throughout the school year. w/ TCE, Abdul	Finding a time to meet with Abdul to discuss further
		3	Improving the set rep program as Vice-Chair to the Ad Hod Set Rep Committee & Developing/purchasing merch for BCIT students to improve engagement and branding for BCITSA. w/ SOE, Vrishank	Communicating with Vrishank for hosting next meeting for Jan
Shelby Woida	VP Equity & Sustainability	1	Work with the Executive Director Search Committee to appoint a permanent Executive Director	The next meeting has been scheuled, more info to follow.
		2	Organize a series of fireside chats based on Indigenous education, decolonization, and Indigenizing BCIT classrooms	I am working with Tami at Indigenous Initiatives to finalize acitivies and themes for the event and marketing and registration form will be sent out soon.
		3	Work with EDI specialist to update SA policies on Territory Acknowledgments and host a series of related workshops	
Jimmy Wang	VP External	1		Coordinating with BCFS and fellow Presidents and VP Externals to plan a date for an Ottawa lobby trip. Date will be finalized once exam schedules are concrete. Info on lobby document to come.
		2		Successfully passed the EXT policy for Nursing Bursaries at council last year.
		3		Upass negotiations currently in progress. Yet to find a suitable date/time for all member associations to meet. Lori Macdonald is coordinating communication with relevant parties. No surprises to be expected regarding renewal of Upass fees. Contract negotiation will happen April 2024 with new contract taking effect April 2025. Lori has asked for an extension to August 2025. Will update with response.

Simran Anand	Chair, School of Business + Media	1	Host Ask Alumni Workshop pairing a graduate from a certain program working in the industry with a current student for lunch/coffee chat atleast once a month to offer our students the opportunity to gain practical knowledge, career advice, and inspiration from alumni who have excelled in their respective fields.	Had a meeting with Heesu from Alumni Association during the winter break to discuss further steps and drawbacks of Mini MeetUp sessions. During the fall term we faced some challenges as students were not interested to meet alumni from some specific fields. Therefore, I reached out to set reps and councillors to survey and gather feedback as to what fields, programs of alumni do students prefer to chat with. So far, I have been receiving good feedback from my set reps and accounting and media are the most popular. I have scheduled another meeting with Heesu next week to plan to start promoting upcoming sessions.
		2	Reach the goal of 500 members in School of Business + Media Discord channel by the end of May 2024.	Currently at 476 members.
		3	Miscellaneous	waiting on response from Morgan, the Associate dean regarding the set rep summit.
		4	Host a Tax Clinic in collaboration with the VP Finance and Administration.	
Vrishank Prabhu	Chair, School of Energy	1	Facilitate cross club collaboration within the School of Energy	
		2	Begin systematic changes of the set rep program through the Set Rep Program Ad-Hoc committee	
		3	Host the RC Classic, a past School of Energy event	
		4	Host an industry night focused on sustainable transportation and renewable energy.	
		1	Connect with two new industry expert event sponsors for QDS Hacks 2024 in order to increase capacity from 100 to 120 and sell 40 free tickets to students who identify as female, Indigenous, or LGBTQ+	Resuming work on creating the websites for the Hackathon and contacting sponsors, planning a calendar of events with the different clubs involved where we can promote the event.

Justin Saint	Chair, School of Computing and Academic Studies	2	Improve communications within the set rep program by creating new and updated documents about set reps that are concise and easy to find	Updated CST Discord servers with information about upcoming SA events, and provided resources in Term 1 intake Discord. Updated script for Orientations.
		3	Host one Computing social event and one karaoke event at the Pub each semester	Drag Show confirmed for Feb 16. Have confirmed the availability of one drag host and two more performers, just waiting for one more performer to confirm availability. MarCom has prepared a draft of the event poster.
Charlene Steeves	Chair, School of Health Science	1	Increase interprofessional collaboration and education for School of Health Science students by hosting student-led Power Hour events that bring in speakers to discuss topics relevant to the health sciences field. First event will be held on October 25th, 2023.	I have contacted several potential speakers for the Power Hour on cultural safety. A few people have expressed interest to be speakers. Waiting for more responses.
		2	Increase Set Rep participation and engagement within the School of Health Sciences by the end of the year (May 31, 2024), measured by attendance and feedback.	Collaborated with the head of the BSN Student Success Committee to try and improve engagement and representation with set reps
		3	Miscellaneous	Collaborated with Councillor Megan Jewell to kick off a donation drive for School of Health Sciences students collected used textbooks, scrubs, and stethoscopes for students in need. We have received a few donations so far.
		4	Help the Executive Director Search Committee appoint a new Executive Director	Next meeting with Boyden is scheduled for Jan 12.
Matthew Puyat	Chair, Downtown Campus	1	Host a De-Stress Event every semester post-midterms for the DTC	
		2	Support Student Wellness via advocating for Gym and Rec Services + small Quality of Life Initiatives	01/04 - With the SSDC, developed a list of survey questions to inquire on students spaces needs.
		1	Water Bottle Filler	

Daniel Wong	Chair, Aerospace Campus	2	Canada Aiports Conference Initiative	Started feasibility study of conducting a jointly funded initiative to send a student to the Canada Aiport Conference anually. Discussions with BCIT Financial Aid and Awards was conducted and this initiative is found to be not within their scope.
		3	ATC Flag/Merch	
Abdul Aziz Ansari	Chair, SoTCE, Student Spaces	1	(Joint objective with Matthew Puyat) Create a feasibility report for the improvement of the DTC gym by January 1st	
		2	Working with Josh and Celine with the bjective of hosting de-stress events and sunfit for student health	
		3	Hosting events to create better school to work transition in the school of TCE	

INFORMATION NOTE

January 4, 2024

PREPARED FOR:	BCITSA Council
PREPARED BY:	Celine Lorient and Vrishank Prabhu
ISSUE:	HR Committee Proposal

HR Committee and ED Performance Review

To evaluate the performance of the new Executive Director during their probation, it is recommended that the Executive Board collect data through these three evaluation methods. With the Executive Board being elected at the start of the new Executive Director's term, the data collected will provide enough information to properly evaluate the suitability of the new Executive Director.

1) 360 Degree Evaluation:

The first action recommended is for the Executive Board to retain the services of a third-party human resources firm to conduct a 360-degree evaluation. A 360-degree evaluation collects feedback from various stakeholders, such as subordinates, reporting directors, Board members, etc. This evaluation will provide the Executive Board with a better understanding of the Executive Director's work and their suitability as the senior staff member. Engaging the services of a third-party firm will guarantee confidentiality for stakeholders, improving the quality of information collected. Further, the firm will only share its report with the Executive Board, providing additional assurance for all stakeholders to speak freely.

2) Restart of Operations

In the first six to twelve months of their tenure, the new Executive Director must restart most operations in partnership with the leadership team. Though the Executive Director may not directly conduct the act of starting these operations, they will be required to provide support,

guidance, and leadership during this time. How operations run may look different than in previous years. However, the Executive Board can evaluate operational performance by comparing previous financial statements. Working with the Director of Finance, the Executive Board can analyze income statements to observe operational health. The new Executive Director will inherit budgetary targets previously set out by the outgoing Executive Director; however, given a strong financial history, the Executive Board can use pre-COVID-19 financial statements for comparison.

3) Employee Satisfaction Survey

This KPI intends to compare employee satisfaction during the first 9 months of transition. In past years, employee satisfaction has been very high. It is proposed that the People and Culture Department conduct the Employee Satisfaction Survey in 2024. Results, including comparing figures, will be presented to the Executive Board. The results and comparison will provide data on the association's health under its new leadership. This KPI is only valid if the Executive Board does not require the Executive Director to implement structural changes.

Executive Director Performance Review

The administration of the new Executive Director's performance should fall under the Board's responsibilities. Since it might be challenging to conduct a proper assessment by a committee of 12 members, it is proposed that a new standing committee, Human Resources Committee, be created.

The membership of this committee could be:

- President (Chair)
- VP Finance
 - 2 members of the Executive Team (voted in during the selection of all other committees)

The function of the committee would be:

- Conduct annual performance review (using tools set out above and/or in conjunction with the association's own performance review process)
 - Conduct mid-year discussion
 - Review wage and approve wage increases

To ensure that proper processes are followed, this committee would be supported by the People and Culture Department as an advisor.

The Human Resources Committee could be created on an ad-hoc basis until a new bylaw is presented to the membership at the 2024 SGM/AGM.

INFORMATION NOTE

January 5, 2024

PREPARED FOR:	BCITSA Council
PREPARED BY:	President & Government Relations Strategist
ISSUE:	External Lobbying Update - Ottawa Trip

OVERVIEW

As communicated at the previous meeting, the BCITSA organized a brief external lobbying trip to Ottawa in December. This aligns with past trips executed in 2019, 2021, and 2022, as well as helps to lay the groundwork for any further efforts by the Federal Student Advocacy Alliance ([link](#)). Meetings took place between December 11th and December 15th, with some in 2024 too.

A lobby trip such as this accomplishes numerous objectives including (i) promoting awareness of BCITSA and FSAA, (ii) advocating to decision-makers on specific policy areas, (iii) engaging in reconnaissance regarding overall political dynamics, and (iv) establishing and re-establishing strategic relationships with Members of Parliament, staff, and Senators.

BACKGROUND

Under the Bylaws, external advocacy is conducted primarily through the office of the VP External, in conjunction with staff designated for lobbying. Although this occasionally involves TransLink or municipal governments, BCITSA mainly targets the federal and governments.

Most BC student associations are members of either the BC Federation of Students (BCFS) or the Alliance of BC Students (ABCS). However, many of the largest student associations are members of neither, and this includes BCITSA, the UBC AMS, the SFSS, and the UVSS. Federally, over 3/4 of student associations in British Columbia have declined membership in any of the traditional national coalitions, although the Canadian Alliance of Student Associations (CASA) and the Canadian Federation of Students remain the dominant groups representing students in most parts of Canada other than Quebec, BC, Saskatchewan, and the territories.

As a result of this independence, the BCITSA is responsible for setting its own policy priorities and arranging its own lobbying efforts, although the Association has more recently taken on leadership roles in the FSAA.

December was the fourth trip in eight years, with the most recent trip occurring in late 2022. Historically, the Association has a rich history of federal advocacy, especially in relation to the initial construction of the Maquinna Residences and opposition to education cuts in the 1990s. This being the first lobby trip since the federal cabinet shuffle in the summer, there were several elected officials and staff who had changed roles in both the opposition & government. Consequently, part of the advocacy involved educating newly-elected officials about the BCITSA and its policy priorities.

OBJECTIVES OF THE TRIP

The policy priorities for this trip were as follows:

- Canada Student Grant funding was again temporarily extended for 2023/24 and students are lobbying for a permanent funding increase reflective of ongoing affordability challenges;
- Prior to 2022/23, international students were not permitted to work more than 20 hours. This was lifted on a trial basis and the trial was extended in December 2023 until April 2024. Further lobbying is necessary in order to secure permanent changes to support students;
- Several 2021 election campaign promises are unfulfilled which would ease student loan repayment measures and invest in new on-campus mental health supports for students; and
- As federal housing investments ramp up, government must address the omission of student housing (on-campus or off-campus) from national programs, as well as prioritize additional investments to increase public transit capacity and frequency along the Willingdon corridor.

These areas align heavily with the priorities and strategic objectives of the Association as established in policies EXT-1, EXT-2, EXT-8, and EXT-9 (links [here](#)) relating to student grants, student loans, housing, and transportation. They also align with lobbying priorities in the 2021 and 2022 trips. Consistently advocating on the same issues and pursuing follow-ups with decision-makers enhances the credibility and seriousness of the Association with government.

PARTNERSHIPS & FINANCING

As with all recent Ottawa trips, the Student Association informed and invited its colleagues in the Federal Student Advocacy Alliance and the BC Federation of Students. BCFS wished to attend for the second year in a row but their staff and student leaders had limited capacity; FSAA prefers to go in early 2024 to accommodate the Alberta and Saskatchewan schedules. In addition to meeting with decision-makers, the President and the GR Strategist also used this opportunity to meet in-person with staff from the *Coalition for a Better Future*, of which BCITSA is a member. This will support the hosting of CBF Co-Chairs at BCIT in early February.

Every effort was made to control costs and remain within the budget while leaving money for later this year. Highlights include (i) flights being hundreds of dollars less than 2023, (ii) carpooling to and from YVR, (iii) eating meals at several “comped” events, and (iv) one attendee staying at a friend’s home, drastically reducing the cost of accommodations. Finally, taxi and Uber costs were reduced by walking as much as possible, averaging 17,000 steps per day :-)

OUTCOMES

This may be expanded upon during the meeting, time-permitting. Top-line results include:

1. Government and local MPs are committed to BCITSA priorities but have heavily-managed expectations regarding limited fiscal capacity in Budget 2024.
2. Possible visit by Pierre Poilievre, Leader of the Official Opposition to BCIT in spring 2024.
3. Substantial number of deferred meetings will be opportunities for FSAA later this year.

APPENDIX: MEETINGS AND METRICS

The following **9** meetings took place during the Ottawa trip:

MP Wilson Miao (Lib. - Richmond Centre, including ATC)	MP Dan Albas (Con. - Okanagan—Similkameen—Nicola)
Ron McKinnon (Lib. - Coquitlam—Port Coquitlam)	MP Ken Hardie (Lib. - Fleetwood-Port Kells)
Staff for MP Taleeb Noormohamed (Vancouver Granville), Chair of Government’s BC Caucus	Tina Romito, Operations Manager for the Coalition for a Better Future (link)
Staff in the Office of the Deputy Prime Minister of Canada and Minister of Finance	Staff in the Office of the Minister of Natural Resources & MP for North Vancouver (BMC)
Staff in the Office of the Minister of Indigenous Services	Staff in the Office of the Minister of Employment and Workforce Development

Additionally, the following **6** meetings are expected to take place in January and February:

MP Bryan May (Lib. - Cambridge, Ont.) and Parliamentary Secretary for Small Business	MP Jenica Atwin (Lib. - Fredericton, NB) and Parl. Secretary for Indigenous Services
Staff in the Office of the Minister of Innovation, Science, and Industry	MP Patrick Weiler (Lib. - West Vancouver—Sunshine Coast—Sea to Sky Country)
MP John Aldag (Lib. - Cloverdale—Langley City)	MP Todd Doherty (Con. - Cariboo—Prince George)

Lastly, meeting requests also resulted in **11** declined requests, **6** requests that may eventually result in a meeting, and **39** instances where the meeting request was ignored by the recipient.

A total of **76** meeting requests were submitted in the four weeks leading up to the trip.

Additionally, interactions at informal events included (i) the President meeting the Minister of Small Business, (ii) the President getting a photograph with the Prime Minister of Canada, (iii) the GR Strategist liaising with the former Leader of the BC Green Party, and (iv) possible follow-up or separate meetings with three other cabinet ministers, seven ministerial staffers, and six Members of Parliament or Senators.

Finally, **4** scheduled meetings were cancelled same-day to accommodate last minute changes in the voting schedule of the House of Commons (procedural delays before the holiday break). These will be rescheduled in early 2024.

INFORMATION NOTE

January 8, 2024

PREPARED FOR:	BCITSA Council
PREPARED BY:	Roland Gagel, Interim Executive Director
ISSUE:	Food Pantry room Change

Summary:

To swap rooms used by the Food Pantry and the Clubs for meetings

Details:

As per attached, the visits to the food pantry have increased by over 70% in 2023 as compared to 2022. The food pantry in short needs more space and better accessibility. The room currently used by the food pantry will be the new Clubs Meeting Room and can accommodate meetings of 6 to 8 people. For larger meetings, council chambers or another meeting room can be used to accommodate. There were 103 bookings for the Clubs Room last year and most were scheduled for late afternoons or early evenings, so this is not a lot of meetings to juggle. We looked at all of the other rooms and the clubs meeting room was the only one that worked.

STRATEGIC EXPANSION: BCITSA FOOD PANTRY

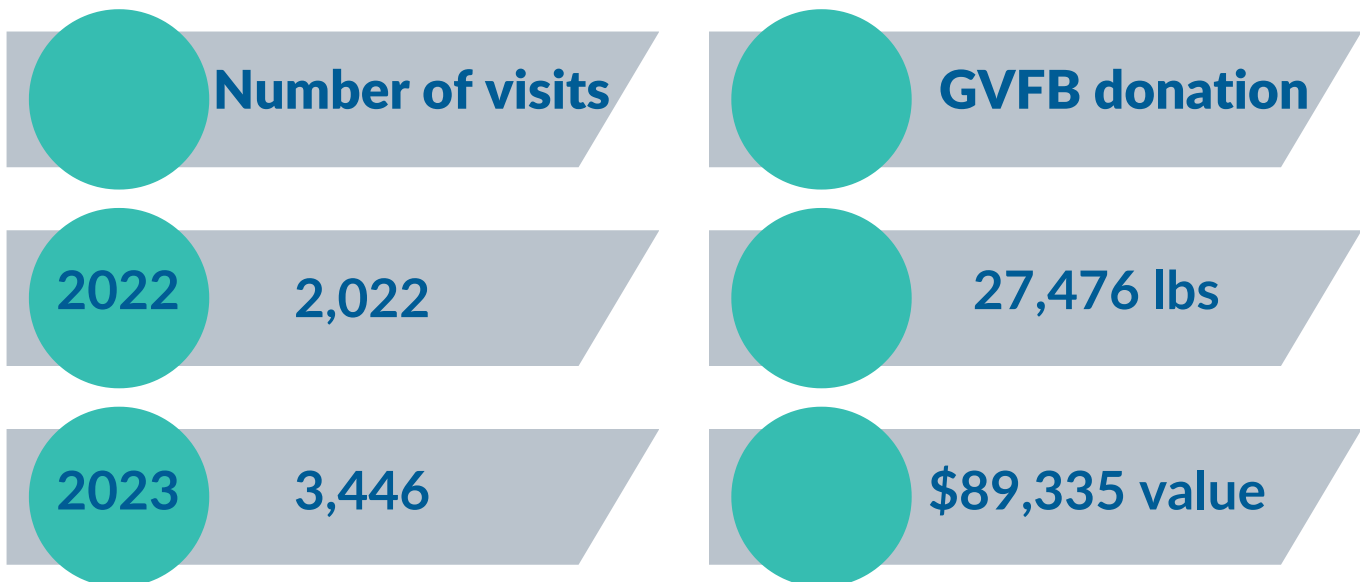
Proposal

The proposed SA Food Pantry expansion aims to accommodate the growing food security needs and evolving operational conditions, as well as to ensure that our infrastructure adapts to the increase in demand.

Consideration has been given when selecting the Club's Meeting Room as a potential space for the SA Food Pantry, including:

- Boost in weekly food donations and not enough storage space (inventory is surpassing the initial storage capacity, causing operational challenges for the team)
- Increase in weekly number of student visits
- Accessibility for students with physical disabilities
- Visibility of the pantry from the outside of the building (windows for advertising)
- Vinyl flooring better for clean up and pest control versus carpet in current pantry location

Justified Increase



*data acquired from the SA Food Pantry visits 2022 - Nov. 2023

Donations Growth / Storage Limitations



The inventory of supplies and food donations continue to surpass the SA's initial storage capacity.

The Wellness & Advocacy team currently does not have sufficient room or capacity to store the SA Food Pantry items. During BCIT's Food Drive campaign, storage overflowed into several office spaces.

This issue has brought and will continue to bring significant operational challenges.

