



Student
Association

ANNUAL REPORT

2023-24

**Empowering our
Community**

.....

..... BCIT Student Association

Who We Are

The Student Association of BCIT 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.

Vision

An inclusive community of students empowered to succeed.

Mission

To be an advocate for students and provide student-centered, responsive, and proactive services that support and enhance the quality of student life.

Values

Safety, Inclusivity & Accessibility, Sustainability, Transparency, Growth & Innovation

BCIT Burnaby Campus, Building SE-2

Territory Acknowledgement

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.

This Report

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..... 2023-24 Board of Directors



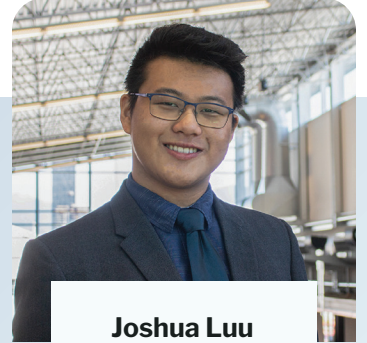
Céline Lorient
President
June 2023 - January 2024



Mia Bui
VP Finance & Administration
President January - April 2024



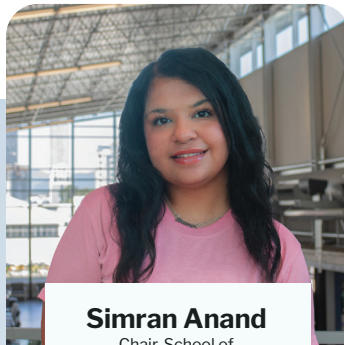
Jimmy Wang
VP External
President April - May 2024



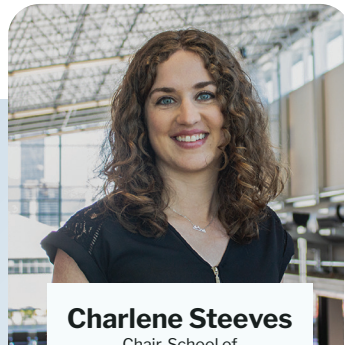
Joshua Luu
VP Student Experience



Shelby Woida
VP Equity & Sustainability



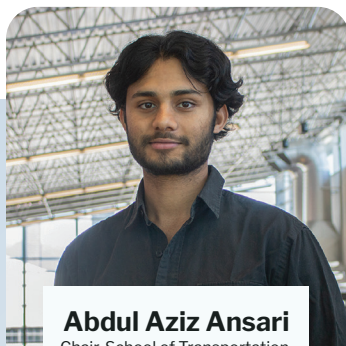
Simran Anand
Chair, School of
Business + Media



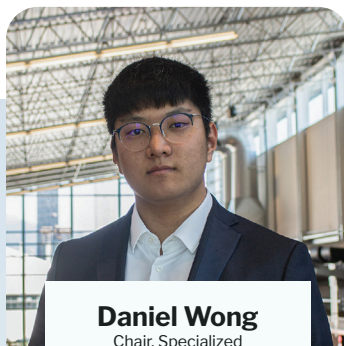
Charlene Steeves
Chair, School of
Health Sciences



Justin Saint
Chair, School of
Computing & Academic Studies



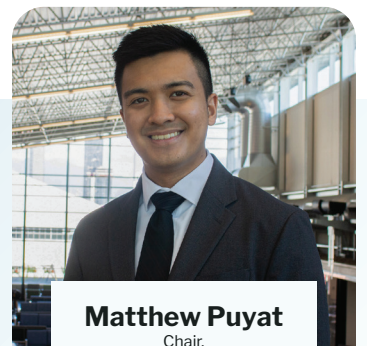
Abdul Aziz Ansari
Chair, School of Transportation,
Construction & the Environment



Daniel Wong
Chair, Specialized
Transport Campuses



Vrishank Prabhu
Chair, School
of Energy



Matthew Puyat
Chair,
Downtown Campus

Letter from Leadership



The 2023-24 year was an eventful one for the SA. There were several unexpected challenges that presented themselves throughout the year. The difficulties associated with these challenges led to some struggles for the Board and staff alike as we sought to find ways to overcome them. But with challenges, opportunities presented themselves and the decisions that were made will set up the Student Association for future success. The change to the Senior leadership team availed the opportunity to review the organization and refocus our structure on the needs of the membership.

The membership's request for more campus life led to the approval of a creative funding model, albeit temporary, to resource staff and the requisite dollars to set up an Events Department for 2024-25. This set up a review of the then-existing Marketing and Communications Department and was determined that reframing of the team as the Engagement Group with the departments of Marketing, Publications, Clubs and Events ipso facto defined the overarching goal or mission of the group.

When BCIT mandated the change of operator of the Pavilion café from the SA to Chartwells, it became clearly evident that the plan for Chartwells to provide clothing, school and other supplies to students was woefully insufficient and an opportunity presented itself to reimagine the SA office space in NE1 and convert it to GearedUp @NE1. By February 2024 this 2nd GearedUp location was opened and in the four months to the end of the fiscal year generated 35k in sales indicating that the goal of \$100k in annual sales was achievable and realistic.

In March of 2023, the students of BCIT voted in favour of increasing their student fee by \$5 per term to fund the Student Association food security program. In this first year the fee brought in \$141,000. To provide proper transparency, the Food Security Department was created to track and manage the expenses. Council also wanted to improve the Wellness (now called Wellbeing) programs, and with this expansion of the food security program coupled with the increasing demands of the Advocacy Department, it was clear one manager for both departments would be too much for one person. So for 2024-25 a separate department for Advocacy and separate department for Wellbeing was established allowing each to focus on their area of expertise.

Throughout this challenging time, staff applied themselves diligently to fulfill the Council's goals and objectives as the organization worked to achieve the outcomes asked of them as we worked to empower the BCIT community to Enhance Student life.

Roland Gagel, CPA, CGA
Director of Finance | Interim Executive Director

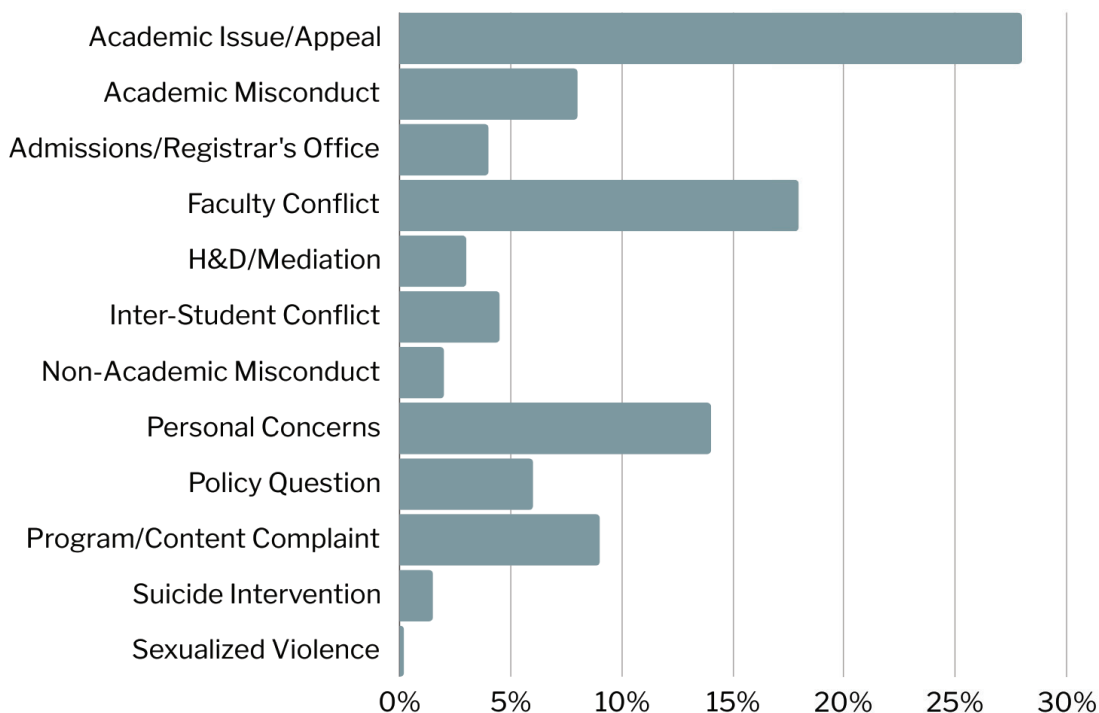
..... Advocacy

A Year in Review

Throughout 2023-2024, the BCITSA Wellness & Advocacy Department provided a wide range of support through our core service of one-on-one appointments. We helped students navigate academic and non-academic challenges. We assist students by email, in-person meetings, telephone, and virtual video. October, April, and May were our busiest months.

Students from the School of Business & Media (32.2%) were most likely to engage with the advocacy office, followed by students from the school of Health Sciences (28.7%), and the school of Construction & Environment (14.2%).

Primary Reason for Meetings





Successes

Advocacy Specialists served approximately 49.57% more students compared to the previous year. A total of 344 students were served through 553 appointments in 2023-2024 compared to 230 students the previous year.

Additionally, we expanded our advocacy efforts to push for policy changes at BCIT, informed by trends and systemic issues reported by students. A policy and procedure we represented the student voice on as part of a working group is 7507, the Harassment and Discrimination Policy and Procedure, which will be available to the public for community consultation in Fall 2024.

Challenges

The BCITSA Wellness & Advocacy office continued the trend from the previous year of having an increasingly higher workload, and observing several mental health trends among students, such as increased anxiety, academic-related pressure, financial stress, adjustment hardships, suicidal intent, and limited food security resources.

To respond to the growing needs of students, it was announced in May 2024 that Wellness & Advocacy will expand by establishing an Advocacy Department and a Student Wellbeing Department to better address these demands and to increase staff capacity.

Opportunities

The Advocacy department plans to enhance our portfolio this year by providing education, outreach, and student resources. We have several opportunities to enhance our impact and effectiveness through improving data collection, and analysis, developing advocacy workshops, resources, and educational programs, developing EDI resources, and increasing policy advocacy.

..... Student Wellbeing

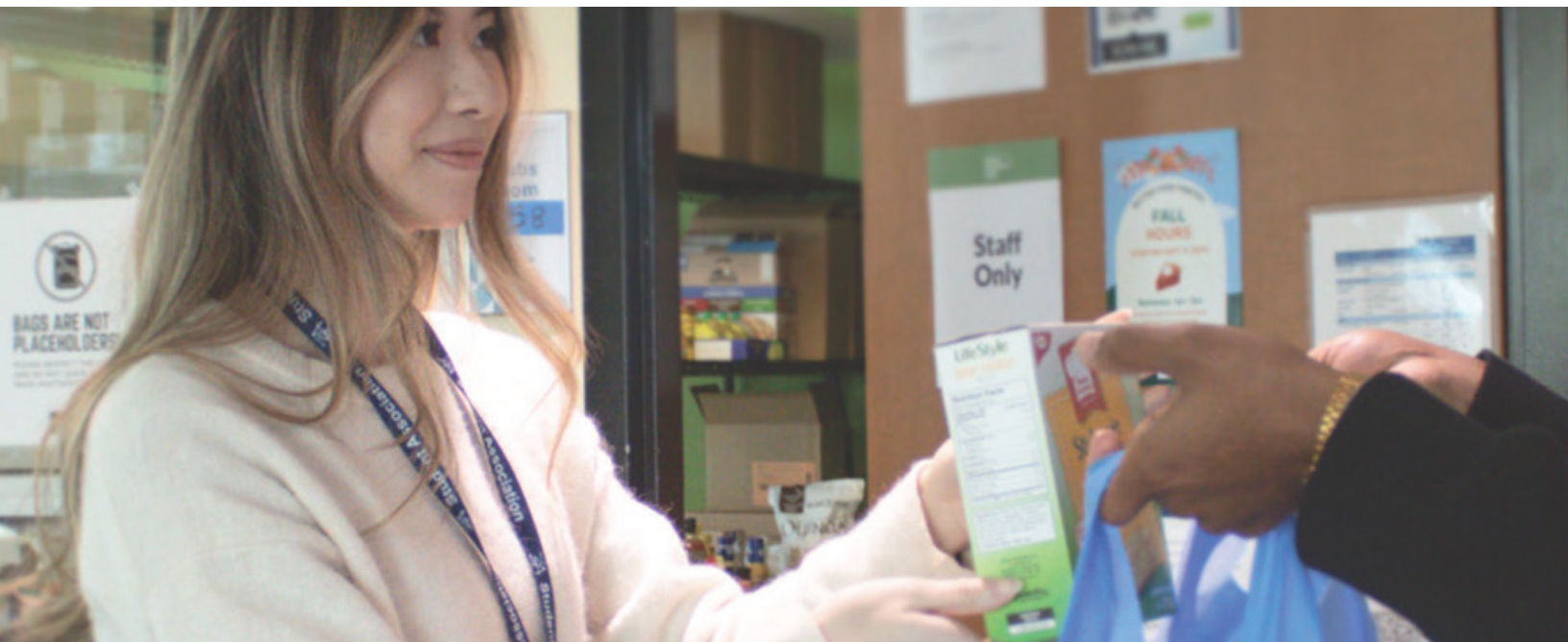
A Year in Review

The Wellbeing Department offers services that address the nine dimensions of wellbeing: cultural, emotional, environmental, financial, intellectual, physical, professional, sexual, and social. Between 2023 and 2024, the department supported these dimensions through one-on-one appointments and a variety of programs. Programming is developed based on student feedback, and offerings include the Food Support Hub, the Zen Lounge Massage Clinic, and various events focused on reducing stress.

Successes

Between 2023 and 2024, the Food Pantry moved to a larger space and updated its procedures to meet increasing demand and ensure a more equitable program. On average, students receive \$15 worth of food each week. The Community Fridge has also been stocked weekly, providing 24/7 access to students. Additionally, the Emergency Food Funding program has distributed 98 President's Choice gift cards to students, totaling \$7,310.

Throughout 2023-2024, 66 students booked one-on-one appointments with the Wellbeing team, who provided a non-biased and trauma-informed perspective and appropriate referrals.





Challenges

In December 2023, the partnership between the Wellbeing Department and Vancouver Career College for the Zen Lounge Massage Clinic came to an end. The Wellbeing Department is creating new programming to encourage self-care among students.

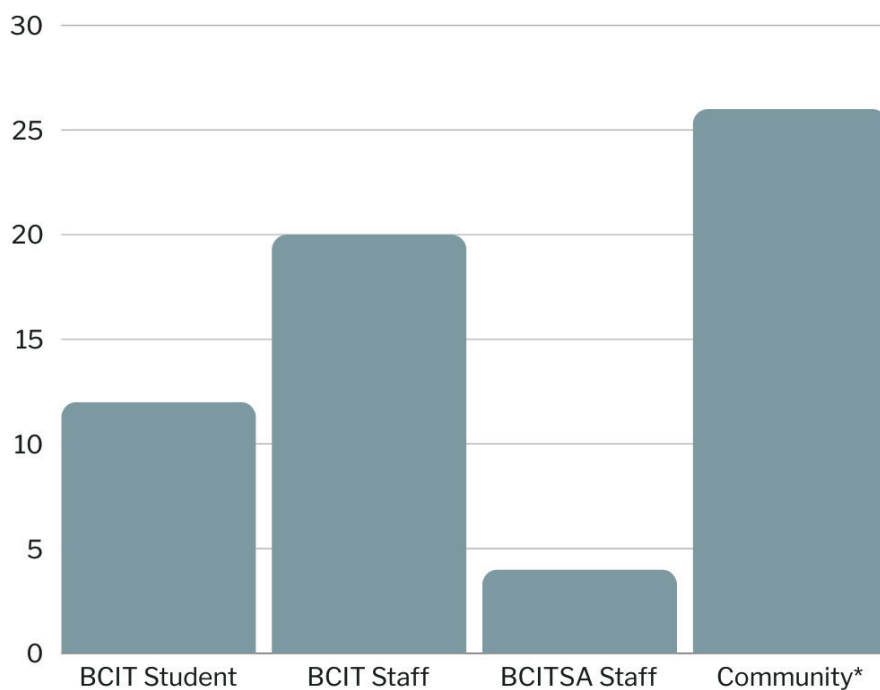
Opportunities

Currently, the Food Pantry operates once a week on the Burnaby campus, with pop-up food pantry events held at both the Downtown and Aerospace campuses once or twice per semester. To further support students in need, the department is preparing to launch a food hamper pilot program at the BCIT Aerospace Campus. This initiative will provide monthly food hampers from November 2024 to March 2025, with the goal of promoting food security at the Aerospace Campus. Through this pilot project, we aim to provide healthy and nutritious food items, ensuring students can focus on their studies without the added burden of food insecurity.

Childcare

A Year in Review

The BCITSA Childcare Centre continues to provide inclusive, high-quality, play-based care for children aged 18 months to 5 years. Since its establishment in 2013, the Centre has grown to accommodate 62 children, supported by a dedicated team of over 20 educators. Our approach emphasizes nurturing relationships, holistic development, and close collaboration with parents, ensuring that children feel secure and thrive in a joyful and supportive environment. The demand for childcare remains high, with more than 300 children currently on the waitlist, underscoring the critical need for expanded services.



*Many of the current community members started as BCIT Students





BCITSA Childcare
Ladybug Room

Successes

This year, the Centre achieved a significant milestone by completing a values-defining project, rooted in the ECEBC Code of Ethics and Early Learning Framework (ELF). These values emphasize professionalism, diversity, and ethical responsibility, serving as a foundation for our practices and decisions. Additionally, our strong team culture and competitive compensation have allowed us to maintain a fully staffed Centre, even amid sector-wide challenges in hiring and retention. We are also excited to announce a collaboration with BCIT to develop a new childcare facility, tentatively completed and opened Fall 2026. This new Centre will double our capacity, providing care for an additional 62 children.

Challenges

Despite these successes, challenges persist. The extensive waitlist reflects a growing demand that we are striving to meet. Hiring and retention remain ongoing concerns in the childcare sector, and maintaining the balance between professional development, program enhancements, and high-quality service requires continuous effort.

Opportunities

Looking ahead, the Childcare Centre is focused on implementing its new core values and finalizing a play-based philosophy document, which will provide clarity and transparency for families. Additionally, we hope to introduce a part-time role to support staff and children across rooms, enhancing flexibility and care. The planned childcare expansion with BCIT represents a major opportunity to address community demand and broaden our impact. These initiatives reflect our commitment to fostering a nurturing and inclusive environment where children can grow, learn, and thrive.

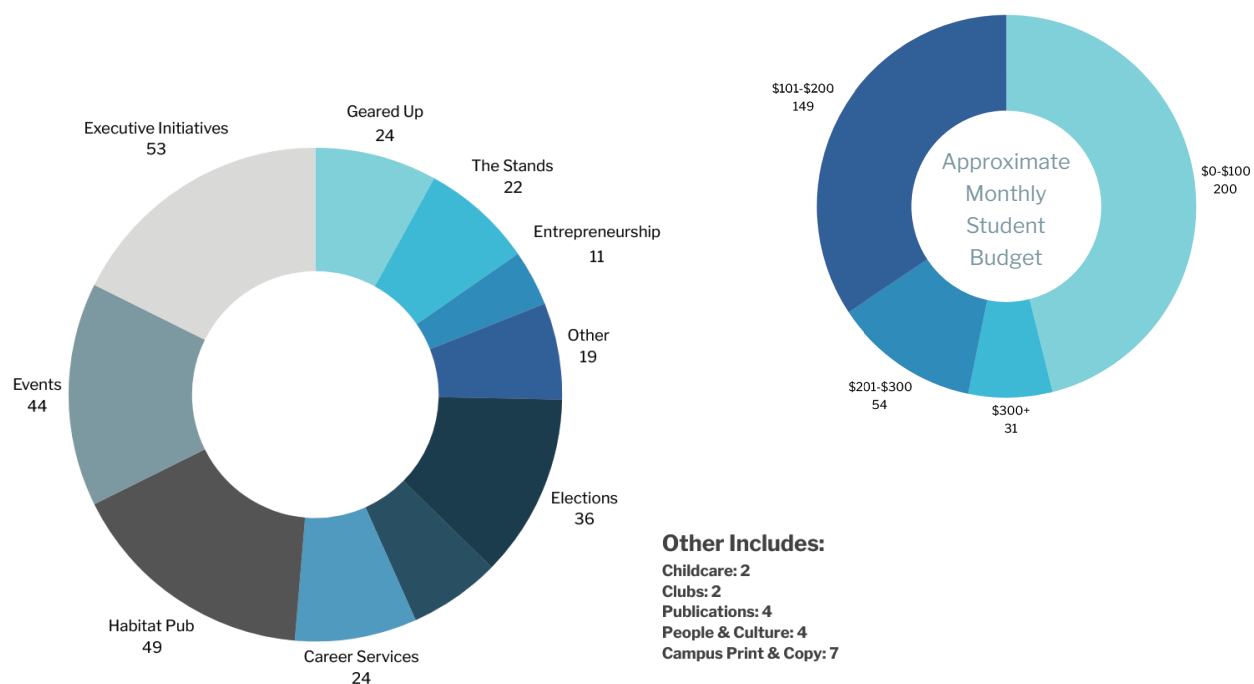
Engagement

A Year in Review

The Engagement Team consists of four departments: Events, Marketing & Communications, Clubs, and Publications, all working together to enhance the student experience. Events delivers a wide range of activities, such as Career Fairs, Habitat Pub parties, Winter Fest, and much more. Marketing & Communications manages our external communications and marketing, both digital and physical. They ensure that students stay informed and that our messaging is balanced. Clubs supports the creation and growth of our many diverse student-led clubs. Finally, the Publications Department manages various print and digital media, including the student magazine Link, the student agenda, this annual report, and a career handbook. Together, these departments create a comprehensive and engaging campus environment, supporting both individual students and the broader BCIT community.

SA Campaigns, Events, & Projects

with Marketing & Communications Support



Challenges

This year was full of challenges. We began the year as the Department of Marketing and Communications but following a critical review of our departments and a change in leadership, there was a change in structure and title. In the late spring, the hiring process began for the Director of Engagement. In addition to internal challenges, the results from a student survey told us that our community was struggling, especially financially. This was highlighted as a critical concern that should guide our actions in 2024-2025.

Success

The Engagement Team came together to support our student community and proposed a variety of ideas and initiatives for the future. We established a new role, Communications Coordinator, to ensure efficient internal communications. We developed new processes for our Marketing & Communications, Events, and Publications Teams, which assisted us in organizing and better understanding our capacity. We built proposals for new initiatives and brought back our weekly team meetings.

Key Goals

This coming year will be our first as the Engagement Team. We will be welcoming over half of our team to new roles, and as such, our primary goal for this coming year is to establish clear guidelines and processes. This will ensure we're supporting the BCITSA to the best of our ability now, while we go through this period of transition and growth, and in the future.

We are dedicated to ensuring students feel a sense of community at BCIT. We are here to engage with students, and to ensure students enjoy their time at BCIT, no matter how brief that stay is.



..... Career Services

A Year in Review

BCITSA Career Services continued to enhance existing services and develop new offerings during the 2023-2024 fiscal year. Our focus was on identifying and meeting the evolving needs of our students. We maintained a variety of delivery methods to ensure accessible services, monitored how AI technology was impacting our services, and identified where students experience gaps in the changing landscape of career development.

We continue to offer career development appointments, career workshops, customized class presentations, career education events, employer connection events, career mentorship, and experiential learning programs.



Successes

Career Specialists served a total of 1,364 students through one-on-one career development appointments (CDA) this past year, making this one of our most needed and popular services. More than 99 % of students report that they would recommend this service to their peers. Throughout the year, Career Services organized six career fairs, engaging a total of 150 employers and 4,000 students and alumni. We also offered professional headshot services, panel events, workshops, clinics, and more.

Challenges

While there was significant demand for the Career Mentorship Program, we were only able to accept 38 students due to limited staff capacity and mentor availability. Another barrier was difficulties in recruiting employers for the Tech Career fair due to challenges in the tech industry.

Opportunities

While students have increased access to AI technology, many struggle with building connections or relationships in their professional networks. Also, with the vast amount of information generated by AI, it is more challenging for students to discern what information or resources are relevant or credible for their specific needs. As such, Career Services will focus on career chat support (facilitating opportunities for students to connect with industry experts). We also plan to introduce a Health Science Career Fair to our existing lineup and review and update our career resources.



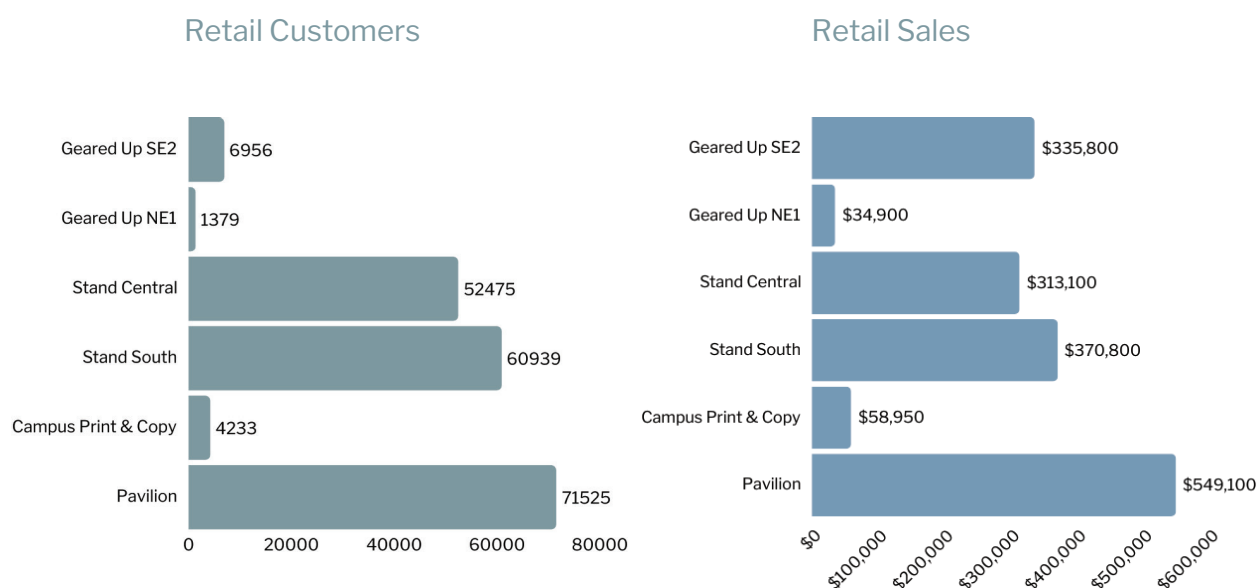
Retail Services

A Year in Review

The BCITSA Retail Services department plays a crucial role in supporting the campus community, offering a variety of products and services across five locations: two Geared Up stores, two Stand convenience stores, and the Print & Copy Centre. These outlets provide everything from branded merchandise and school supplies to on-the-go food options, print services, and more. Retail services caters to the needs of students, staff, faculty, and visitors.

Successes

This year, the department achieved several milestones, including the opening of a second Geared Up location in NE1 in January 2024. Retail Services also successfully hosted pop-up shops at major events like BCIT Convocations and the ATC Career Fair, generating over \$18,000 in sales. The Print & Copy Centre continued to support the community by producing high-quality materials for BCIT students, external clients, and institutions like Capilano University and Simon Fraser University, contributing significantly to revenue.





Challenges

The year was not without challenges. The closure of the Pavilion location in December 2023 required the department to restructure operations, resulting in the downsizing of both services and staff. Additionally, managing fluctuating demand for in-person retail services while optimizing staffing levels remained a constant balancing act.

Opportunities

Looking forward, the department aims to enhance accessibility and relevance by adapting its service model to align with BCIT's evolving course delivery methods and seasonal campus activity. Expanding services to other campuses and increasing participation in BCITSA events are key goals for the coming year. With a renewed focus on meeting the needs of the community, Retail Services is committed to providing exceptional service and ensuring students have the resources they need for success.

..... Food Services

A Year in Review

The analysis of food and draft beer sales from highlights notable trends, challenges, and opportunities for improvement. Habitat Pub received some aesthetic upgrades, including live plants and a preserved moss wall, to better reflect its name on campus. Other changes included a full menu rewrite and a variety of necessary price adjustments. Monthly food and draft beer sales were varied with the seasons.

Following necessary price adjustments, average sales per customer decreased slightly, though overall sales increased by approximately 4%. This suggests price sensitivity among our growing pool of customers. The other dramatic change this year was the loss of Pavilion, which affected Food Services as well as Retail Services.



Successes

Months like April and October consistently perform well, and as such, we've been planning major events and other campaigns during these periods to maximize returns. These include monthly parties, additional giveaways, and increased club activity. Additionally, the campus catering portfolio has increased dramatically, and continues to show growth going into 2024-2025.

Challenges

The small increase in total sales, coupled with reduced customer spending, signals a need for frequent sales and small activations to encourage repeat attendance. By focusing on enhancing customer experience, optimizing pricing strategies, and addressing off-peak demand, there is potential to push this into an upward trend and achieve continual sustainable growth in food and draft beer sales.

Opportunities

One of the most promising external opportunities is the expansion of student housing, with Tall Timbers opening in 2025. We hope to see an increase in overall traffic and expand our hours based on this new community on campus.

Also, while attendance was stable, it could be improved with targeted marketing campaigns and loyalty programs to increase repeat business. We also can consider value-driven offers or small-scale promotions to counter price-related drop-offs, such as happy hours or seasonal discounts to attract customers during quieter periods.



..... Entrepreneurship

A Year in Review

The Entrepreneurship & Leadership department oversees a large portfolio of programming. For Entrepreneurship, students and alumni have access to 1-on-1 meetings to support them with their business ideas. This service has grown year-over-year for the last three years, with aspiring entrepreneurs learning about creating a business model, accessing funding, and developing marketing plans, among other topics. For Leadership, seats in the Peak Leadership filled up quickly, with over 90 applicants. We also distributed over \$21,000 through the Student Initiative Fund, helping students access professional development initiatives such as industry conferences, networking, and exam prep. We also distributed \$6,000 in awards funding, recognizing students' contributions through the Annual Achievement Awards.

Successes

We saw increased interest in one-on-one meetings this year, with students and alumni accessing 165 appointments. This is the highest this number has been since staffing was reduced in the department. We also achieved record-high attendance (120) at our annual Trades Entrepreneurship panel event in May 2024.

Additionally, students and alumni benefitted from the mentor and industry expert connections we facilitated. As one of our mentees explained:

“The mentorship has been fantastic. My mentor’s insights are transformative and are helping us change rapidly towards a new phase!”

Cesar, BCIT Alumnus (School of Computing) and Founder



Peak Leadership Program

Challenges

An ongoing challenge is dealing with permanently reduced capacity, as this is a one-person department with diverse areas of focus. Another consistent challenge is generating awareness among students/alumni of our services. It is difficult to invest enough time in marketing our programs when our focus is program design and delivery.

Opportunities

Partnerships are crucial to the success of our programming. Forming stronger and more targeted partnerships with BCIT instructors and program heads would broaden our reach and provide us with a direct channel to students. Of all the pathways to reaching students, instructors are by far the most effective. There is also an opportunity to forge more partnerships with industry contacts, which we rely on to become mentors, to attend networking events, and to speak on panels. Having more engaged industry partners would allow us to offer students more effective networking opportunities and bring to more expertise to campus through our events.

CAPITAL LEVY FUND

Capital Levy Collected - Student Spaces.	\$ 127,025	\$116,085
Expenditures - Student Spaces	(37,650)	(41,066)
Student Spaces - Net	89,375	75,019
Capital Levy Collected - New Building	1,871,944	1,673,135
Investment Income - New Building.	245,436	146,908
Unrealized Change in Fair Value of Investments and Foreign Exchange	774,837	207,253
Expenditures - New Building	(62,477)	(48,631)
New Building - Net	2,829,740	1,978,665
Excess / (Deficiency) of Revenue over Expenses	\$ 2,919,115	\$2,053,684

STUDENT MEDICAL INSURANCE FUND

Student Medical Fees Collected	2,527,973	\$2,448,280
Medical Insurance Premiums Paid	(2,096,346)	(1,967,596)
Expenses - Wages, Rent, G&A	(287,120)	(218,728)
Write-off of Capital Assets	-	(386)
Excess / (Deficiency) of Revenue over Expenses	\$ 144,507	\$261,570

OPERATING FUND

<u>BUSINESS REVENUES - RETAIL AND PUB</u>	\$1,649,538	\$1,660,140
Cost of Sales	(722,967)	(768,934)
Wages, Rent, G&A, Amortization.	(1,431,534)	(1,350,606)
Net Business Surplus / (Loss).	(504,963)	(459,400)
<u>OTHER REVENUES</u>		
Student Fees Collected.	3,963,227	3,337,603
Capital Levy Collected - SE2 Expansion	279,455	255,387
	4,242,682	3,592,990
Childcare Revenues.	1,126,393	1,121,556
Other Various Revenues - Net	554,896	431,345
Clubs - Membership Fees, Fundraising, Misc.	343,733	252,923
	6,267,704	5,398,814
Total Net Revenues	5,762,741	4,939,414

EXPENDITURES

Program Delivery - Student Services.	534,414	575,387
Program Delivery - Career Services	522,638	507,590
Program Delivery - Entrepreneurship Services	131,221	184,103
Program Delivery - Advocacy Services.	217,041	158,781
Program Delivery - Food Security Services	73,960	-
Program Delivery - Childcare Services	1,159,880	1,172,094
Student Governance	302,107	237,047
Services & Governance	2,941,261	2,835,002
Administration	3,317,698	2,940,529
	6,258,959	5,775,531
Club Expenses	406,510	307,180
	6,665,469	6,082,711
Operational Subtotal	(902,728)	(1,143,297)
Share in Deficiency of Revenues Over Expenditures of Joint Venture.	(81,521)	(49,858)
Write-off of Capital Assets	(5,482)	(2,070)
Excess / (Deficiency) of Revenue Over Expenses	(989,731)	(1,195,225)

Total Organizational Excess / (Deficiency) of Revenue Over Expenses	\$2,073,891	\$1,120,029
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Summary Statement of Financial Position	2024	2023
As At May 31		

ASSETS

Cash	\$2,545,490	\$3,274,510
Other Current Assets	1,260,183	2,309,306
Total Current Assets	3,805,673	5,583,816
Investments	11,089,531	8,060,162
Loan Due from Joint Venture	1,085,004	
Capital Assets - Net of Depreciation	1,765,846	2,394,352
Deferred Charges	743	14,119
Prepaid Rent	101,451	304,355
	\$17,848,248	\$16,356,804

LIABILITIES

Current Liabilities	2,322,308	\$3,544,085
Long Term Debt	3,255,068	2,615,738
	5,577,376	6,159,823

NET ASSETS, BY FUND BALANCES - INTERNALLY RESTRICTED

Capital Levy Fund - Student Spaces	335,622	246,247
Capital Levy Fund - New Building	11,278,099	8,448,359
Capital Levy Fund - Total	11,613,721	8,694,606
Medical Insurance Fund	1,641,352	1,496,845
	13,255,073	10,191,451

UNRESTRICTED

	(984,201)	5,530
	12,270,872	10,196,981
	\$17,848,248	\$16,356,804

SUMMARY STATEMENT OF CASH FLOWS	2024	2023
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Year Ended May 31

Operating Activities

Total Organizational Excess / (Deficiency) of Revenue over Expenses	\$2,073,891	\$1,120,029
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Add: items not involving Cash

Depreciation and Amortization	745,788	850,809
Prepaid Rent	202,904	202,904
Unrealized Change in Fair Value of Investments and Foreign Exchange	(774,837)	(207,253)
Share in Deficiency of Revenues Over Expenses from Joint Venture	81,521	49,858
Write-off of Capital Assets	5,482	2,456
	2,334,749	2,018,803

Cash: Provided by decrease of / (Used to increase) - Current Assets	(167,898)	50,545
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Cash: Provided by increase of / (Used to decrease) - Current Liabilities	11,961	283,195
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Operating Activities - Cash: provided by	2,178,812	2,352,543
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Investing Activities - Cash: (Used)	(2,396,031)	(1,693,105)
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Financing Activities - Cash: Provided by / (Used to repay) Long term Debt . .	(511,801)	(487,513)
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Cash: Increase / (Decrease)	(729,020)	171,925
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Cash: End of Year	2,545,490	\$3,274,510
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Current Ratio (Working Capital) - min 1.10 to 1	1.64	1.58
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Debt to Tangible Net Worth - max 3 to 1	0.31	.42
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Debt Service Coverage - min 1.10	4.58	3.40
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The financial information above has been compiled by the management of the Student Association of BCIT (BCITSA) and summarizes financial information from the draft audited Financial Statements for the year ended May 31, 2024. The BCITSA appointed auditors, Smythe LLP, CPA audited the Financial Statements and issued draft financial statements which are subject to final approval by the Board of Directors of BCITSA. 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 draft financial statements with explanatory notes which can be found at bcitsa.ca.



bcitsa.ca