

11.1 Call to Order

11.2 Land Acknowledgment

11.3 Acceptance of the Agenda

11.4 Acceptance of Minutes

11.4.1 Council Meeting Minutes: 2023-03-06

11.5 Reports

11.5.1 Executive Director's Report - *Yael Z.*

11.6 Old Business

11.6.1 Executive Update - *Liam L.*

11.7 New Business

11.7.1 SL-7 Poster Policy Amendment - *Mia B.*

11.7.2 SL-3 Advocacy Services Amendment - *Mia B.*

11.7.3 Update on Federal and BC Budget - *Nolan N.*

11.7.4 Revision: EX T- 4 Covid 19 - *Nolan N.*

11.7.5 Club Sanctioning Application - *Tanya F.*

11.7.6 BCIT Pride Committee - *Tanya F.*

11.7.7 Overview: DTC Destress Popup - *Sally P.*

11.7.8 Set Rep Program Feedback - *Vrishank P, Cody P. & Joshua L.*

11.8 Open Forum

11.9 Reminder

11.10.1 Council Meeting: 2023-03-27 at 17:30 in Council Chambers

11.10.2 BCITSA Election: Voting – Friday, March 24, 2023, to Friday, March 31, 2023

11.10 Meeting Adjournment

**Council Meeting**  
**Monday, March 27, 2023**  
**Minutes**

**Executives:** Mo Baydoun – Chair, School of Computing and Academic Studies  
Mia Bui – VP Finance and Administration  
Tanya Fuchs – VP Student Experience  
Liam Lauren – President  
Celine Loriot – Chair, School of Health Sciences  
Nolan Nordwall – VP External  
Sally Poon – Chair, Downtown Campus  
Vrishank Prabhu – Chair, School of Energy  
Joshua Luu – Chair, School of Business+Media  
Ashley Obeck - BMC Satellite Councillor  
Theo Robson – Chair, Specialized Transport Campuses  
Yasmin Gardy – VP Equity & Sustainability  
Cody Pallin – Chair, Transportation, Construction & Environment

**Staff:** Yael Zachs – Executive Director  
Minnu Bennichan – Administrative Coordinator  
Stewart McGillivray – Government Relations Strategist

**Councillors:**

Dan Minster	Crystal Man
Daniel Mah	Matthew Puyat
Catherine Lam	Dennis Phan
Alyssa Ilich	Ruby Hsu
Laurel Kinahan	Andrea Obnamia
Shelby Woida	Jadon Matthias
Ashley Le	Sha Gilani
Sharon Madavana Govindan	Karandeep Singh Kullar
Lata Kumari	Andrew Pham
Andrew Warren	Andrea Obnamia
Gareth Moon	Erik Zhao
Nicolas Johnson	Owen Rains
Parastoo Ghanbari	

**Regrets:** Laurie Solkoski  
Aahil Bhayani  
Carrie Liang

### 10.1 Meeting Called to Order

The Chair, Liam, calls the meeting to order at 17: 44 (38 voting members, including the Chair).

### 10.2 Land Acknowledgment

### 10.3 Acceptance of Agenda

**Motion:**

Be it resolved that the agenda be accepted as presented.

*Moved by: Joshua Luu*

*Seconded by: Cody Pallin*

**Unanimous**

**Carried**

### 10.5 Acceptance of the minutes

**Motion:**

Be it resolved that the Council Meeting minutes from 2023-03-06 be accepted as distributed.

*Moved by: Mo Baydoun*  
*30/0/1*

*Seconded by: Alyssa Illich*

**Carried**

### 10.6 Reports

#### 10.6.1 Executive Directors Report

- As submitted.
- Reminder: Hiring Fair is coming up on April 5<sup>th</sup>, from 11:30 am to 4:00pm at SE2 Great Hall
- Food Pantry hours are changing on April 1st. The updated hours are Wednesdays from 1:00 pm to 3:00 pm and Thursdays from 3:00 pm to 6:00 pm. This change is being made to increase Pantry access for part time students who are only here in the evening
- Geared Up is surpassing the budget for the month.
- Pavilion is trending to achieve 88% of the sales budget of the month.
- Stand Central has achieved 90% of the sales budget so far for the month.
- We are trending to achieve 66% of the monthly sales budget for the Pub.
- Marketing and Events have been working on promoting the election and referendum.

**Discussion:**

- Why is the patio door of the Pub not open?
  - I think it is open. I will confirm with Mike.

### 10.7 Old Business

## Executive Updates

- Student Voices: Gender & BCIT – April 6 from 11:00 am to 12:30 pm.
- Mental Health Dinner – April 13 from 5:00 pm to 7:00 pm
- Tax Clinic – April 5 & 12 from 4:00 pm- 7:00 pm

### 10.7.1 SL-7 Poster Policy Amendment

- As submitted.
- These are some minor changes to the logo and wording.

#### Motion:

Be it resolved that the revisions to Policy SL-7 "Poster Policy" be adopted as presented.

*Moved by: Mia Bui*  
33/1/0

*Seconded by: Bylaw Committee*

**Carried**

### 10.7.2 SL3 Advocacy Services Amendment

- As submitted.
- There are some minor changes to wording and some substantive changes for defining some positions.

#### Motion:

Be it resolved that the revisions to Policy SL-3 "Advocacy Services" be adopted as presented.

*Moved by: Mia Bui*  
30/0/2

*Seconded by: Bylaw Committee*

**Carried**

### 10.7.3 Update on federal and BC budget

- As submitted.
- The BC funding for the post secondary institution only went up to 5.1% and there is no increase to the BC access grant.
- BC Government has put in \$500 million for the student housing program.

### 10.7.4 Revision: Ext – 4 Covid 19

- As submitted.

#### Motion:

Be it resolved that the proposed revisions to "EXT-4 Ancillary Fees" Policy SL-3 "Advocacy Services" ( now called "EXT-4 Public Health Emergencies and Disasters)" be adopted.

*Moved by: Nolan Nordwall*  
32/1/0

*Seconded by: Adhoc Committee*

**Carried**

### 10.7.5 Club Sanctioning Application

- As submitted.
- The Motorsports Club is an active club for several years. They would like to be sanctioned as a general club.
- The purpose of the club is to introduce motorsport to BCIT students.
- There were a couple of recommendations from the club to create a stronger sustainability plan and to elaborate on the purpose of the club. They have done it.

#### **Motion:**

Be it resolved that the BCIT Motorsports Club be sanctioned as a BCITSA general club.

*Moved by: Tanya Fuchs*  
30/2/1

**Carried**

*Seconded by: Clubs Committee*

#### **Discussion:**

- Why do they want to become a general club?
  - They found out that as a general club they would get help with funding and covering the cost.
- Are they going to advertise as BCITSA Motorsports club?
  - No
- Do they have a liability waiver?
  - No. I can ask them to create one. They do not participate. They go to watch.
  - They don't need to have a team waiver if they are participating, they will get a track waiver.

### 11.7.6 BCIT Pride Committee

- Laura Veil has reached out to see who is interested in joining the BCIT Pride Committee. The committee has been inactive for a number of years now and would like to restart to make BCIT an inclusive space.
- This committee will start to meet in April if you are interested, please email or reach out to Tanya.

#### **Discussion:**

- Are they looking specifically for gender diverse or students from LGBT?
  - No, anyone can join the committee.

### 11.7.7 Overview: DTC Destress Popup

- The DTC Destress Popup was conducted in collaboration with BCIT Student Life.
- Received a lot of positive responses from the students at the DTC campus.

- Sally provided a brief recap of the planning and other logistics for conducting this event. She also went through the initiatives that were successful and shared the things she learned.

**Discussion:**

- How did you manage the logistics?
  - Basically, it was all email. Councillors popped in when they wanted. Updated the student life office and kept track of the logistics.
- Do you think there is an option for sponsorship to throw in r some funding?
  - I didn't ask them.
- How much was the total cost?
  - About \$1000 rental was the major cost
- Did the Student Life office contribute financially?
  - Yes, they provided Donuts and Coffee
- Did you take any extra steps for maintaining hygiene?
  - I used napkins and sanitizer.

**11.7.8 Set Rep Program Feedback**

**Discussion:**

- Set reps are not aware of the SA services.
- At the beginning of the school year no one really volunteered to be a set rep until it is forced. The set rep program was introduced by 3<sup>rd</sup> or 4th-year students without any presentation.
  - Set Rep Program is a huge challenge. We don't have any control over the information passed to students. We are only able to manage the information that is going to the BCIT staff. Also, the program heads at BCIT change very often. Passing the information through word of mouth would be useful.
- It would be best to introduce the set rep program on orientation days.
- In some programs, SA's involvement in the set rep program is not acknowledged. The set reps are directly communicating with the faculty.
- A standardized ppt for set reps to pass to the future set reps would be nice.
- Some of the programs have class reps in addition to set reps.
- We should increase the visibility of SA programs and services.
- We need to get ahead of them in the orientation to outline the procedures and provide SA representation. Creating a training video for set reps will also help.
  - Would providing incentives to set reps help?
    - I don't think so. Offering value to the set reps through some sort of leadership training and experience will help. They will be able to mention it on LinkedIn as an experience.
- We should create a focus group to address this issue.
- Hosting a set rep event with food will help in explaining the set rep program.

*Nicholas Johnson and Karandeep Singh Kullar entered the meeting at 19:14.*

## **11.8 Open Forum**

- Resume Drop-in Clinic – March 29 from 11:30 am to 12:30 pm & 2:30 pm – 4:30 pm.

## **11.9 Reminders**

**11.9.1 Next Council Meeting: 2022-04-11 at 17:30 in Council Chambers**

**11.9.2 BCITSA Election: Voting – Friday, March 24 to Friday, March 31**

## **10.11 Meeting Adjournment**

It was moved by Liam Lauren seconded by Owen Rains that the meeting be adjourned.

**Unanimous Carried**

The meeting was adjourned at 19:25.

**Executive Director Report**  
**March 27, 2023**

**Student Services**

**Upcoming Events**

The spring Hiring Fair will take place on April 5 at BBY SE2 Great Hall from 11:30 AM – 4:00 PM. Students will have the opportunity to meet with employers from the Business & Tech and Construction & Engineering industries who are hiring for various roles including permanent, full time, part time and summer positions. More information can be found on the [website](#).

**Food Pantry**

The Food Pantry operations will be shifting their days/hours to the following as of April 1<sup>st</sup>:

- Wednesdays from 1:00 PM – 3:00 PM
- Thursdays from 3:00 PM – 6:00 PM

**One-to-One Supports**

One-to-one support appointments are being utilized by students and alumni across all departments in February 2023:

- Advocacy: 14 appointments
- Career Services: 102 appointments
- Entrepreneurship: 7 appointments
- Wellness: 7 appointments

**Services**

Events, services and programming are popular with students. During the month of February 2023, we saw the following numbers:

- Zen Lounge: 32 students
- Cookie Decorating Event: 175 students
- Food Pantry: 566 students
- Career Services Workshops: 53 students attended

**Food & Retail**

**Geared Up**

- During Mar.1<sup>st</sup>-20th made **\$23,000** in net sales and served over 400 customers.
- Our sales budget for March is **\$28,000**, 61% of which is \$17,000, so we are currently trending to surpass the budget for the month.
- The Spring Convocation was a much smaller event than the one in June. Still, we were able to have a pop-up shop set up to showcase the branded merchandise and made \$2,400 in net sales.

## Pavilion

- During Mar.1<sup>st</sup>-20<sup>th</sup> made **\$72,300** in net sales and served over 10,500 customers.
- Our sales budget for March is **\$134,900**, 61% of which is \$82,300, so we are trending to achieve 88% of the sales budget, so far in March.
- Our Grill station, or “Kitchen Food” sales budget for the month is \$35,000 (included in the total of \$134,900); prorated to 61% this is \$21,400; we made so far \$24,200, so we are currently trending to surpass the monthly food sales budget.
- We continue to be open until 6:30pm, Mondays-Thursdays.
  - In total, on the days in March when we were open these 2.5 extra hours in the evenings, we served nearly 450 customers and made \$2,900 in sales.
  - On Monday March 20<sup>th</sup>, for example, we had 55 customers and made \$350 during these extra 2.5 hours.
  - During Spring Break, we were not open late.

## Stand Central

- During Mar.1<sup>st</sup>-20<sup>th</sup> made **\$17,800** in net sales and served over 3,400 customers.
- Our sales budget for March is **\$32,200**, 61% of which is \$19,600, so we are trending to achieve 90% of the sales budget so far in March.

## Stand South

- During Mar.1<sup>st</sup>-20<sup>th</sup> made **\$21,000** in sales and served nearly 3,800 customers.
- Our sales budget for March is **\$55,000**, 61% of which is \$33,500, so we are trending to achieve 63% of the sales budget, so far in March.
- We continue being open until 6:00pm, Mondays-Thursdays.
  - In total, on the days in March when we were open these two extra hours in the evenings, we served over 300 customers and made \$1,900 in sales.
  - During Spring Break, we were not open late.
  - Yesterday, on Monday March 20<sup>th</sup>, for example, we had 37 customers and made \$260 during these extra 2 hours.

## Habitat Pub

- Pub sales for March 1<sup>ST</sup> to 17<sup>TH</sup> were **\$29,000**. Budget for the month is \$77,000, with 2 weeks of sales left for the month, we are trending to achieve 66% of the budget.
- Reading break sales were slow, on two of the days we made less than \$500. Friday was St. Patrick’s Day which was a busier day and we made \$3,000.
- Overall, the pub is seeing a slow but steady increase in sales
- The 2 social events that we stayed open later for in this month brought in \$1300 sales for each day, so we covered our costs
- Vancouver Dodgeball League has confirmed for next month and the Brain Cancer Fundraiser is confirmed for May both events should generate approximately \$15,000 in revenue combined.

## **Marketing, Events and Publications**

- The team has been working on promoting the elections and referendum. There are still opportunities to support the tabling the week of March 27<sup>th</sup>. Please contact Michael Berg at [mberg@bcitsa.ca](mailto:mberg@bcitsa.ca) to sign up to help
- This month's LINK magazine is focused on the elections. Issues are on stands, make sure to check it out!
- Supporting Executives with their objectives including Mia's Tax Clinic, Tanya's Clubs Food Drive and Liam's Fundraising Campaign
- Currently working on the re-development of the website which will launch this summer, which has involved ISSP students

## 2022 2023 Executive Objectives

	Position	#	Objective	Objective Update	Next Step	Position Update
Liam Lauren	President	1	To make a charity campaign that will run in April to support the Food Support Hub through various fundraising events.			
Mia Bui	VP Finance & Administration	1	Advocate for accurate, transparent and timely information passed by BCIT to international students regarding Co-op program (with heavy focus on Accounting students this year).			
		2	Collaborate with BCIT Wellness (and/or other parties if applicable) to host an annual BCITSA Tax Clinic.			
Tanya Fuchs	VP Student Experience	1	Increase student engagement with the BCITSA by planning and executing a year-end block party by May 2023.	Planning a Karaoke day in the Pub with Mo. Tentative dates are in mid-April. Waiting to hear back from Mike and Pete if we can use the Pub space.	Look into Karaoke machine rentals and wait to hear back from Mike. Reach out to marketing for poster and social media materials.	
		2	Support Wellness and Clubs staff in organizing and hosting the "Food Fight" food drive contest to support the Food Pantry program.	I tabled on Monday Tuesday and Wednesday from 11am-2:30pm, and received about \$650 in food and monetary donations!	Deposit prize money into each club account that won a prize. Meet with the Marketing and events team to debrief on the event and make recommendations to improve the initiative if another food drive happens in the future.	
		3	Perform an SKU analysis for the Stand stores and make recommendations for product offerings.	n/a		
Amanda MacKearney	VP Equity & Sustainability	1	Work with BCIT on curriculum updates for diversity, equity, and inclusion initiatives, as well as cultural safety training.			
		2	Have available for free disposable menstruation products in all BCIT washrooms by year-end.			
		3	Work on the development of a program that collects the leftover food products of students leaving residence and redistributes it to students in need.			
		4	Continuing the previous VP equity and sustainability objective of adding a fall reading break for programs one year in length or longer.			
Nolan Nordwall	VP External	1	Increase the percentage of students who take part in the BCITSA general election from 2% to 7% by next election, Spring of 2023, using student outreach programs and student services to get more students involved in the Student Association	I reached out to the program head of Non-profit management, and got them to send an email out to everybody in the program to advertise the elections. They represent a pool of ideal candidates, so I was hoping that a few would be interested in the opportunity. I also made a reddit post, and advertised to students in my program	Now that elections are underway, I can do what I can do what I can to promote the election to students. As I have a full time job, tabling will be difficult, but I can interact with students online during this period.	
		2	Advocate to retain the current level of Canada Student Grants at their current level by next federal budget review in summer of 2023 by building strong relationships with student advocacy groups and effectively lobbying to members of parliament.	The Federal budget is going to be released very soon, so we'll have an update hopefully by the time of next council meeting	Wait until the budget is released, cross my fingers.	
Joshua Luu	Chair, School of Business + Media	1	Further develop and promote a Discord server aimed at students of the SOB+M and to achieve 500+ members in the server and to act as a resource for information for students			
		2	Investigate and improve the success of the set-rep program with the goal to have set-reps and instructors informed about the role and resources of being a set-rep.			
		3	Improve students' mental health by hosting fun ongoing social events where students can destress, build a sense of connection to BCIT, and feel comfortable accessing services that address their concerns (joint objective w/Céline).			
		1	Reach out to at least 6 full time programs starting in Winter 2023 about useful info for new students (such as SA benefits, peer tutoring, advocacy, dealing with instructor issues, etc.)	Merch meet w/ Marcom on March 24, still need to reach out to ADs (midterms took priority lol)	Reaching out to BCIT faculty and getting large(r) orders of merch can easily wait until the summer, but we do want something to present to Council to see if they liked it or had feedback. So hopefully in the next month or two we will have something	

Vrishank Prabhu	Chair, School of Energy	2	Gather data from 50 students about common and reoccurring academic issues to resolve problems and/or pass on to future chairs	SLO and BCIT committees weren't able to do too much to help promote and connect with students specifically in the School of Energy, but they had great overall student data. I learnt a lot from Tara about how orientation planning is and how SLO currently connects with students.	A lot of the issues students seem to face are more of problems that hold with instructor issues and BCIT side problems that the SA can't do too much about - complaints related to infrastructure, why the Business students get all the nice things and we're stuck with SW1/SW3, more sockets, etc. These are suggestions for Cody's committee and good for feedback, but not too helpful for actionable items. I'm working with Giovanna soon to get more feedback on instructor obligations and see if we can get more defined policies available for students regarding matters such as office hours and quality of instruction.	Set Rep meet March 29, set rep feedback meet probably march 28 (dependent on Cody & Josh)
		3	Assist in planning and promoting at least 2 networking events organized by SA and work towards reviving clubs in the School of Energy (such as IEEE)	Met with Kirk & Michael, they are totally on board with the event. Great news for this objective - I was able to meet with a couple of the engineering clubs (IEEE, ESS & BRG) to decide how we want to plan a couple of events next year. They are extremely open to collaboration so I'm feeling good about this one!	Scope event ideas and projects to something realistic and put together teams in collaboration with the Engineering clubs for plans to : expand the mini-WEC, bring back the RC Classic and get engineering clubs distinguished under the ESS for more collaboration between the 3 engineering disciplines	
Mo Baydoun	Chair, School of Computing & Academic Studies	1	Promote the physical health and wellness of Computing students who suffer from the effects of a sedentary lifestyle through tabling and events (Joint objective with Céline).			
		2	Find a way to include the 'Academic Studies' portion of my constituents in the Set Rep program as well as establish a line of communication with their program head.			
		3	Improve student engagement & relieve stress through a LAN party.			
Céline Lorient	Chair, School of Health Sciences	1	Improve students' mental health by hosting fun ongoing social events where students can destress, build a sense of connection to BCIT, and feel comfortable accessing services that address their concerns (joint objective w/Josh).	Mental Health Dinner went well! We had awesome engagement.		I hosted two set rep meetings on <b>March 10 and 17</b> . The health sciences career specialists, and Advocacy Team attended.
		2	Promote the health and wellness of students by hosting a dodgeball tournament in <b>April</b> (joint objective w/Mo).	Josh will be meeting with a Jack Talks Speaker to see if they can be a facilitator at our next Mental Health Dinner in April		Advertised BCIT Day of Health Fair led by the BSN PH Term 4 Students on <b>March 28, 11:30am-1:30pm</b> in the HS building.
		3				Informed set reps of the 3 BCITSA leadership awards available!
Cody Pallin	Chair, Schools of Transportation, Construction & Environment	1	Compile the feasibility and interest into a report of implementing the Set Rep program to the considered "Trades" courses under the School of Construction and the Environment			
		2	Develop a feasibility and interest report of forming an Aerospace Marine Annacis Chair position from the existing Aerospace Technology Campus Chair position while also clarifying the Transportation, Construction & Environment Chair position to be strictly BCIT Burnaby Campus based.			
		3	Establish power connection to the newly installed study desks on the BCIT Library (SE14) third floor.	[ended]		
		4	Display BCIT Motorsport's Ford Fairmont Futura project car (pretty sure that's what it is) in a public BCIT location to generate discussion and connection to BCIT's School of Transportation. (AKA Operation Wildcat)	[ended]		
Sally Poon	Chair, Downtown Campus	1	Increase the visibility of SA services at DTC by hosting in-person office hours at the Student Lounge with snacks, monthly.	Objective completed.		Final set rep meeting was March 8, set reps were informed about student spaces updates that are up and coming. Been in talks with library services-- board games are arriving to DTC soon! Otherwise, objectives are winded down, I will continue maintenance of my role and polishing the transition document I've been working on for the next Chair of DTC.
		2	Gain a better understanding of DTC Student Service needs by forming a quick survey that can be used to collect student interest throughout the year.	Objective completed.		
		3	Develop a planned, new DTC Student event for the Winter term.	Preparing a deck to present to council as an event retrospective. :)	Objective completed.	
Theo Robson	Chair, Aerospace Campus	1	Create and host a 'Campus Flag' contest as well as a grand flag raising ceremony to community build and increase SA presence on campus.			
		2	Develop an indepth analysis of current Diversity + Inclusion environment at ATC to be used to weave such values into the school's culture moving forward.			

		3	Develop a feasibility report of creating an AMA Chair (Aerospace-Marine-Annacis) to have all satellite students (excluding DTC) represented on the board by a satellite chair.		
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Name	Position	Report
Ashley Obeck	BMC Satellite Councillor	
TBD	AIC Satellite Councillor	

Committee	Report by	Last Meeting	Next Meeting	Optional - Other Notes
Finance	Mia Bui			
Student Spaces	Cody Pallin			
Bylaw	Mia Bui			
Advocacy & Policy	Nolan Nordwall	March 14th	April 12th	We've finalized the changes to our Covid 19 policy, and will be bringing them forward for review.
Clubs	Tanya Fuchs			
Board of Governors	Liam Lauren			
Education Council	Tanya Fuchs			
Alumni Board	Nolan Nordwall	Feb 16th	April 25th	Not much to report on here.
Equity & Sustainability				

## DECISION NOTE

March 22, 2023

<b>PREPARED FOR:</b>	BCITSA Council
<b>PREPARED BY:</b>	Mia Bui and Stewart McGillivray
<b>ISSUE:</b>	SL-7 Poster Policy Amendment

### RECOMMENDATION:

That Council adopt the proposed motion amending Policy SL-7 “Poster Policy.”

**MOTION (moved by Mia Bui, seconded by the Bylaw Committee)**

*“Be it resolved that the revisions to Policy SL-7 “Poster Policy” be adopted as presented.”*

### BACKGROUND

Under Policy GOV-0 “Policy Framework,” all Student Life Policies are the responsibility of Council, and Bylaws Committee is delegated to review them periodically. Policy SL-7 “Poster Policy” was adopted by Council in 2018, was partially amended in late 2019, and was scheduled for review in October 2021. Due to the pandemic, many policies scheduled for review in 2020/2021 were not ultimately reviewed. Since the winter break, Bylaws Committee has been reviewing a variety of policies to determine what is feasible during the current term, and has prioritized several.

With the support of the Executive Director, this policy was circulated to the Director of Marketing & Communications to provide input on the review. The Committee agreed with the proposed changes and also proposed additional sections to clarify the interpretation of the policy.

### PROPOSED CHANGES

As these changes are concise, they are all included below, rather than reproducing the 6-page policy showing track changes.. The full policy can be found [here](#).

Amendment 1 — Amend the definition of “BCITSA Poster Board’ by making the following additions:

“A BCITSA Poster Board is marked by grey paint with a BCITSA logo in white in any corner of the board. Additionally, any poster board considered to be an Executive Use Board or a Community Use Board also belongs to BCITSA. When the reference does not specify a single classification, it shall be assumed to refer to all BCITSA Poster Boards.”

Amendment 2 — in section 1.1(b) of the policy, replace the numeral “4” with the word “four.”

Amendment 3 — in section 1.2(b), which sets out a hierarchy of poster priorities, replace “(iv) Posters related to BCIT Posters” with “(iv) Posters from BCIT.”

Amendment 4 — delete all of 1.3(e), which currently reads:

~~“1.3 (e) All Posters shall be posted using tacks where provided, and masking tape only.”~~

Amendment 5 — in section 1.5, which relates to who has a right to remove posters, add a new subsection as follows:

“(e) Any person may remove a poster covered by this Policy if it is unambiguously related to an event which has already occurred.”

## DECISION NOTE

March 22, 2023

<b>PREPARED FOR:</b>	BCITSA Council
<b>PREPARED BY:</b>	Mia Bui and Stewart McGillivray
<b>ISSUE:</b>	Review of Policy SL-3 “Advocacy Services”

### RECOMMENDATION:

That Council adopt the proposed motion amending Policy SL-3 “Advocacy.”

**MOTION (moved by Mia Bui, seconded by the Bylaw Committee)**

*“Be it resolved that the revisions to Policy SL-3 “Advocacy Services” be adopted as presented.”*

### BACKGROUND

Under Policy GOV-0 “Policy Framework,” all Student Life Policies are the responsibility of Council, and Bylaws Committee conducts periodic reviews of these policies. Policy SL-3 “Advocacy Services” was adopted by Council in 2018 after having been previously included in a master policy document (approved in 2014) and it was scheduled for review in March 2020.

Due to the pandemic, many policies scheduled for review in March 2020 were not ultimately reviewed. Since the winter break, Bylaws Committee has been reviewing a variety of policies to determine what is feasible during the current term, and has prioritized several.

With the support of the Executive Director, this policy was circulated to the then-Manager of Wellness and Advocacy to provide input on the review. The Committee reviewed the policy in detail on January 24th and March 9th, and agreed with all of the recommended changes. When the Committee had questions about a proposed change, or proposals for further improvements to the policy, the Manager of Wellness and Advocacy provided thoughtful and thorough feedback, which has led to the proposed revisions being submitted to Council.

### OVERVIEW OF PROPOSED CHANGES

The current version of the policy numbers nine pages and can be found [here](#). Rather than reproduce the full policy in this Decision Note, all proposed changes are included below. A substantial number of the changes relate to the rebranding of the Advocacy Department and the Advocates, as well as the creation of the formal position of Wellness & Advocacy Manager.

Additional references are made to relevant BCIT policies and BCITSA forms. More explicit language is added relating to instances where an Advocacy Specialist may need to break confidentiality (threat posed to self or others), and a more developed definition of frivolous and vexatious complaints, for which an Advocacy Specialist may deny services, is introduced.

## MINOR CHANGES

Throughout, the nouns “**Advocate**” and “**Advocates**” are replaced with the phrases “**Advocacy Specialist**” and “**Advocacy Specialists**,” respectively. This occurs in the following places:

- twice in the “Purpose of the Policy” section;
- once in the definition of “Advocacy Services”;
- twice in the definition of “Advocate”;
- once in the duties of the “VP Student Experience” (formerly VP Student Affairs);
- three times in the duties and responsibilities of “Advocates”;
- once in each of policy sections 1.1(c), 1.2(a), 1.2(b), and 1.2(c);
- once in policy section 1.3(b);
- once in policy section 1.4(a);
- once in each of policy sections 2.1(a) and 2.1(b);
- once in each of policy sections 2.2(b), 2.2(c), and 2.2(d);
- nine times through policy section 2.3, which deals specifically with the position of Advocate;
- once in policy section 2.4;
- once in policy section 2.5;
- five times in procedure section 1.1;
- four times in procedure section 1.2; and
- five times in procedure section 1.3.

In the “Purpose of the Policy” section, replace the words “**Define clearly**” with “**Clearly define**”.

In the “Application of this Policy” section, add the words “**or former students**” after the word “alumni”.

In the “Related Documents and Legislation: BCIT” section, add reference to “**Policy 5104 - Student Code of Academic Integrity**” and “**Policy 7507 - Harassment and Discrimination**”.

In the “Forms associated with this Policy” section, add a reference to the “**Advocacy Services Consent Form**”.

In the “Amendment History” section, update the language to reflect that it was created in March 2018 and is being amended in March 2023.

In the definition of “Advocacy Specialist” (formerly Advocate), add the phrase “**(formerly referred to as “Advocate”)**” after the first use of the word “Advocacy Specialist” (formerly Advocate).

In the definition of “Advocacy Specialist” (formerly Advocate), replace the phrase “**the same**” with the word “**them**”.

In the definition of “Representation”, replace the phrase “**prospective student, or alumni**” with the phrase “**prospective or former student, or alumni**”.

In the definition of “Representation”, add the word “**student**” after the word “individual”.

In the definition of “Representation”, delete the word “**located**”.

In the duties of the “VP Student Affairs”, replace both instances of the phrase “**Vice President Student Affairs**” with the phrase “**Vice President Student Experience**”.

In policy section 1.1(b), replace the phrase “**have the opportunity to**” with the word “**can**”, and delete the word “**to**” from the phrase “**to understand**”.

The header for policy section 2.1 is amended by replacing the word “**Advocacy**” with the phrase “**Advocacy Services**”.

In policy section 2.2(c), replace the phrase “**BCIT Safety & Security**” with the phrase “**BCIT Safety, Security and Emergency Management**”.

In policy section “2. Student Advocacy”, reverse sections 2.1(a) and 2.1(c) with each other.

In policy section 2.3(c), delete the words “**the following**” at the end of the sentence.

In policy section 2.3(d), delete the words “**do any of the following**” at the end of the sentence.

In policy section 2.5(a), delete the comma after the word “**unreasonable,**”.

In procedure section 1.1(e), replace the words “**lead and act on their own behalf at all times**” with the phrase “**always lead and act on their own behalf.**”

In procedure section 1.2(c), replace the phrase “**whether or not**” with the word “**whether**”, and replace the phrase “**making a decision**” with the word “**deciding**”.

In procedure section 1.3, move subsection (e) from the fifth position in the list to the fourth position, and renumber the subsections accordingly.

## **SUBSTANTIVE CHANGES**

A new definition is added as follows:

### **“Wellness and Advocacy Manager**

**The Wellness and Advocacy Manager is responsible for providing Advocacy Specialists with guidance and consultation on student-related issues. The Wellness and Advocacy Manager may act as an Advocacy Specialist (see “Advocacy Specialist” below) due to operational need. The Wellness and Advocacy Manager is also responsible for liaising with BCIT personnel on systemic Advocacy issues related to BCIT Policy or Procedures.**

Policy section 1.2(c) is amended by adding the following phrase at the end of the sentence: “**except where policy section 2.2(d) applies.**”

In policy section 2.2(c), which relates to an Advocacy Specialist’s duty to inform the authorities if they believe that a student may harm themselves or others, amend the section by adding the following phrase at the end of the sentence: “**even without the student’s express consent.**”

In policy section 2.2, add a new subsection (c) as follows and renumber the remaining subsections accordingly:

“(c) An Advocacy Specialist may, at their discretion, share student information with the Wellness and Advocacy Manager for the purposes of guidance or consultation.”

Policy section 2.3(d)(ii) is amended by adding the following phrase at the end of the sentence: “except where policy section 2.2(d) applies.”

Policy section 2.5(a), which relates to instances where an Advocacy Specialist may discontinue services because of their belief that a student’s complaint is vexatious or unreasonable, the following is added at the end of the sentence:

“For this policy, a vexatious complaint is one made with the intent to be retaliatory in nature and/or intended to annoy or damage the reputation of the person about whom the complaint was made, where such a conclusion is reasonable in the circumstances, based on available evidence.”

In procedure 1.3, which relates to a student requesting a new Advocacy Specialist, amend both (c) and (d) to replace the phrase “Executive Director” with the phrase “Wellness and Advocacy Manager”.

## INFORMATION NOTE

March 23, 2023

<b>PREPARED FOR:</b>	BCITSA Council
<b>PREPARED BY:</b>	Nolan Nordwall and Stewart McGillivray
<b>ISSUE:</b>	External Lobbying Updates & News

### OVERVIEW

Under the Bylaws, external advocacy is conducted primarily (though not exclusively) through the office of the Vice-President External, in conjunction with any staff designated for such purposes. Although this occasionally involves TransLink and/or municipal and regional governments, BCITSA lobbying mainly targets decision-makers in the federal and provincial governments.

This Information Note serves to provide an update on the recent BC budget, the upcoming federal budget, and efforts undertaken during the past year. This happens in tandem with the policy development process overseen by Council, which since June 1st has resulted in four new policies, two completed policy reviews, and two reviews still in-progress ([link](#)).

### BRITISH COLUMBIA — BUDGET 2023

The government's annual budget was introduced in late February and included some positive news for students. In any given year, advocacy involves pressing the government to make progress on the initiatives that they've promised to pursue, as outlined in the "Mandate Letter" issued to the Minister of Post-Secondary Education and Future Skills ([link](#)).

The bad news in the budget was that funding for post-secondary institutions only went up 5.1% (less than the rate of inflation) and there continues to be no concrete action to increase the BC Access Grant, the province's leading form of non-repayable student financial assistance. Furthermore, the ongoing funding review for the post-secondary sector wasn't mentioned and did not receive any additional financial support to implement the recommendations. Finally, there was no new money for on-campus sexual violence prevention offices - in February, the BCIT Student Association and others participated in a joint letter calling on them to step up, so this was particularly disappointing ([link](#)).

It was not, however, all bad news; there are some promising developments on the horizon. BCIT's current student housing expansion was made possible primarily through a provincial loans program launched in 2018. In Budget 2023, the Government commits an additional \$575 million to this program over the next three years, which will be a huge benefit for students in BC struggling to access on-campus housing. Student loans are also improving in two ways: additional per-week funding will be available, and repayment terms will become more flexible to harmonize with recent federal improvements to the system. Over the coming three years, the Province also plans to launch a Future Ready Plan for jobs and skills development, with \$480 million to support its rollout. Of that \$480M, the Government is targeting \$39 million over three years for a new student grant program to support short programs such as micro-credentials.

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## **CANADA — BUDGET 2023**

The federal budget, Minister Freeland's third as Finance Minister, will be introduced on March 28th, the day after Council next meets. Since last summer, the BCIT Student Association has engaged in a concerted effort to persuade the Government to maintain 2020-2023 funding levels for the Canada Student Grant. This carries a price tag in the range of \$2 billion annually, and things are not currently looking promising.

Last fall, the BCITSA participated in the pre-budget consultations hosted by the House of Commons Standing Committee on Finance. In conjunction with other student groups (Federal Student Advocacy Alliance, Canadian Alliance of Student Associations, Canadian Federation of Students, and others), there was a unified message that Canada Student Grant funding needed to be extended. Unfortunately, the Committee did not call any witnesses from the post-secondary sector, did not directly address the request in its consultation report, and has proposed no recommendations with respect to federal student aid. This, along with various other indicators, has resulted in a degree of pessimism throughout the sector with respect to Canada Student Grant funding.

Once the budget has been introduced and analyzed, Council will be provided with a further update.

## **PAST LOBBYING EFFORTS**

Although BCIT Student Association retains its independence from other student coalitions and organizations, collaboration has been a huge part of the Association's success when it comes to advocacy. Indeed, this is a hallmark of any progress achieved by the student movement in the past two decades.

In October, the VP External and the Government Relations Strategist went to Victoria on a provincial lobbying trip organized by the BC Federation of Students (BCFS); we were joined as well by the student union from the University of the Fraser Valley, a fellow observer on the trip. On this trip, the BCFS provided training for the various policy "asks" being brought to the government, and BCITSA participated in lobby meetings with several dozen Members of the Legislative Assembly, including Cabinet Ministers. The main policy priorities related to the BC Access Grant, fairness for international students, better regulation of ancillary fees, and adequate funding for post-secondary — in other words, all matters falling within the BCITSA's established priorities in EXT-1 through EXT-9.

In December, the VP External and Government Relations Strategist travelled to Ottawa as part off the Federal Student Advocacy Alliance. The FSAA is made-up of the BCITSA and BCFS as well as the student unions for Saskatchewan Polytechnic and most of the colleges and institutions in Alberta. While there, the top priority was advocacy on the Canada Student Grant, as well as expressing appreciation for the recent permanent elimination of interest charged on Canada Student Loans. Additional issues covered included fairer loans repayment policies, a more user-friendly immigration system for international students, and the delay in promised funding for on-campus student mental health initiatives. The meetings were predominantly with Members of Parliament and Senators, as well as staff for the Prime Minister's Office and the Office of the Finance Minister. Our colleagues from the BCFS will be in Ottawa again to attend the introduction of the budget on March 28th.

## DECISION NOTE

March 22, 2023

<b>PREPARED FOR:</b>	BCITSA Council
<b>PREPARED BY:</b>	Nolan Nordwall and Stewart McGillivray
<b>ISSUE:</b>	Review complete - policy on COVID-19

### RECOMMENDATION:

That Council adopt the revised External Policy Position *EXT-4 COVID-19 Response* in accordance with the requirements found in Bylaw 21.3 and 21.7.

**MOTION (moved by Nolan Nordwall, seconded by the Advocacy & Policy Committee)**

*Be it resolved that the proposed revisions to external policy position “EXT-4 Ancillary Fees” (now called “EXT-4 Public Health Emergencies and Disasters)” be adopted.*

(needs 2/3 majority) (notice provided at February 6th, 2023 Council meeting)

### BACKGROUND

Council has the authority to adopt External Policy Positions ([link](#)), and VP External and the Advocacy & Policy Committee take the lead on studying and proposing new policy positions for consideration by Council. This process was introduced in late 2020 and nine External Policy Positions have been adopted since that time, the most recent earlier this year.

As part of its duties, the Advocacy and Policy Committee conducts periodic reviews of the Association’s existing External Policy Positions. At its February 7th and March 14th meetings, the Committee completed its second review of the year and proposes several edits to *EXT-4 COVID-19 Response*. The policy was first developed at the request of Council in January 2022. This was on a tight timeline (14 days between the request and Council’s adoption of the policy) and helped to inform the BCITSA response to government and institutional decision-making at the height of omicron. The rationale was, understandably, quite focused on that context.

The rationale for initially adopting *EXT-4* is included below. The Committee felt that almost all elements of the policy were still valid, and very few changes are proposed to the substantive provisions 1A through 1D, and 2A. The Committee overhauled the most pandemic-focused paragraph in the rationale section, as outlined below, and proposed minor edits elsewhere. The focus of these edits is to update terminology and broaden the scope away from just COVID-19. Council may, of course, reject the proposed revisions. However, as *EXT-4* is an existing policy, the current version would continue to be in effect ([link](#)). Council has the power to repeal any External Policy Positions it wishes, but only by 2/3 majority and with prior notice. This revised policy will provide ongoing value to students and the BCITSA by guiding our response to future public health emergencies or disasters, including severe weather phenomena.

<b>Subject:</b> <a href="#">COVID-19 Response Public Health Emergencies and Disasters</a>	<b>Policy Number:</b> EXT-4	<b>Last reviewed:</b> <a href="#">2023-Feb.-24 2023 Mar. 27</a>
<b>Approved by:</b> Council	<b>Managed by:</b> Advocacy & Policy Committee	<b>Next review:</b> <a href="#">2025-Oct.-31 2025 Mar. 31</a>

**Policy Rationale:**

The ongoing effects of the COVID-19 pandemic, it goes without saying, have had an enormous impact on British Columbians, especially students. Fortunately, vaccination rates have been strong, leading to 90.3% of eligible adults receiving their second dose<sup>1</sup>. At the same time, the Omicron variant has spread like wildfire throughout the province, with active cases counts (33,997) and hospitalizations (924) exceeding previous highs<sup>2</sup>. This has, in turn, led to calls to delay the resumption of in-person classes in January 2022: one such petition sponsored by BCIT students reached over 4,350 signatures in a matter of weeks.

Students’ education can be negatively affected in quite significant ways by natural disasters and public health emergencies. As with the rest of society, this was certainly the case during the COVID-19 global pandemic. Additionally, students in various parts of the province are sometimes affected by forest fires, severe flooding, excessive snowfall, and various public health crises. As a general rule, it is important that decision-makers, whether at post-secondary institutions or with the government, take into account evolving technologies and the increased capacity to pivot from in-person to online or hybrid educational delivery where necessary. Students desire responsive mechanisms which recognize their investment in their own education and provide transparent explanations for decision-making. For example, posts on social media showed great frustration during considerable snowfall in early 2023, and in 2022 there were over 4,000 signatures on a petition urging BCIT to move online due to the omicron variant.<sup>3</sup>

On the other hand, BCIT is known for its applied learning model and offers many programs not necessarily suited to an online education. Further, recent findings and surveys have shown that during the COVID-19 pandemic many students in British Columbia experienced a “lack of connections with professors and other students” which impaired both their engagement and learning at the post-secondary level<sup>4</sup>.

Given that the *College and Institute Act* as well as Supreme Court precedent make clear that institutions such as BCIT are legally subordinate to the **Ministry of Advanced Education and Skills Training** Ministry of Post-Secondary Education and Future Skills, it is all the more important that the provincial government exercise restraint in prescribing matters that are better

<sup>1</sup>-“Daily update on COVID-19, January 21st 2022”. British Columbia ([link](#)).

<sup>2</sup>- *Ibid*.

<sup>3</sup> “BCIT: Delay the return to in-person classes”. Change.org, accessed Jan. 21 2022 ([link](#)).

<sup>4</sup> Page 33, “Impacts of COVID-19 Pandemic on the Health and Well-being of Young Adults in British Columbia”. BC Centre for Disease Control, July 2021 ([link](#)).

left to individual schools to decide<sup>5</sup>. This must include striking the appropriate balance between in-person, hybrid, and online forms of learning.

Finally, it is imperative that student voices be included in these conversations, and that post-secondary institutions practice reasonable levels of transparency when communicating about their pandemic response. In recent years at BCIT, for example, revenues from tuition fees have exceeded by several million dollars the amount of funding received in grants from the Province of BC<sup>6</sup>. There can be no doubt that student voices should have a seat at the table commensurate with both their financial contribution and their unique stake in the outcome of decisions affecting their education, their future, and their health and well-being.

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### External Policy Position:

1. The Student Association supports:

- A. That individual programs, departments, and schools should be given adequate autonomy by BCIT to make decisions about mode of delivery, taking into account ~~public health guidelines~~ emergency measures, academic considerations, and input from students, faculty, ~~and staff,~~ and government;
- B. That BCIT Senior Leadership should more proactively and transparently convey relevant information, considerations, and processes to students, staff, and faculty about how decisions are made with respect to the ~~collective~~ response to ~~COVID-19~~ any public health emergencies or disasters;
- C. That BCIT should continue to prioritize all measures necessary to promote public health and safety on campus, ~~including improved for example by improving~~ ventilation systems and sanitation procedures, while also improving communications to students, faculty, and staff regarding preventative measures and emergency response planning going forward;
- D. That, where a student ~~experiences symptoms of COVID-19 or tests positive~~ is directly impacted by a public health emergency or disaster of some kind, a comprehensive approach to academic concessions must be applied by BCIT, whether that be standardized across the board or formalized in policy as a discretionary matter for instructors;

2. The Student Association opposes:

- A. Any actions by ~~the Office of the Public Health Officer or the Ministry of Advanced Education and Skills Training~~ the government, including the Ministry of Post-Secondary Education and Future Skills, to limit, whether by explicit legal directive or through political pressure, any B.C. post-secondary institution from pursuing objectives consistent with this policy.

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<sup>5</sup> Section 2, *College and Institute Act*. Revised Statutes of British Columbia, 1996 ([link](#)); *Douglas/Kwantlen Faculty Assn. v. Douglas College*. Supreme Court of Canada, 1990 ([link](#)).

<sup>6</sup> Page 7, Revenues in *Consolidated Financial Statements for the fiscal year ending March 31, 2020*. British Columbia Institute of Technology ([link](#)).

# Club Sanctioning Application

Tuesday March 21, 2023

**PREPARED FOR:** BCITSA Council

**PREPARED BY:** Tanya Fuchs, VP Student Experience

**ISSUE:** Sanctioning of the BCIT Motorsports Club

**MOTION:** “Be it resolved that the BCIT Motorsports Club be sanctioned as a BCITSA general club as presented.”

## BACKGROUND:

The Motorsports Club has been an active club at BCIT for several years but has never applied to be a General Club. By becoming a General Club, they would have “all the rights and responsibilities as a Club outlined in this Policy and in the BCITSA Bylaws. A General Club shall also have full access to all Club Resources” (SL-1), including funding, event support, and financial administrative support.

The Club’s Committee reviewed the application on March 13, 2023, and decided to pass it to council as long as we saw the following changes:

1. Include a stronger sustainability plan (they have been around for a few years, but we wanted to see it in writing).
2. Elaborate on the purpose of the club. Although they are planning on continuing what they are doing now, we wanted to make sure it was clear for Council.

Attached is the club application and constitution they submitted. Their membership list includes over 100 members, and 18 members joined just in 2023.

# BCIT Motorsports Constitution

## **Club Name:**

BCIT Motorsports Club

## **Club Mandate:**

To introduce motorsport to the students of BCIT and also the rest of the lower mainland. To achieve this mandate, we will run weekly shop meetings to educate members on cars as well as host events for members to participate in.

## **Club Membership Fees and Requirements:**

We require that Club members provide their full name, email address, and phone number. They should also be a current or previous BCIT Student.

## **Club Executive Members and their individual Responsibilities:**

- President (Edward Jorgenson): Responsible for directing the general direction of the club and coordinating communication between the club and BCIT administrators.
- Treasurer (Alexander Troughton): Responsible for managing club funds.
- Social Media Specialist (Daniel Valdiviezo): Responsible for social media posts and communications. General advertising.
- General Admin: The people below are responsible for general administrative tasks and supporting the above roles.
  - Stanfield Chui
  - Jack Ting
  - Lucien Lambert
  - Jackson Hilts

## **Election process for Club Executives:**

We will take a vote among the club members who are current active students during our AGM.

## **Annual General Meetings:**

April 30th of each year

\*The members of this club do not have the agency or authority to sign contracts on behalf of the Club or the BCITSA.

## **Quorum for Annual General Meetings:**

5 members must be present for the AGM to be valid.

BCIT Student Association

# BCITSA Club Application

Last Amended:  
2019 – 08 - 01

## Club Proposal

**Please complete the following forms and submit to the Clubs Program Coordinator.**

This proposal is meant to provide a better understanding for the BCIT Student Association regarding your reasoning for starting a club, including your expectations and goals for the year.

**Club Name:** BCIT Motosports Club

**Please choose the type of the club you wish to start:**

- Academic/Educational
- Social/Religious
- Athletic/Sporting
- Other: \_\_\_\_\_

**Please chose the classification of the club you wish to start:**

- General Club – *has all the rights and responsibilities outlined in the Clubs Policies and BCITSA Bylaws. General Clubs shall also have full access to all Club Resources*
- Casual Club – *less regimented and requires fewer responsibilities from its members than a General Club. Casual Clubs shall have limited access to Club Resources, and no access to funding of any kind*
- Designated Club – *bears the name and professes the policies of a political party, religious organization, or similar. Designated clubs have all the rights and responsibilities as a General Club, except as otherwise specified in BCITSA Policy. Designated Clubs shall not have access to funding of any kind*

**Club Mandate/Objective:**

To introduce motorsport to the students of BCIT and also the rest of the lower mainland.

To achieve this mandate, we will run weekly shop meetings to educate members on cars

as well as host events for members to participate in.

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**Outline what you intend to accomplish upon sanctioning:**

Continue running shop meetings and host events related to motorsport.

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**Briefly explain how your club will benefit student life: (give a few examples)**

The club will provide an educational space to practice motorsport and also maintenance in preparation for motorsport and general vehicle maintenance.

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**Promotional Paragraph to be used on the BCITSA website (mandatory):**

BCIT Motorsports was founded to help connect auto enthusiasts throughout all schools at BCIT. We want to build great cars and participate in various events.

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## Membership List

In order to prove there is sufficient interest in starting a GENERAL or DESIGNATED club, **10 students** in addition to the club’s executives must sign up.

In order to prove there is sufficient interest in starting a CASUAL club, **5 students** in addition to the club’s main contact must sign up.

Treat this list as an initial membership of the club. If you have additional members, please add an additional page.

- Please ensure full names are printed clearly. This Membership List will be kept confidential by the BCITSA upon sanctioning and will not be included in the meeting minutes.

	Full Name	Signature	Email	BCIT Program	Year of Schooling
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

## ***Club Sustainability***

Given the section above, every club should also have a sustainability plan set in place to ensure the longevity of the club at BCIT. In a few sentences, describe your plans for sustainability for this year and years to come:

We will hold continuous advertising for the club in order to draw in new members as well as weekly meetings to keep engagement.

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## ***Membership***

*This section is not required if you are applying as a Casual Club. Casual Clubs cannot collect membership fees from its members.*

A common way of collecting funds for club operations is to charge a membership fee for new club members. GENERAL Clubs must have an annual membership fee of a minimum of \$1.00 and maximum of \$50.00.

**Membership Fee:** \$ 5.00

**Entitles Member To (voting rights, free event admission, etc.):**

Shop use with tools, Access to club vehicles (Drag Car, Go-Kart) for modification and use in club events, Subsidized motorsport events (discounts, free food)

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## **Club Agreement** *(completed after sanctioning by Student Council)*

The BCIT Motorsports club is now sanctioned under the BCITSA, and has read, and agrees to follow the BCITSA club requirements listed below:

- This club agrees and understands that should they violate any rules of the BCITSA Club package, the BCITSA By-Laws & Constitution, Policies & Procedures, the BCIT Policies & Procedures and the Code of Conduct, they may be subject to probation and de-sanctioning.
- This club has successfully completed the Club's Constitution document, approved by the VP Campus Life and Clubs Program Coordinator.
- Any amendments to the rules and/or guidelines in which the BCITSA clubs operate under, by VP Campus Life, shall be considered valid under the BCITSA Policies and Procedures.

We, the BCIT Motorsports club, are liable for all unauthorized debts incurred by the club. We agree not to enter into any contractual relationship unless it is authorised by BCITSA. We are also aware and agree that the club may be termed "dissolved" as a result of a majority vote of the BCITSA Student Council.

### **Signatures:**

Club President: 

Club Treasurer: Alex Troughton

VP Campus Life: \_\_\_\_\_

# Information Note

Tuesday March 21, 2023

**PREPARED FOR:** BCITSA Council

**PREPARED BY:** Tanya Fuchs, VP Student Experience

**ISSUE:** Call for Interest in the BCIT Pride Committee

## **BACKGROUND:**

Laura Vail, Senior Director Student Success at BCIT would like to know who would be interested in being a part of the BCIT Pride Committee. The committee has been inactive for a number of years, even before COVID, and would like to restart it to continue making BCIT an inclusive space.

Below is more information about the committee:

BCIT is committed to ensuring that everyone at BCIT feels they belong and have an equal voice and space. As such, BCIT is looking for volunteers to sit on the BCIT Pride Committee and/or participate in related working groups.

The purpose of the committee is to build community, advocacy, and solidarity, focusing on the BCIT Gender and Sexual Diverse (2SLGBTQ+) community. This is your opportunity to contribute to a more inclusive environment for staff, faculty, and students at BCIT. This will also be an excellent opportunity to work with individuals from different departments and campuses and expand your professional network. We also anticipate an abundance of leadership opportunities, particularly for students.

The anticipated time commitment will involve monthly 90-minute meetings beginning in April 2023 and we are aspiring to have folks join us who can commit to at least one year. The Committee is currently co-led by:

- Laura Vail – Senior Director, Student Success
- Blake Edwards – Associate Registrar

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**Care will be taken to ensure the Committee is reflective of the diverse community at BCIT.** We are looking to include a cross-section of members from across the Institute including the union groups, management, the BCIT Student Association, each school and campus, student support services and folx with intersectional identities.

If you or someone you know may be interested in participating in the committee or working group, please contact the BCIT RDI Office at [respect@bcit.ca](mailto:respect@bcit.ca) by April 1, 2023.

Please feel free to reach out to myself, Laura, or the RDI office if you have any questions!

## INFORMATION NOTE

March 23, 2023

<b>PREPARED FOR:</b>	BCITSA Council/Executive
<b>PREPARED BY:</b>	Vrishank Prabhu
<b>ISSUE:</b>	Set Rep Program Feedback

### BACKGROUND:

Josh, Cody and I have been leading the set rep programs of our respective schools and have noticed that there are various aspects of the program that tend to cause some confusion. We want to generate some discussion of the set rep program and receive your feedback on your experiences the program in order to bring improvements and clarify what it means to be a set rep.

### DISCUSSION:

1. Training structure for new set reps
  - Effectiveness
  - Problem with continual set rep signups throughout the semester
  - Adequate education regarding policies and knowing your power – BCIT's public policies are extremely broad
2. Communication with BCIT & the definition of a set rep
  - BCIT department set rep program conflict
  - Clarifying the definition of what the SA sees a set rep as versus BCIT/instructors.
    - Ex. The SA found it unexpected that set reps often deal with making class decisions based on test dates
  - Existing ways that the program has been communicated with BCIT?
  - Better ways to promote the set rep program and reach out to students
3. Engagement
  - As of right now, the program largely exists to attend two meetings per term, regurgitate information emailed from your chair, and address complaints from your set. How do we flesh out the program more to make it more engaging and worthwhile for students?
    - More leadership opportunities throughout the semester (this may need more funding/budget towards the program)