

- 14.1 Call to Order
- 14.2 Territory Acknowledgement
- 14.3 Acceptance of the Council Meeting Agenda
- 14.4 Acceptance of the Minutes: January 8, 2024
- 14.5 Reports
 - 14.5.1 Executive Director's Report - *Roland G.*
 - 14.5.2 Executives' Updates - *Mia B.*
- 14.6 Old Business
- 14.7 New Business
 - 14.7.1 Presidential transition - *Jimmy W.*
- 14.8 In Camera
- 14.9 Open Forum
- 14.10 Reminders
 - 14.10.1 Next Council meeting: Monday, February 5th, 2024 @ 5:30 pm in Council Chambers
- 14.11 Meeting Adjournment

Please refer to attached materials.

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

Staff: Margarita Gaidasheva – Executive Assistant
 Roland Gagel – Director of Finance, Interim Executive Director

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

Regrets: Councillors: Elaine Huang, Jadon Matthias, Matt Kilpatrick, Owen Rains
 Charlene Steeves – Chair, School of Health Sciences

14.1 Meeting called to Order

Mia calls the meeting to order at 5:40 pm (37 voting members of the Council).

14.2 Territory Acknowledgement

Mia Bui read the territory acknowledgement.

14.3 Acceptance of the Agenda

Motion:

Be it resolved that the agenda be accepted as distributed.

Moved by: Daniel Wong

Seconded by: Jimmy Wang

Yes: 29 No: 0 Abstain: 1

Carried

14.4 Acceptance of the Minutes: January 8, 2024

Motion:

Be it resolved that the Council Meeting minutes from January 8, 2024 be accepted as distributed.

Moved by: Simran Anand

Seconded by: Shelby Woida

Yes: 30 No: 0 Abstain: 1

Carried

14.5 Reports**14.5.1 Executive Director's Report**

As submitted

- SA fees for 2024-25 will go up by 3.9% (Annual CPI for 2023)
- Resident event at the pub went great, good attendance considering bad weather

14.5.2 Executives' Update

Shelby – E&S committee hosting workshop for classroom decolonization

- For instructors, program heads, deans
- ED search committee – interviews started

Simran – would like councillors to promote sessions

Vrishank and Abdul – combined set rep meeting next week

- Speaking at an event this week

Daniel shared Shelby's events with deans and staff at STC, they're aware

- Put up posters of "Jack of all trades" pub event
- Comms with BCIT facilities for bottle fillers for ATC

Jimmy – international student visa; government issued a cap on the number allowed/year

- 360,000 study permits allowed per year, only applies to future students
- "Counter-measure" against schools that exploit students by promising them work after study
- Curriculum licensing arrangement, only in Ontario
 - o Not allowed to work in Canada while on study permit
- Coordinating next lobby trip with federation of students
 - o Lots of people expected to attend
- Waiting to arrange a meeting between working group members for the U-pass

Q: They're limiting the amount of students that can study and work?

- Only for program, diploma certificate
- Given at a private university
- Only for students within those programs



Justin coordinating with BCIT for another drag-show-like event

- Arrangement made for the Link article
- There will be advertising for the Drag Show
- Poster coming out soon
- Waiting for a beer sponsor (their logo will go on the poster)

Q: Are you tabling for this event?

- Yes

Q: Do you need volunteers?

- Yes
- Will be sending out email requesting volunteers
- PHSA has agreed to sponsor

- For Hackathon - still need judges
- Megan Jewel volunteered to be a judge

Mia - tax clinic volunteer registration

- About 40 received so far
- Link to register will be sent out this week to council

14.6 Old Business - none

14.7 New Business

14.7.1 Presidential transition

Mia updated the council on the recent resignation by Celine Lorient

- If the vote fails – we will go to by-elections
- Also depends on the wording of the motion
- If we don't vote on anything – automatically goes to by-elections

Q: What is involved in by-election?

- All the students are eligible to vote for a new president.
- BCIT runs the by-elections for the SA
- This process only looks for a president for the rest of this term
 - o From March until end of May
- Then there will be a new president, that is voted for during the next election
- By-election is a lengthy process, takes a long time to find and train new president

Shelby mentioned that according to bylaws – Mia will take over the duties of president, and also continue her VP finance role.



Bobby proposed that it might be beneficial to engage with students to look for a new president

Mia pointed out that it's a very short timeline

- Council doesn't always have a full month of meetings in May
- The "new" president wouldn't have enough time to train and learn and effectively assume the role
- It would not be the most efficient way to do things

The decision falls on the council whether to go ahead with by-election

Justin shares Daniel's concerns about the by-election being too close to the March election

Jimmy explains that it would take too long for BCIT to organize a by-election

- Last year the by-election had a good turn-out
- But the timeline is too close the march election
- 2/3 of people requires to go ahead with by-election
- Simran mentioned that might be too confusing for students to understand why there's another one mid-year
- Bobby suggests that if there were by-election then we should mention that president stepped down

The options to go ahead after this:

- Mia takes on the additional responsibilities of president
- Or by-election goes ahead to look for new president

If Mia takes on the presidential duties – the exec board will help to take on some of the tasks so it's not too overwhelming for her.

Cora asks – "This is more for the bylaw committee: Would it be possible to change this process so the tasks can be divided or anyone from executive can take over the duties of the president? Might give more flexibility going forward

Motion:

Be it resolved that Council, in accordance with Bylaw 14.5, decline to hold a by-election for the position of President, in which case the VP Finance & Administration continues in office as President alongside the other members of the Executive Board

Moved by: Shelby Woida

Seconded by: Joshua Luu

(needs 2/3)

Yes: 28 No: 3 Abstain: 2

Carried

14.8 *In camera* - none

14.9 Open Forum

14.10 Reminders

14.10.1 Next Council Meeting: Monday, February 5th @ 5:30 pm in Council Chambers
Mia would like to remind everyone to refrain from using “Reply all” in their emails.

14.11 Meeting Adjournment

It was moved by Daniel Wong and seconded by Joshua Luu that the meeting be adjourned.

Unanimous **Carried**

The meeting was adjourned at 6:30 pm

Executive Director's Report – Council Meeting Jan 22, 2024

- **Executive Director/Director of Finance/Organizational activities of note:**
 - Student Fees for December – As suggested at previous meeting, November 2023 was a bit overstated as this December is a little bit lower than last year. But YTD fees are up 7.6% Of note Flexible Learning is up by 18%
 - Saturday planning session with the executive for objectives and budgets for 2024-2025
 - Starting Planning for elections - All returning Councillors and Executives should consider running for the board for 24-25

- **Student Services – Some service Stats - June to December 2023**
 - **Past Events Updates:**
 - Headshots and LinkedIn Review:
 - 65 students attended the Downtown Campus Headshots and LinkedIn Review event on January 12th.
 - The Burnaby Campus event scheduled for January 17th was canceled due to the snow closures of campus. They have been rescheduled for January 31st and all students have been notified.
 - **Services - Upcoming Events** Career Fairs:
 - Business & Tech | January 23, 2024 | 12 PM – 4 PM
 - Construction & Engineering | January 24, 2024 | 11 AM – 3 PM
 - Food Pantry Move Update:
 - Staff and volunteers moved everything into the new space on Jan. 19th (big thank you to everyone involved!)
 - The first day of Food Pantry operations in the new space will be January 24th (from 1pm – 4pm)
 - Pop-Up Food Pantry for other Campus's tentatively schedule for April

- **People and Culture**
 - The P&C team is recruiting a part time ECE for the childcare centre and a line cook for the pub
 - Facilitated a LEAD session on Change Management for the Operations Management Team
 - Continue to digitize personnel files
 - Working with the EDI Specialist to infuse EDI best practices into recruitment, hiring and onboarding practices

- **Business Systems:**
 - Working to have POS system installed next week in GU@NE1 and new store inventory database ready to go shortly after install, pending construction completion
 - Onboarded 5 student volunteers this week to assist department
 - Working through many Executive-led event registration and ticket sales requests
 - Have completed 20/29 internal support tickets since returning to work on Jan 2nd

- **Marketing**
 - Promotions in progress:
 - Link magazine February edition – Drag cover theme
 - New signage for the Geared Up popup shop - NE1
 - Jack of all Trades - event
 - Advancing Reconciliation - event
 - New design for Pink Shirt Day
 - EDI + Experiential learning:
 - We're working with a BCIT student from the Media and Design program to create social media posts for 13 days of significance.

- Events: January Kick Start Recap
 - Smaller than September Kick Start (as we anticipated)
 - 500 students for the Bunny Cafe
 - 750 students at Clubs Day
 - 500 students at Services Showcase
- Room Bookings – update
 - We have regained access to Summit Centre bookings.
 - We received access to BCIT's calendars for all four Tech Colliders which will make bookings for us and Clubs much easier.
- Publications:
 - Link has 60 student contributors registered from 32 programs.
 - During Clubs Day, we received an additional 51 student.
 - The team is working on the Spring issue now and are beginning the March Elections special in just a few weeks.
- **Childcare Centre**
 - Had Flood on weekend. West side of building is impacted and closed. 25 Children are not being provided service. Emergency remediation was brought in by BCIT. The damage assessment is still ongoing, we do not know the extent of the damage nor when the childcare will reopen. Insurance will cover much of the claim. All parties are aware that this is of the highest priority but it will take time.
- **Retail**
 - Sales from Profitek reports for January so far: Note that there have only actually been 8 days of business as it relates to the below table, Jan 2 was open but no classes and 2 snow days

| For the Month of: | Jan-2024 | | Sales Data to: | 31-Jan | % of Sale Days for Month | |
|----------------------|--------------|-----------|----------------|-------------|--------------------------|-------------|
| Total Business Days: | 20 | | Days of sales: | 11 | 55% | |
| Location | Transactions | Net Sales | Budget | % of Budget | Projection | Difference |
| Geared Up | 460 | \$ 18,600 | \$ 38,800 | 48% | \$ 34,000 | \$ (4,800) |
| St Central | 2,618 | \$ 16,200 | \$ 44,600 | 36% | \$ 29,500 | \$ (15,100) |
| St South | 3,465 | \$ 21,600 | \$ 55,700 | 39% | \$ 39,500 | \$ (16,200) |
| Geared Up@NE1 popup | 150 | \$ 4,150 | | | | \$ - |
| | | \$ 60,550 | | | | |

- We have started longer hours for both Stands last week, to test if this is feasible:
 - Stand Central in SE2 is open from 6:30am in the morning, instead of 7:00am, so 30 min. earlier than before.
 - Stand South in SE12 is open to 6:00pm Monday-Thursday, instead of 4:00pm, so two hours later.
 - We will need more data to determine if this is feasible. These hours are chosen with labor efficiency in mind, this is why for now just these hours, not longer.
 - Geared Up@NE1 project is progressing nicely. We hope to open in early February, about two weeks from now. A bit delayed by snow and supply issues.
- **Habitat Pub**
 - Jan 2024 sales flat was initially a bit better now worse than last year
 - Upcoming Events
 - Jan 21 - Resident Event for approx 140 persons,
 - Jan 26 – Jack of All Trades consisting of games and Prizes

2023-2024 Executive Objectives

2023-2024 Executive Objectives
For Council Meeting date of
2024 Jan 22 Update 7

| Name | Position | # | Objectives |
|----------------|-----------------------------|---|--|
| Céline Lorient | President | 1 | <p>Improve students' mental health awareness through hosting 3-5 campus convos. JO w/ VP Student Experience.</p> <p>See Josh and Abdul's updates.</p> |
| | | 2 | <p>Work with the Executive Director Search Committee to appoint a permanent Executive Director. JO w/VP E&S and Chair of HS.</p> <p>Long-list of candidates created. Boyden is organizing group interviews with the Committee.</p> |
| | | 3 | <p>Foster good governance principles and practices by supporting the BCITSA governance review. JO w/BCITSA Government Relations Strategist.</p> <p>Consulted AVP, Students, Lisa Collins and Dan Reader, Board Chair of BCIT BoG for feedback on BCITSA HR Committee proposal. Working with Associate Registrar, Peter Warren to coordinate BCITSA elections with BoG and EdCo. I have been working with Roland, Stewart, and MarCom on BCITSA elections strategy.</p> |
| | | | Miscellaneous |
| Mia Bui | VP Finance & Administration | 1 | <p>Host a Financial Literacy Workshop in November 2023</p> |
| | | 2 | <p>Host Annual Tax Clinic, similar as previous year, but expanding on scope, scale and targeted audience. Joint objective with Simran.</p> |
| Joshua Luu | VP Student Experience | 1 | <p>Support Student Mental Health through Campus Convos, organizing and hosting a series of events throughout the school year. w/ President, Céline & TCE Abdul</p> <p>Communicating with BCIT Counselling and BCITSA Events to plan logistics for day of. Catering will soon come after.</p> |
| | | 2 | <p>Supporting student well-being through mini distress events throughout the school year. w/ TCE, Abdul</p> <p>Discussing next steps, WIP</p> |
| | | 3 | <p>Improving the set rep program as Vice-Chair to the Ad Hod Set Rep Committee & Developing/purchasing merch for BCIT students to improve engagement and branding for BCITSA. w/ SOE, Vrishank</p> <p>Preparing for next SRC meeting and plans for action items to develop progress.</p> |
| Shelby Woida | VP Equity & Sustainability | 1 | <p>Work with the Executive Director Search Committee to appoint a permanent Executive Director</p> <p>Boyden has created a long list of candidates and interviews are currently being conducted</p> |
| | | 2 | <p>Organize a series of fireside chats based on Indigenous education, decolonization, and Indigenous BCIT classrooms</p> <p>Eq&Sus committee are finalizing the Feb 7th decolonizing the classrooms workshop. I am currently working with Andrea Harvey from Health Sciences to find a couple speakers and work on the structure of the event. Registration has been sent out to BCIT staff and so far we have around 18 registered.</p> |

2023-2024 Executive Objectives

2023-2024 Executive Objectives
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| Name | Position | # | Objectives | |
|--------------|-----------------------------------|---|--|--|
| | | 3 | Work with EDI specialist to update SA policies on Territory Acknowledgments and host a series of related workshops | |
| Jimmy Wang | VP External | 1 | | |
| | | 2 | | |
| | | 3 | | |
| Simran Anand | Chair, School of Business + Media | 1 | Host Ask Alumni Workshop pairing a graduate from a certain program working in the industry with a current student for lunch/coffee chat atleast once a month to offer our students the opportunity to gain practical knowledge, career advice, and inspiration from alumni who have excelled in their respective fields. | |
| | | 2 | Reach the goal of 500 members in School of Business + Media Discord channel by the end of May 2024. | |
| | | 3 | Miscellaneous | |
| | | 4 | Host a Tax Clinic in collaboration with the VP Finance and Administration. | |
| | | 1 | Facilitate cross club collaboration within the School of Energy | Initiated a review of clubs policy in liason with a large majority of School of Energy clubs, for suggestions to policy changes and bylaws for the Bylaw and Clubs committees. |

| 2023-2024 Executive Objectives | | | 2023-2024 Executive Objectives For Council Meeting date of 2024 Jan 22 Update 7 | |
|--------------------------------|---|---|---|--|
| Name | Position | # | Objectives | |
| Vrishank Prabhu | Chair, School of Energy | 2 | Begin systematic changes of the set rep program through the Set Rep Program Ad-Hoc committee | Worked with Josh to delegate tasks for the committee and prepare changes for the Bylaw committee in terms of how councillors work with set reps. Also planned set rep meeting with Abdul |
| | | 3 | Host the RC Classic, a past School of Energy event | Objective might be pushed to next year due to a bunch of factors such as reachout, timelines with clubs, and to put more efforts towards industry night and systematic changes to clubs and set reps. SA Marcom team will instead help out with industry night. |
| | | 4 | Host an industry night focused on sustainable transportation and renewable energy. | Parisa and I finished the sponsorship package. Ran it by Marko & Marita (TCE & Energy Business Development Managers) and gained a lot of feedback. Next steps are to work with Marcom to create marketing material, finalize slogan/title of the event and reach out to companies. |
| Justin Saint | Chair, School of Computing and Academic Studies | 1 | Connect with two new industry expert event sponsors for QDS Hacks 2024 in order to increase capacity from 100 to 120 and sell 40 free tickets to students who identify as female, Indigenous, or LGBTQ+ | <p>PHSA confirmed sponsoring Hackathon, level pending</p> <p>Created Hackathon roles for club leaders and general volunteers to fill, in order to distribute necessary tasks better. Computing Club will be in charge of registrants/teams and DevHub will manage the Discord server</p> <p>Met with Roland, Darla, Kirk and Michael regarding SA staff participation in the event</p> <p>Roland joined me for meeting with Heesu from Alumni Association regarding their data collection request as part of the funding</p> <p>Met with Bryan who is creating the Discord server</p> <p>Actively contacting the confirmed sponsors to submit the necessary paperwork and get the deliverables to MarCom</p> |
| | | 2 | Improve communications within the set rep program by creating new and updated documents about set reps that are concise and easy to find | <p>Hosted set rep elections for Term 1 CST, coordinated the arrival of new reps into the BBY Computing Set Rep server</p> <p>List of new reps submitted to Rahul</p> |

2023-2024 Executive Objectives

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| Name | Position | # | Objectives | |
|------------------|---------------------------------|------------------|--|--|
| | | 3 | Host one Computing social event and one karaoke event at the Pub each semester | <p>Met with Mike regarding event details for Drag Show. Need to book a DJ -- Sept DJ not available. Event will start at 5pm and show at 7pm</p> <p>Worked with Winnie on Drag Show posters, discussed possibility of cast interviews with Shaleeta for LINK</p> <p>Cast list finalized -- host Alma B*tches, performers Bongganisa, Gensis, and Margaux Rita</p> |
| Charlene Steeves | Chair, School of Health Science | 1 2 3 4 | <p>Increase interprofessional collaboration and education for School of Health Science students by hosting student-led Power Hour events that bring in speakers to discuss topics relevant to the health sciences field. First event will be held on October 25th, 2023.</p> <p>Increase Set Rep participation and engagement within the School of Health Sciences by the end of the year (May 31, 2024), measured by attendance and feedback.</p> <p>Miscellaneous</p> <p>Help the Executive Director Search Committee appoint a new Executive Director</p> | <p>Have confirmed speakers from Fraser Health and PHSA, waiting on response from VCH. Will be working to create poster and get word out.</p> <p>Received a number of donations. Will be setting up a date and time for students in need to obtain any textbooks or equipment.</p> <p>Have started interviews with potential candidates.</p> |
| | Chair | 1 | Host a De-Stress Event every semester post-midterms for the DTC | <p>Filled up a grant, sent request form to MarCom and Clubs Coordinator to prepare for the next Distress Event</p> |

2023-2024 Executive Objectives

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For Council Meeting date of
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| Name | Position | # | Objectives |
|-------------------|---------------------------------|---|--|
| Matthew Puyat | Chair, Downtown Campus | 2 | Support Student Wellness via advocating for Gym and Rec Services + small Quality of Life Initiatives |
| | | | |
| Daniel Wong | Chair, Aerospace Campus | 1 | Water Bottle Filler |
| | | 2 | Canada Aiports Conference Initiative |
| | | 3 | ATC Flag/Merch |
| | | 4 | Miscellaneous |
| | | | |
| Abdul Aziz Ansari | Chair, SoTCE, Student Spaces | 1 | (Joint objective with Matthew Puyat) Create a feasibility report for the improvement of the DTC gym by January 1st |
| | | 2 | Working with Josh and Celine with the bjective of hosting de-stress events and sunfit for student health |
| | | 3 | Hosting events to create better school to work transition in the school of TCE |
| | | | |

Sent a follow up email from BCIT Student Life regarding the completion of the gym

Contacted Lindsey at aerospace to request BCIT approval for the installation of 2 water bottle fillers.

Students report that 15 Jan food pantry pop-up was welcome and would like to see it happen again.
Posters for the upcoming "jack of all trades" pub event put up at all 3 campuses.
Advancing Reconciliation event info sent to ATC and BMC staff.