

- 1.1 Call to Order
- 1.2 Territory Acknowledgement
- 1.3 Acceptance of the Agenda
- 1.4 Acceptance of the Minutes:
  - 1.4.1 Executive Committee Minutes: August 3, 2024
  - 1.4.2 Executive Committee Minutes: August 25, 2024
- 1.5 Reports:
  - 1.5.1 Executive Director's Report - *Michel P.*
  - 1.5.2 Executive Updates - *Executives*
  - 1.5.3 Summer Business Conducted by the Executive Committee - *Juan L.*
- 1.6 Old Business – None
- 1.7 New Business:
  - 1.7.1 Appointment of Temporary Chair, School of Health Sciences - *Jimmy W.*
  - 1.7.2 Selection Committee Appointment - *Jimmy W.*
- 1.8 Open Forum
- 1.9 Reminders:
  - 1.9.1 Next Council Meeting: October 1, 2024
  - 1.9.2 Councillors Apply to Committees
- 1.10 Adjournment

**Executives:** Jimmy Wang – President  
Juan Lee – VP, Finance and Administration  
Cora Bell – VP, External  
Tanya Fuchs – Interim VP, Student Experience  
Moksh Garg – VP, Equity and Sustainability  
Greyson Dubé – Chair, School of Business & Media  
Russell Moy – Chair, School of Energy  
Adam Matthews-Kott – Chair, School of Transportation, Construction, & the Environment  
Fiona Wong – Chair, School of Computing & Academic Studies  
Eric Chau – Chair, Downtown Campus  
Geoff Vinod Pittappillil – Chair, Specialized Transport Campuses

**Councillors:** Xavier Delaney, Tyler Gravenor, Oscar Gutierrez, Joseph Yuruk, Yan Yiu Li, Bobby Davidson, Ocean Pendharkar, Marisa Price

**Staff:** Michel Pouliot – Executive Director  
Adam Beggs – Executive Assistant & Board Liaison

**Regrets:** Khushmeen Kaur – Councillor

**Guests:** Jo Lin – Member  
Fahad Ahmed Doza – Member

**1.1 Meeting called to Order**

The Chair, Jimmy Wang, calls the meeting to order at 17:30 (19 voting members).

**1.2 Territory Acknowledgement**

Jimmy Wang acknowledged the territory the meeting was held on.

**1.3 Acceptance of the Agenda**

**Motion:**

Be it resolved that the agenda be accepted as distributed.

*Moved by: Jimmy Wang*

*Seconded by: Greyson Dubé*

**17/1/1**

**CARRIED**

**1.4 Acceptance of the Minutes:****1.4.1 Executive Committee Minutes: August 3, 2024****Motion:**

Be it resolved that the Executive Committee minutes from August 3, 2024, be accepted as distributed.

*Moved by: Jimmy Wang*

*Seconded by: Bobby Davidson*

**10/1/8**

**CARRIED**

**1.4.2 Executive Committee Minutes: August 25, 2024****Motion:**

Be it resolved that the Executive Committee minutes from August 25, 2024, be accepted as distributed.

*Moved by: Jimmy Wang*

*Seconded by: Eric Chau*

**13/1/5**

**CARRIED**

**1.5 Reports:****1.5.1 Executive Director's Report**

*- Michel P.*

The Executive director provided a written report, as submitted.

**1.5.2 Executives' Updates**

*- Executives*

The Executives provided verbal updates.

**Eric Chau – Chair, Downtown Campus**

- The Downtown Campus' Thrive! Event needs volunteers. Please connect with Eric Chau to express interest.
- Appointments for the Downtown Councillor positions will be made in the coming weeks.

**Adam Matthews-Kott – Chair, School of Transportation, Construction, & the Environment**

- Adam Matthews-Kott presented to architecture students on the Association and generated interest in Councillor positions.

**Jimmy Wang – President**

- Jimmy Wang, along with Bobby Davidson – Councillor, hold seats on BCIT's Board of Governors. As members they have a platform to advocate for where BCIT spends funds. He requested suggestions from Councillors and Executives on how the funds could be used.

**Greyson Dubé – Chair, School of Business & Media**

- Greyson Dubé will be presenting to more students on the topic of the Association and generating interest in Councillor positions.
- Continuing to appoint and interview applicants for Councillors.

**Fiona Wong – Chair, School of Computing & Academic Studies**

- Conducted Set Rep elections in the Computer Systems Technology (CST) program.
- Building a feasibility study to gauge interest on a potential new event, “Game Jam”.

**Russell Moy – Chair, School of Energy**

- All School of Energy Councillor positions have been filled.

**1.5.3 Summer Business Conducted by the Executive Committee** *- Juan L.*

Juan Lee provided a written report on the business conducted over the summer on behalf of Council, as submitted.

**1.6 Old Business - None****1.7 New Business:****1.7.1 Appointment of Temporary Chair, School of Health Sciences** *- Jimmy W.***Motion:**

Be it resolved that, in accordance with Bylaw 14.5(b), Jo Lin, be appointed as the temporary successor to the position of Chair, School of Health Sciences until a by-election can be held for the position.

*Moved by: Jimmy Wang*

*Seconded by: Greyson Dubé*

**15/1/3**

**CARRIED**

Jo Lin – Member, provided an introduction. She is excited by the opportunity to join the Board to enhance student life at BCIT and build community. She intends to lead with passion and a focus on representation. She cited her strong organization and analytical skills as assets for the position.

Jo Lin – Interim Chair, School of Health Sciences joined the Executive Board at 18:02 (20 voting members).

**1.7.2 Selection Committee Appointment**

*- Jimmy W.*

**Motion:**

Be it resolved that a Councillor be appointed as a member of the Selection Committee, in accordance with Bylaw 5.13(c).

*Moved by: Jimmy Wang*

*Seconded by: Moksh Garg*

Councillors Oceaan Pendharkar & Tyler Gravenor volunteered for the position.

A straw poll was held to select the member for the committee:

Oceaan Pendharkar: 15 votes

Tyler Gravenor: 5 votes

**Motion (amended):**

Be it resolved that Oceaan Pendharkar be appointed as a member of the Selection Committee, in accordance with Bylaw 5.13(c).

**15/0/5**

**CARRIED**

**1.8 Open Forum**

- A question was asked to Jimmy Wang to further explain his goals of his objective to create a code of conduct.
  - The goal is to set protocols that keep Councillors and Executives accountable. There are currently no official expectations beyond the Bylaws, thus leading to potential scenarios where disciplining members of the student government can become ineffective. It would be like a team charter.
  - This would likely be implemented through a motion, perhaps at the AGM.
- A question was asked if the Association will advertise the Set Rep program at the Marine campus.
  - There is an intention to, but due to the remote location it has not yet been accomplished.
- Geoff Vinod Pittappillil requested assistance with recruiting the Specialty Councillor for the Annacis Island campus.
  - Marisa Price offered to poster the campus and promote the position where appropriate.
- A question was asked to Cora Bell to further explain her goals of her objective to create comprehensive list of Bylaw changes.
  - This objective is a continuation of the recommendations made by a former staff member, Stewart McGillivray – Government Relation Strategist. There is also a focus on ensuring previous governance problems do not present themselves again.

**1.9 Reminders:**

**1.9.1 Next Council Meeting: October 1, 2024**

Tuesday, October 1, 2024; 17:30 – 19:30, Council Chambers.

**1.9.2 Councillors Apply to Committees.**

- There are seven standing committees for Councillors to apply to. This can be done through a form sent with the onboarding documents.
  - A discrepancy between the form and the standing committees was noted. The Set Rep ad hoc committee is no longer a committee as it completed its term. Adam Beggs will correct the error on the form.

**1.10 Meeting Adjournment**

It was moved by Jimmy Wang and seconded by Fiona Wong that the meeting be adjourned.

**Unanimous CARRIED**

The meeting was adjourned at 18:31.

**Minutes Recorded by**

Adam Beggs

**Approved by Council on:**

October 1, 2024

I have officially stepped into the role of Executive Director as of the 19<sup>th</sup> of August. Since the last week my focus has been on meeting with each of my departments and identify how they are doing, what is working well, what are the challenges they are facing and begin the process of identifying short- and medium-term goals to help me focus my attention in the next few months. I have also been working with Adam and Sameer to organize board development training which was delivered on Saturday the 7<sup>th</sup> of September. I have also been involved with interview panels to hire advocacy specialists.

Since starting I have met with the program directors or managers responsible for: Finance, Student Engagement, The Senior Advisor of Strategic Policy, People and Culture, food Services, well-being, leadership, retail services, advocacy and Childcare. Challenges and opportunities identified from those initial meetings are translated into action items. I am developing a work plan to ensure we address the challenges in each department. This also has provided an opportunity to touch on some of the objectives identified by executives and it is generating some important and helpful conversations. I have had some external meetings with the Senior Director, Student Success, Laura Vail. These conversations are helpful in identifying potential opportunities for further collaboration with BCIT.

We delivered an executive training session on the 7<sup>th</sup> of September with Sameer Ismail, our senior strategic policy advisor, leading the delivery of a Roberts Rule of Order workshop. That session included role playing exercises, and role plays that proved very effective in practicing the meeting chairing steps important to make any meeting successful. We used some of the available time to do a bit more work on Objectives.

We experienced unusually high turnover over the summer months. With some of the departments, and particularly in the student services portfolio, I have provided support to the teams by sitting in on interviews. This provided a great opportunity to get to know programs and the demands placed on front line roles. Addressing staff morale issues has been and will continue to be one of my priority.

2024-2025 Executive Objectives			Objectives
Name	Position	#	
Jimmy Wang	President	1	Create and implement a 'Code of Conduct' for Student Executives & Councillors
		2	Form a plan for new SA space for proposed new building - consult w/Executive Board, Council, Set Reps. Work in tandem w/VPX & Alumni Association
		3	Implement Governance Review recommendations. Assist Bylaw Committee with Bylaws review and move items from Bylaws to Policy as necessary. Ensure all out of date policies are updated and reviewed.
Juan Lee	VP, Finance & Administration	1	Objectives still being developed.
		2	
		3	
Cora Bell	VP, External	1	Create a bursary for a student who must travel outside of the Lower Mainland for a mandatory practicum.
		2	By the end of January, create and distribute a guide for Councilors about SA governance structure and the role of Council/Councilors.
		3	Complete a full review of the current Bylaws and develop a comprehensive list of proposed amendments to recommend to the Bylaw Committee and Council.
Tanya Fuchs	VP, Student Experience	1	Objectives still being developed.
		2	
		3	

2024-2025 Executive Objectives			Objectives
Name	Position	#	
Moksh Garg	VP, Equity & Sustainability	1	Objectives still being developed.
		2	
		3	
Greyson Dubé	Chair, School of Business & Media	1	Objectives still being developed.
		2	
		3	
Russel Moy	Chair, School of Energy	1	Objectives still being developed.
		2	
		3	
Fiona Wong	Chair, School of Computing & Academic Studies	1	Objectives still being developed.
		2	
		3	

2024-2025 Executive Objectives			Objectives
Name	Position	#	
Vacant	Chair, School of Health Sciences	1	
		2	
		3	
Adam Matthews-Kott	Chair, Schools of Transportation, Construction & the Environment	1	Objectives still being developed.
		2	
		3	
Eric Chau	Chair, Downtown Campus	1	Objectives still being developed.
		2	
		3	
Geoff Vinod Pittappillil	Chair, Specialized Transport Campuses	1	To advocate for the establishment of financial bursaries specifically tailored for international students across all BCIT Schools, aiming to alleviate the financial burdens associated with higher tuition fees, cost of living, and limited work opportunities. This initiative seeks to ensure equitable access to education, support student well-being, and enhance the overall academic experience for international students.
		2	Transform the contemplation room at ATC into a vibrant student lounge featuring a gaming console, comfortable couches, and various recreational activities to enhance representation and awareness of SA services.

2024-2025 Executive Objectives			Objectives
Name	Position	#	
		3	Redefine the ATC Councillor position into a Specialty Councillor role to address the significantly lower level of SA representation and the unique amount of work required at specialty campuses (ATC, BMC, and AIC). The goal is to develop a fully accessible and functional model similar to what exists at the Burnaby/Main Campus.

## **Report: Summer Business Conducted by the Executive Committee**

During the summer the Executive Board acts on behalf of Council, in accordance with Bylaws 6.4 through 6.7. The Executive Committee is the title of the body formed to represent Council in the summer.

Every year, at the first meeting of Council, the Executive report on the business conducted during the summer, in accordance with Bylaw 6.8. In October, Council will review all motions adopted by the Executive Committee, so they can be approved, altered or rescinded, in accordance with Bylaw 6.4(d).

### **Resignations & By-Election**

On August 13, Ryan Lim – VP, Student Experience and Megan Jewell – Chair, School of Health Sciences resigned from their positions on the Board.

A by-election will be held for these positions. The Executives determined that thirty days after their resignations was not an optimal time to hold a by-election and have set a timeline to open nominations on September 18, open voting on October 10, and announce results on October 18.

On August 25, the Executive Committee appointed Tanya Fuchs as temporary VP, Student Experience, in accordance with Bylaw 14.5(b).

### **Patio Feasibility Study**

The Executive Committee approved an expenditure of \$16 300 plus disbursements from the Student Space Development Fund for a feasibility study. The primary objective being to establish direct access from Council Chambers to the balcony patio, increasing usability and aesthetics. This feasibility study came as a recommendation from BCIT, ensuring it was the best possible price for this project.

Once the study is complete, Council will decide if the Association will move forward with the renovation.

## **Committee Appointments**

The seven standing committees of the Association had vice-chairs and members appointed from the Board, in accordance with Bylaw 12. The following list notes the committees and their current members:

- **Student Space Development Committee**
  - Chair: Adam Matthews-Kott
  - Vice-Chair: Geoff Vinod Pittappillil
- **Bylaw Committee**
  - Chair: Juan Lee
  - Vice-Chair: Cora Bell
- **Clubs Committee**
  - Chair: Tanya Fuchs
  - Vice-Chair: Fiona Wong
- **Advocacy & Policy Committee**
  - Chair: Cora Bell
  - Vice-Chair: Greyson Dubé
- **Equity & Sustainability Committee**
  - Chair: Moksh Garg
  - Vice-Chair: Eric Chau
- **Finance Committee**
  - Chair: Juan Lee
  - Vice-Chair: Adam Matthews-Kott
- **Human Resources Committee**
  - Chair: Jimmy Wang
  - Vice-Chair: Cora Bell
  - Members: Greyson Dubé, Adam Matthews-Kott

## DECISION NOTE

September 13, 2024

**PREPARED FOR:** BCITSA Council

**PREPARED BY:** Adam Beggs – Executive Assistant & Board Liaison

**ISSUE:** Appointment of Temporary Chair, School of Health Sciences

### MOTION:

Be it resolved that, in accordance with Bylaw 14.5(b), Jo Lin, be appointed as the temporary successor to the position of Chair, School of Health Sciences until a by-election can be held for the position.

### BACKGROUND:

Due to the resignation of Megan Jewell – Chair, School of Health Sciences in August, a temporary successor may be appointed to fill the position until the by-election is held. Council may appoint any Member in good standing that is also eligible to stand for election to this position. The resolution must pass with a two-thirds (2/3) majority.

#### Bylaw References:

**14.5.** Subject to Bylaw 14.6, in the event of a vacancy of an office, including due to the resignation, death or impeachment, of:

**(b)** any Executive other than the President, Council may by a Two-Thirds (2/3) Resolution of Council appoint any Member who would be eligible to stand for election to be an Executive, as a temporary successor to assume the vacant office of such Executive until a by-election can be held for the position.

## DECISION NOTE

September 10, 2024

- PREPARED FOR:** BCITSA Council
- PREPARED BY:** Adam Beggs – Executive Assistant & Board Liaison
- ISSUE:** Selection Committee Appointment

### MOTION:

Be it resolved that \_\_\_ be appointed as a member of the Selection Committee, in accordance with Bylaw 5.13(c).

### BACKGROUND:

Due to the resignations of Vice-President, Student Experience and Chair, School of Health Sciences in August, a by-election will need to be held for these positions. The Selection Committee will need to be formed prior to the By-Election. Currently, the committee consists of Fiona Wong (Chair) and Eric Chau (Vice-Chair). One Councillor must be appointed as a member of the committee.

The following Bylaws restrict who can vote and be appointed to the position.

- **Bylaw 5.13(d)** any Executive running for re-election shall not be permitted to be a member of the Selection Committee or cast a vote to name a member of the Selection Committee;
- **Bylaw 5.13(e)** no member of the Selection Committee shall be eligible to stand for election as an Executive;

The primary duties of the committee are stated in **Bylaw 5.13**: The Selection Committee shall be responsible for appointing members of the Election Committee and the Appeals Committee, in addition to nominating eligible BCIT students to serve on the Decision Review Board.

Bylaw References:

### **Selection Committee**

**5.13.** The Selection Committee shall be responsible for appointing members of the Election Committee and the Appeals Committee, in addition to nominating eligible BCIT students to serve on the Decision Review Board, and shall be supported by senior staff members of the Association as designated by the Executive Director. The Committee consist of the following individuals:

(a) Vice President Student Experience;

(b) one Executive, as vice-chair, as appointed by the Executive Committee, such appointment to be reviewable under 6.4(d); and

(c) one Councillor, to be appointed by Council, subject to the following restrictions and exceptions:

(d) any Executive running for re-election shall not be permitted to be a member of the Selection Committee or cast a vote to name a member of the Selection Committee;

(e) no member of the Selection Committee shall be eligible to stand for election as an Executive;

(f) in the event that the Vice President Student Experience is seeking election to an Executive position named in Bylaw 4.1, and is therefore ineligible to sit on the Selection Committee pursuant to Bylaw 5.13(d), an alternate member of the Selection Committee shall be appointed by the Executives subject to the procedures and restrictions of this Bylaw;

(g) in the event that there are fewer than three (3) Executives eligible to vote to select members of the Selection Committee, such vote will be carried out by Student Councillors and eligible Executives, if any, provided that no Executive or Councillor running for election as an Executive shall be permitted to vote; and

(i) No Councillor voting on an appointment to the Selection Committee under this provision shall be permitted to stand for election as an Executive;

(h) in the event that no Executive is eligible to be appointed to the Selection Committee as a result of Bylaws 5.13(d) and (e), Councillors may also be appointed to the Executive seats on the Selection Committee, subject to the procedures and restrictions of this Bylaw.