

Council Meeting  
Agenda  
Monday, November 14, 2022  
17:30 PM – 19:30 PM  
Council Chambers

- 4.1 Call to Order
- 4.2 Acceptance of the Agenda
- 4.3 BCIT Fees Consultation *- Lisa C & Team*
- 4.4 Acceptance of Minutes
- 4.5 Reports
  - 4.5.1 Executive Director's Report *- Yael Z.*
- 4.6 Old Business
  - 4.6.1 Executive Update *- Executive Team*
- 4.7 New Business
  - 4.7.1 EXT-1, EXT-2, and EXT-3 – Review & Update *- Nolan N.*
  - 4.7.2 Childcare New Spaces Fund Ineligible Expenses *- Yael Z.*
  - 4.7.3 Childcare Centre Additional Lease Term Sheet *- Yael Z.*
- 4.8 Open Forum
- 4.9 Reminders
  - 4.9.1 Annual General Meeting: 2022-11-29 @ 17:30 in Council Chambers
  - 4.9.2 Next Council Meeting: 2022-11-1 @ 19:30 in Council Chambers
- 4.10 Meeting Adjournment

*Please refer to attached materials.*

**Council Meeting**  
**Monday, November 14, 2022**  
**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  
Cody Pallin – Chair, School of Transportation, Construction, and the Environment  
Vrishank Prabhu – Chair, School of Energy  
Theo Robson – Chair, Aerospace Technology Campus  
Amanda MacKearney – VP Equity & Sustainability  
Joshua Luu – Chair, School of Business+Media  
Ashley Obeck - BMC Satellite Councillor

**Guest:** Lisa Collins, Tish Pekeles, Laura Vail, and Sarah Dunn

**Staff:** Yael Zachs – Executive Director  
Minnu Bennichan – Administrative Coordinator  
Nicholas Johnson – Business Systems Specialist

**Councillors:**

Erik Zhao	Dan Minster
Cailin Shires	Laurie Solkoski
Daniel Mah	Matthew Puyat
Catherine Lam	Dennis Phan
Anmol Sidhu	Ashley Le
Crystal Man	Sha Gilani
Andrew Warren	Nicolas Johnson
Shelby Woida	Yasmin Gardy
Gareth Moon	Owen Rains
Sharon Madavana Govindan	Karandeep Singh Kullar
Lata Kumari	Andrew Pham
Laurel Kinahan	Ruby Hsu

**Regrets:** Alyssa Ilich Carrie Liang

**Student:** Stewart McGillivray

#### 4.1 Meeting Called to Order

The Chair, Liam, calls the meeting to order at 17:39 (37 voting members, including the Chair).

#### 4.2 Acceptance of the Agenda

**Motion:**

Be it resolved that the agenda be accepted as distributed.

*Moved by: Mo Baydoun*

*Seconded by: Owen Rains*

**Unanimous**

**Carried**

#### 4.3 BCIT Fees Consultation

- The BCIT Student Life and Finance teams provided insight into the financial context of BCIT and discussed the proposed increase in fees: a 2% increase in tuition and mandatory fees, a new Mandatory Student Technology Fee, a market rate increase to a full-time International Differential Factor (IDF) rate, and an increase in the student housing fees.

**Discussion:**

- What is your recovery strategy?
  - We are planning to increase revenue and save costs.
- Is there a breakdown for the IDF program?
  - We are still working on it.
- In comparison to other universities, BCIT 's affordable rate is one major attraction among international students.
- Part-time students don't have access to some of the technologies like Adobe, Zoom (access is limited), etc. It was recommended to consider that with the increase in Technology Fee.
- How do you anticipate recovering from the deficit?
  - We are working on Cost Control, Increase Revenue, and Funding Review.

#### 4.4 Acceptance of the minutes

**Motion:**

Be it resolved that the Council Meeting minutes from 2022-10-31 be accepted as distributed.

*Moved by: Laurel Kinahan*

*Seconded by: Nicolas Johnson*

**Unanimous**

**Carried**

#### 4.5 Reports

#### 4.5.1 Executive Directors Report

- As submitted.
- Staff announcement
- Upcoming Events: Winter Fest and Hackathon

#### 4.6 Old Business

##### 4.6.1 Executive Updates

- As submitted.
- Chair, DTC mentioned her initiative in running a tabling event for increasing the visibility of SA services at the Downtown Campus. She is also working on the preliminary stages for conducting an event for students at DTC for the winter term.

#### 4.7 New Business

##### 4.7.1 EXT Policy Update

- As submitted.

###### **Motion:**

Be it resolved that the proposed amendments to external policy positions "EXT-1 Student Affordability", "EXT-2 Needs-based Grants", and "EXT-3 Ancillary Fees" be adopted.

*Moved by: Nolan Nordwall*  
31/0/6

*Seconded by: Joshua Luu*

**Carried**

###### **Motion:**

Be it resolved that the proposed changes be accepted as amended.

*Moved by: Nolan Nordwall*  
37/0/0

*Seconded by: Cody Pallin*

**Carried**

###### **Discussion:**

- Government of Canada has eliminated the interest on student loans
- Following are the changes that are proposed and accepted:
  - On PDF page 17, in the table of changes for EXT-1, change "due to the interest charged by the federal government" to "due to the interest rates previously charged by the federal and provincial government".
  - On PDF page 18, in the table of changes for EXT-2, change "due to the interest rates charged by the federal government and some provinces" to "due to the interest rates charged by some provinces and previously by the BC and federal governments".

##### 4.7.2 Child Care New Spaces Fund Ineligible Expenses

- As submitted.

**Motion:**

Be it resolved that the Council approves BCITSA to allocate \$85,250 to ineligible project costs associated with the submission of the ChildCare BC New Spaces Fund application, and that further possible ineligible costs, due to inflation or added expenses, will be considered as needed and presented to Council.

*Moved by: Yasmin Gardy*  
32/0/3

*Seconded by: Owen Rains*

**Carried**

**Discussion:**

- Has there been any question to know if BCIT is interested to run Childcare?
  - No. They are not interested in running the Childcare.
- Are we able to get any revenue from Childcare?
  - We are breaking even. The government is paying to meet the operational cost. But we do have a building loan.

**4.7.3 Childcare Center Additional Lease Term Sheet**

- As submitted.

**Motion:**

Be it resolved that the Council agrees to go in camera.

*Moved by: Yasmin Gardy*

*Seconded by: Crystal Man*

**Unanimous**

**Carried**

**Motion:**

Be it resolved that the Council approves the BCITSA Childcare Centre Additional Lease Term Sheet.

*Moved by: Laurel Kinahan*  
33/0/3

*Seconded by: Dan Minster*

**Carried**

**Motion:**

Be it resolved that the Council agrees to go out of camera.

*Moved by: Nolan Nordwall*

*Seconded by: Daniel Mah*

**Unanimous**

**Carried**

**4.8 Open Forum**

- VP External notified that they are working on a new External Policy. The motion will be proposed at the November 28<sup>th</sup>, 2022, meeting.

**4.9 Reminders**

**4.9.1 AGM – 2022-11-28 @ 17:30 in Council Chambers**

**4.9.2 Next Council Meeting: 2022-11-28 – immediately after the AGM, in Council Chambers**

**4.9 Meeting Adjournment**

It was moved by Nicolas Johnson and seconded by Laurel Kinahan that the meeting be adjourned.

**Unanimous Carried**

The meeting was adjourned at 18.29.

**Executive Director Report  
November 14, 2022**

**Follow up from October 31, 2022, questions:**

- **Doggy Destress:** We have one more Doggy De-Stress scheduled at the Burnaby campus this term for November 24<sup>th</sup> in partnership with BCIT's Exam Jam. The dogs will be in both SE2 and the Library from 11am to 1pm.
- **Charging Stations at Tim Hortons:** I have emailed BCIT advising them that students would like charging stations. I have not heard back on my email yet.
- **Microwave at ATC:** There should be a total of 6 microwaves at ATC. We currently have accounted for 5, and one seems to have been moved and we are trying to locate where it is. Four of the units have holes in the door mesh. We have ordered parts and doors will be replaced soon. If we are not able to locate the 6<sup>th</sup> microwave soon, we will replace it.
- **Community Fridge at Specialty Campuses:** Currently, the plan is to implement a Community Pantry at both ATC and DTC. We do not have plans to bring a Community Fridge to any Specialty campuses purely because we don't have dedicated full-time staff working at these campuses, and the fridges are difficult to maintain (cleaning up messes, ensuring donated food is appropriate and food safe, monitoring temperature, etc). The Community Pantry will be a cabinet with shelves and bins inside. Students and staff may donate to the pantry or take from the pantry. We are working on securing partnerships to ensure the pantry is always stocked.

**Student Services:**

The Student Services team is excited to announce several personnel shifts and new hires. Laurie Sinnott-Lee will become the Director of Student Services on January 3<sup>rd</sup>. We are currently conducting a search for her replacement and a new Career Services Manager.

Giovanna Catussi Pinheiro will be replacing Danielle Landeta-Gautier in the position of Wellness & Advocacy Manager, and Naru Ota, former Clubs Coordinator, has accepted a permanent position with the Wellness & Advocacy department as an Advocacy Specialist. Replacing her in the role of Clubs Coordinator is Jeffery Chau, former Administrative Assistant at the SA Centre. We are currently looking for Jeffery's replacement and hope to have someone hired for early January. In the meantime, we've hired two student assistants to help with SA Centre Front Desk coverage.

Career Services has a new Career Specialist for the School of Construction & Energy, Gila Schroeder. Gila comes from the YMCA and has experience with career development and government funded programming and is also enrolled in a counselling masters program. We've also re-hired retired Career Specialist Kim Kavanagh on a part-time basis to bring career services to ATC and AIC.

### Childcare:

Our canopy project is starting to show progress. Last week they came with the cement truck to start filling this massive hole in these photos. It is like a field trip for the children every day as they watch the construction.

We are thrilled to announce the hiring of Jackie Moon as a full-time ECE in our Little Duckling Room. Jackie has been working on-call with us since 2020 and is now joining the team full-time.



### Food & Retail:

**Pavilion:** For the month of October, the store made close to **\$126,000** in net sales. For the comparable period in October 2021, the store made \$106,580 in net sales, which is an 18% increase. The budget for October was \$165,700, so we made 76% of the budget. For the month of September, the store made over **\$111,000** in net sales. For the comparable period in September 2021, the store made over \$106,800 in net sales, which is a 4% increase. The budget for September was \$152,700, so we made 73% of the budget.

We will continue offering evening hours until 7pm, Monday-Thursday. At this time, our average patronage is 59 clients and \$375 in sales during these three hours.

We have rolled out two new items, Bacon Jam Burger and Brunch Burger as specials.

**Stand South:** For the month of October, the store made over **\$59,000** in net sales. For the comparable period in October 2021, the store made \$51,700 in net sales, which is a 15% increase. The budget for October was \$70,000, so we made 85% of the budget. For the month of September, the store made **\$55,000** in net sales. For the comparable period in September 2021, the store made \$43,400 in net sales, which is a 27% increase from last year. The budget for September was \$65,000, so we made 85% of the budget. The store is currently open until 4pm Monday to Friday.

**Stand Central:** For the month of October, the store made over **\$36,000** in net sales. For the comparable period in October 2021, the store made \$26,400 in net sales, which is 38% increase. The budget for October was \$47,000 , so we made 78% of the budget. For the month of September, the store made **\$35,000** in net sales. For the comparable period in September 2021, the store made \$22,300 in net sales, which is 57% increase from last year. The budget for September was \$42,300, so we made 83% of the budget. The store is currently open until 4pm Monday to Friday.

**Geared Up:** For the month of October, the store made over **\$36,000** in net sales. For the comparable period in October 2021, the store made \$30,500 in net sales, which is 18% increase from last year. The budget for October was \$33,500, so we surpassed the budget by 7%. For the month of September, the store made **\$59,000** in net sales. For the comparable period in September 2021, the store made \$60,000 in net sales, which is a 2% decrease. The budget for September was \$69,100, so we made 85% of the budget. This is related to decline in school supplies purchases, which are seasonal.

**Habitat Pub:** Sales are up \$2,000 compared to this time last year. Monday to Wednesday have continued to be slow. We are doing daily food specials to drive some business these days. Last Friday we did just under \$6,000 in sales for the day which is our best day since the last day of exams in December 2021.

#### **Marketing, Communications, Events and Publications:**

- Career Services QR Code/Poster created for joint project with BCIT Student Life Office to collect feedback data from Specialty Campuses.
- Career Workbook is finished and will be available digitally and by print-on-demand.

#### **Upcoming events:**

- Winterfest – November 29
- Hackathon – January 6 to 8

## 2022 2023 Executive Objectives

	Position	#	Objective	Objective Update	Next Steps	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).	I emailed Jennifer Kerr to ask for the update but have not got a reply. Asked Eric Fry (Chair of Education Council) in Executive meeting regarding the program structural change - he recommends talking to the Program Head (Jennifer Kerr) and the Associate Dean, if the Program Head not taking seriously, and might gather opinions of Intl' students regarding the issue.	Conduct a survey re opinions of Intl' students about the Work term in Bachelor; contact ISC about the change in limitations of working hours for international students next year.	
		2	Collaborate with BCIT Wellness and BCIT Accounting Association (and/or other parties if applicable) to host an annual BCIT Tax Clinic.	Had a meeting with Tara and Amy regarding the Tax Clinic. Amy has a lot of experiences with Tax Clinic so she filled me in with what needs to be done and planned ahead.	Start the planning process, which includes the scope, size, timing and human resources needed of the Tax Clinic. Will have a rough plan by the end of November - start of December.	
Tanya Fuchs	VP Student Experience	1	Increase student engagement with the BCITSA by planning and executing a year-end block party by May 2023.	Currently helping out with the preparation of Winter Fest. Marketing the event as well as finalizing entertainment.	See how the event goes, and determine if a community festival in the spring would be feasible with Marcom team.	
		2	Support Wellness and Clubs staff in organizing and hosting the "Food Fight" food drive contest to support the Food Pantry program.	Postponed until January.	Email Clubs and wellness staff in January.	
		3	Perform an SKU analysis for the Stand stores and make recommendations for product offerings.	Requesting sales data and any past analytics done on it.		
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			
		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.			
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			Spoke to external parties about future funding of 'mental health dinner' if the data from the pilot is robust, increased Jack.org support, and access to key notes speakers that have lived experience with mental illness. Céline is aware.
		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).		Promote event.	
		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.)	Received an update from the school, there are only three programs in the SoE that start in the winter - instead, we will focus on this objective to be executed during Fall 2023 and do all the planning next semester.	Organize merch, reach out to program administrators/program heads and plan what information we want to relay to students	

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	So the Link magazine article about the SoE took a different direction than anticipated, but I'm creating an article for the intramural sports teams at BCIT (not entirely SoE related). Hopefully for the next edition we can get a sort of Q&A article going!	Find ways better than having students fill out surveys for information - possibly approach students in labs or classrooms offering SA stuff or prizes (gift cards)	Had a successful set rep meeting and working with councillors to plan the movie night and orientation outreach
		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)	Had a meeting with Marko, the business development manager for the SoE. Summary - loves clubs (passionate about WEC and happy about ESS), would like to come to a set rep meeting next semester. Got in contact with Gila, Phillip's successor. Will stay in communication for future events planned for SoE. Robotics club is up and running, plans to work with ESS and IEEE. Movie night planned for Nov 24 - more details to come, but hoping everyone can come! It will be in SE6-233 (Telus Theatre) from 6PM-9PM	Plan and promote the movie night, work with more SoE clubs and stay in contact with Marko for future events. Organize a meeting with Gila once they are settled into the position a little more.	
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 Loriot	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).	Marcom has completed our designs. Mike confirmed catering!	Begin marketing promotion of the event.	I have been helping mediate student concerns across different programs within the School of Health Sciences. I also sent mass emails reminders (3-weeks advance notice) to my set reps and students within the School of Nursing to register for the AGM on November 28.
		2	Promote the health and wellness of students by hosting two sports day competitions in <b>Spring 2023</b> (joint objective w/Mo).	Mo is conducting a feasibility report.	Begin planning during <b>Winter break</b> .	Confirmed three industry professionals for my Mental Health Panel on December 1. I will edit my tentative agenda that will be disbursed one week before the meeting.
		3	Strengthen the health sciences family at BCIT by hosting an end-of-finals social event on <b>November 25th</b> at Habitat to boost morale. I aim to have health science trivia games, door prizes, and coincide the event with a burger and beer promo.	Still awaiting response from Mike on operations (if the pub hours can be extended on November 25).	If the event does not go to plan, I will rebrand it as an after class meet up ( <b>3pm-5pm</b> ).	I provided student feedback on the bargaining of the BC nurses' collective agreement.
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	Scheduling meetings with School of Transportation Dean, Steve Perry and Associate Dean, Eric Fry whom has a long term history with the School of Transportation.	Meet with them	Further investigation and communication about Specialty Campus amenity needs such as pursuing to determine who owns the DTC parking spaces and the ability to instal squat racks in DTC's gym
		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.	Package is ready to be presented for the AGM	Present package at AGM	Air Purifier for SW3 3660, was notified by students that the room's air quality was an issue. Working with the associate dean to get two air purifiers
		3	[ended]			
		4	[ended]			Helped book and host WIE Icebreaker that was collaboration of many clubs related to my schools such as WIE, ESS, CSCE and IEEE
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.			
		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.			
		3	Develop a planned, new DTC Student event for the Winter term.			
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.		
--	--	---	--	--	--

## Student Leader Reports

Name	Position	Report	Optional - Other Notes
Ashley Obeck	BMC Satellite Councillor		
TBD	AIC Satellite Councillor		

## Committee Reports

Committee	Report by	Last Meeting	Next Meeting	Optional - Other Notes
Finance	Mia Bui	Meeting on Oct. 20	Meeting on Nov. 17	
Student Spaces	Cody Pallin	Informal: October 17th		
Bylaw	Mia Bui	Meeting on Nov. 3		The committee has reviewed the Bylaws and propose a 17-page amendments to the Bylaws for the AGM.
Advocacy & Policy	Nolan Nordwall	N/A, Committee just formed		
Clubs	Tanya Fuchs	No meeting in November yet	Will set a date once Clubs Coordinator has moved into thier role.	
Board of Governors	Liam Lauren			
Education Council	Tanya Fuchs		16-Nov-22	
Alumni Board	Nolan Nordwall			
Equity & Sustainability	Amanda MacKearney			

## DECISION NOTE

November 8, 2022

<b>PREPARED FOR:</b>	BCITSA Council
<b>PREPARED BY:</b>	Nolan Nordwall and Stewart McGillivray
<b>ISSUE:</b>	Updating three External policies

### RECOMMENDATION:

That Council adopt the proposed amendments to External Policy Positions “*EXT-1 Student Affordability*,” “*EXT-2 Needs-based Grants*,” and “*EXT-3 Ancillary Fees*” in accordance with the requirements found in Bylaw 24.7.

#### MOTION:

*Be it resolved that proposed amendments to external policy positions “EXT-1 Student Affordability,” “EXT-2 Needs-based Grants,” and “EXT-3 Ancillary Fees” be adopted.*

(needs 2/3 majority) (notice provided at October 31st, 2022 Council meeting)

### BACKGROUND

Council has the authority to adopt External Policy Positions ([link](#)), and is responsible for regularly reviewing them and adopting amendments or repeals where applicable. This process was introduced in late 2020 and six External Policy Positions have been adopted since that time.

Over the years, the format for these documents has varied somewhat and it would be preferable if they were standardized along the lines of existing EXT-4, EXT-5, and EXT 6 currently found on the website ([link](#)). Furthermore, the first three policies do not have explicit review dates and this should be corrected.

Finally, all policies should be regularly reviewed to ensure that the language is clear and the citations are current. This motion proposes to update multiple sections of each of EXT-1, EXT-2, and EXT-3 without altering the underlying meaning of the positions taken by Council under this process.

The current EXT-1, EXT-2, and EXT-3 can be found on the website ([link](#)) and the proposed review dates would see those three more thoroughly reviewed by the Advocacy and Policy Committee during the current 2022-23 term of Council. Currently, no review dates are properly specified in those policies.

**OLD:**

Subject: Student Affordability	Policy No: Ext-1	Last Reviewed:
Approved by:	Managed By:	Next Review:

**NEW:**

<b>Subject:</b> Student Affordability	<b>Policy Number:</b> EXT-1	<b>Last reviewed:</b> 2021 Jan. 11
<b>Approved by:</b> Council	<b>Managed by:</b> Advocacy & Policy Committee	<b>Next review:</b> 2023 Apr. 30

**OLD:**

Subject: Needs-Based Grants	Policy No: Ext-2	Last Reviewed:
Approved by:	Managed By:	Next Review:

**NEW:**

<b>Subject:</b> Needs-based Grants	<b>Policy Number:</b> EXT-2	<b>Last reviewed:</b> 2021 Jan. 11
<b>Approved by:</b> Council	<b>Managed by:</b> Advocacy & Policy Committee	<b>Next review:</b> 2023 Apr. 30

**OLD:**

Subject: Ancillary Fees	Policy No: Ext-3	Last Reviewed: (approval date)
Approved by: _____	Managed By: Advocacy & Policy Committee	Next Review: in two years

**NEW:**

<b>Subject:</b> Ancillary Fees	<b>Policy Number:</b> EXT-3	<b>Last reviewed:</b> 2021 Mar. 8
<b>Approved by:</b> Council	<b>Managed by:</b> Advocacy & Policy Committee	<b>Next review:</b> 2023 Mar. 31

**Style:**

In EXT-1 and EXT-2, the header “SUMMARY” should be deleted.

In EXT-1 and EXT-2, the word “Policy Statement” should be replaced with “Policy Rationale:”.

In EXT-1 and EXT-2, the word “Policy” should be replaced with “External Policy Position:”.

In EXT-3, a colon should be added after “Policy Rationale”.

In EXT-1, EXT-2, and EXT-3, the Roman numerals “i.” and “ii.” indicating what the Association supports and opposes, respectively, should be replaced with “1.” and “2.”.

In EXT-1, EXT-2, and EXT-3, the lower-case letters listing what the Association supports and opposes should be capitalized, i.e. “a.” should become “A.”, etc.

In EXT-1, EXT-2, and EXT-3, the Roman numerals used in the footnotes, i.e. “i” and “ii”, should be replaced with Arabic numbers, i.e. “1” and “2”.

In EXT-1, the following changes should be made:

Current language	New language
“Although policies such as the cap on fee increases - to a maximum of 2%- have been in place [...]”	“Although the <i>Tuition Limit Policy</i> , which caps domestic tuition increases at 2% annually, have been in place [...]”
“[...] the proportion of provincial funding decreased by 24% in BC.”	“[...] the proportion of post-secondary institutional funding from the B.C. government decreased by 24%.”
“To compensate for this discrepancy, [...]”	“To compensate for this decline, [...]”
“Additional policies continue to be necessary to ensure ancillary fees are not used to circumvent tuition increases (either by the addition of new fees or increase of existing fees).”	<del>Additional policies continue to be necessary to ensure ancillary fees are not used to circumvent tuition increases (either by the addition of new fees or increase of existing fees).</del>
“[...] with a bachelors [...]”	“[...] with a bachelor’s degree [...]”
“[...] they represent another cost that affects the affordability of education as students will often accrue interest on their loans.”	“[...] they often represent an additional cost that can negatively affect the affordability of education, due to the interest charged by the federal government.”
“A review of the provincial governments funding model [...]”	“The ongoing review of the provincial government’s funding model [...]”

Further, the entirety of “The Student Association opposes: [...]” should be deleted, as it is fully covered by the provisions of EXT-3 relating to mandatory ancillary, i.e. non-tuition, fees.

In EXT-2, the following changes should be made:

Current language	New language
“[...] and end up paying more for their education due to the interest incurred on their loans.”	“[...] and end up paying more for their education due to the interest rates charged by the federal government and some provinces.”
“[...] the BC Access grant”	“[...] the BC Access Grant”
“[...] the first of its kind in over 16 years.”	“[...] the first of its kind in almost two decades.”
“Grants eligibility does not negatively discriminate on the basis of program, course load, or length of study.”	“Student grants eligibility treating applicants equally with respect to program, course load, or length of study.”

In EXT-3, the following changes should be made:

Current language	New language
“[...] while government funding stagnates.”	“[...] while funding from government stagnates.”
“As those paying the fee, students are warranted better access so as to understand the benefits and costs.”	“As those paying the fee, students deserve a greater opportunity to understand the costs and benefits of mandatory fees.”
“[...] this has not stopped ancillary fees from increasing exponentially.”	“[...] this has not stopped ancillary fees from increasing exponentially at some schools.”

A URL should be added to the third footnote, BC mandatory fees at public post-secondary institutions.

## INFORMATION NOTE

November 14, 2022

<b>PREPARED FOR:</b>	BCITSA Council
<b>PREPARED BY:</b>	Yael Zachs, Executive Director
<b>ISSUE:</b>	Childcare Proposal – Ineligible Expenses

### RECOMMENDATION:

#### MOTION:

*Be it resolved that Council approves BCITSA to allocate \$85,250 to ineligible project costs associated with the submission of the ChildCare BC New Spaces Fund application, and that further possible ineligible costs, due to inflation or added expenses, will be considered as needed and presented to Council.*

### BACKGROUND:

The BCIT Student Association, in partnership with BCIT, is working on the development of an application for funding in response to a Request for Proposals from the Ministry of Education and Child Care for new childcare spaces. If successful, BCITSA will receive funds of a minimum of \$3.7 million from the Provincial Government to fund the development of a new childcare center in the Burnaby campus to serve 62 children under the age of 5.

The project includes expenses that are considered ineligible projects costs (costs that will not be funded by the Provincial government). These costs include (but are not limited to the following):

- Any costs or expenses (excluding consulting services) incurred prior to entering a Funding Agreement
- Non-capital items, such as toys, consumables (e.g., food, art supplies, etc.), books, games, and small appliances
- Mortgage, rent or lease payments
- Insurance
- New or updated software/technology
- Video surveillance equipment

- 
- Housewares (e.g., pots/pans, dishes, flatware, brooms, garbage cans, diaper disposal units, etc.)
  - Indoor play structures (e.g., climbers, tunnels, mats, cushions, etc.)
  - Legal costs
  - Grant writing
  - Community engagement/consultation activities
  - Operating planning, curriculum development and instructional planning
  - Training activities (e.g., Food Safe, First Aid, etc.)
  - Project-related costs or fees payable to the eligible applicant (or the applicant's directors or officers) and/or fees payable to a third party not at arm's length from the project or applicant (or the applicant's directors or officers) for products or services
  - Ongoing costs for existing staff salaries and benefits
  - Costs related to attending conferences and trade shows
  - Costs associated with directly meeting and/or lobbying of any level of government
  - Coordinating/hosting conferences or events
  - Vehicles (other than vehicles used solely for transporting children in connection with providing child care for the Child Care Facility)
  - Remuneration and travel of elected officials
  - Meals and project travel expenses
  - Academic research
  - Financing costs and interest charges
  - Costs related to the purchasing of real estate, buildings, and/or commercial space (with the exception of modular buildings)

The applicant is required to provide evidence of financial commitment to the project if the total project cost includes ineligible project costs. Evidence shall be provided in the form of a Council resolution showing the organization will support and fund the remaining amount.

At this stage of the development process, the estimated ineligible expenses are in the amount of \$85,250 (\$1250/childcare space x 62 spaces + 10% contingency). Considering that costs can escalate between now and the anticipated project completion date of March 2025, Council will be made aware of changes in ineligible costs related to this project along the way.