BCIT Student Association
enhancing student life

Executive Committee Meeting Agenda

Monday, June 8, 2026
17:30 – 19:00
Virtual

2.1 Call to Order

2.2 Territory Acknowledgement

2.3 Acceptance of the Agenda

2.4 Acceptance of the Minutes:

- 2.4.1 Executive Committee Minutes: May 19, 2026
- 2.4.2 Executive Committee Minutes: June 1, 2026

2.5 Old Business – None

2.6 New Business – None

2.7 Reports:

- 2.7.1 Executive Directors' Report - *Roland G. & Sameer I.*
  - 2.7.1.1 May 25, 2026
  - 2.7.1.2 June 8, 2026
- 2.7.2 Executive Updates - *Executives*

2.8 Open Forum

2.9 In Camera – None

2.10 Adjournment

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Executive Committee Meeting Minutes

Monday, June 8, 2026
Virtual

Executives: Adam Matthews-Kott – President
Mischa Potter – VP, Student Experience
Faraz Shah – VP, External
Nina Lu – VP, Equity & Sustainability
Ramanpreet Singh – Chair, School of Business & Media
Dean Menkis – Chair, School of Energy
Mathieu Richmond – Chair, School of Transportation, Construction, & the Environment
Arman Chinai – Chair, School of Computing & Academic Studies
Jossie Yan – Chair, Downtown Campus
Marisa Price – Chair, Specialized Transport Campuses

Staff: Roland Gagel – Director of Finance; Co-Executive Director
Sameer Ismail – Senior Advisor, Strategic Policy; Co-Executive Director
Adam Beggs – Executive Assistant & Board Liaison

Guests: None

Regrets: Dmytro Sergushkin – VP, Finance & Administration

2.1 Call to Order

The Chair, Adam Matthews-Kott, calls the meeting to order at 17:53 (10 voting members).

2.2 Territory Acknowledgement

The VP, Equity & Sustainability acknowledges the territory on which the meeting is held.

2.3 Acceptance of the Agenda

Motion:
Be it resolved that the agenda be accepted as distributed.

Moved by: Adam Matthews-Kott *Seconded by: Marisa Price*

Unanimous **CARRIED**

2.4 Acceptance of the Minutes:

2.4.1 Executive Committee Minutes: May 19, 2026

Motion: Be it resolved that the Executive Committee minutes from May 19, 2026, are accepted as distributed. *Moved by: Adam Matthews-Kott* *Seconded by: Marisa Price* **Unanimous** **CARRIED**

2.4.2 Executive Committee Minutes: June 1, 2026

Motion: Be it resolved that the Executive Committee minutes from June 1, 2026, are accepted as distributed. *Moved by: Adam Matthews-Kott* *Seconded by: Arman Chinai* **Unanimous** **CARRIED**

2.5 Old Business – None

2.6 New Business – None

2.7 Reports:

2.7.1 Executive Directors' Report *- Roland G. & Sameer I.*

The Co-Executive Directors provided two written reports, May 25 and June 8.

Discussion:

- The last day of mediation with the union is June 22. There a few outstanding items, including the wage grid. It is unclear how or when the negotiations over wages will conclude.
    - Labour disruption is a possibility following the conclusion of mediation. Management has prepared contingency plans in the event of a labour disruption.
- The final student fees report for the previous fiscal year has been received. There is a substantial decrease in part-time studies (flexible learning) fees.
    - Budget shortfalls will be corrected with reductions to staffing levels.
    - Cost of living adjustments to wages were not done this year due to uncertainty with union negotiations.
- Live music at Habitat is being considered for special events next year.

2.7.2 Executives' Updates *- Executives*

The Executives provided verbal reports.

Arman Chinai – Chair, School of Computing & Academic Studies

- The School of Computing & Academic Studies is expecting a decrease in enrolment. Courses and programs will be cancelled, and the number of sets will be decreased.

2.8 Open Forum

Mathieu Richmond – Chair, School of Transportation, Construction, & the Environment

- Attending Pacific Northwest Climate Week for an event on building a low carbon future for post-secondary students.

2.9 In Camera – None

2.10 Meeting Adjournment

The meeting adjourned at 18:34.

Minutes Recorded by
Adam Beggs

Approved by the Executive Committee on:
August 23, 2026

Executive Directors' Report for
Council Meeting – May 25, 2026

Executive Directors/Director of Finance/Organizational activities of note

- The 2026-27 Budget process has been delayed due to several significant operational and strategic demands that required immediate attention over the past several weeks. A substantial amount of preparatory work was required in advance of the Union mediation process, particularly the extensive financial analysis, costing scenarios, and long-range financial modelling necessary to support negotiations on monetary items.

  In addition to bargaining-related work, a number of critical operational priorities and personnel matters arose concurrently that could not reasonably be deferred without impacting organizational continuity and service delivery. As a result, the budget development timeline required adjustment in order to ensure that both the bargaining process and the budget are supported with the appropriate level of diligence and accuracy. The incoming Board, acting as the Summer Executive Committee, is expected to tentatively approve the 2026-27 Budget during the summer period to support organizational operations at the start of the fiscal year. The incoming Council of 2026-27 will have an opportunity to review the budget pursuant to Bylaw 6.4(d)
- Had full day of Union mediation on May 14, with another mediation day scheduled for June 2
  - Additional progress was made during the mediation process, including further narrowing of issues between the parties and continued productive discussions toward a renewed collective agreement.

Engagement Group

Events:

- Recharge event with Wild Education on May 13th was very successful with 586 attendees' interacting with bunnies, a cockatoo, a chinchilla and more!
- Continuing to book venues for major events at the start of September, including researching and reaching out to new vendors for Winterfest.

Marketing & Communication:

- Currently running an Instagram contest encouraging students to reimagine the future of the BCIT campus using OpenAI for a chance to win a $150 ShopMakers.ca gift card.
- In the process of conducting a full digital cleanup, including audits, asset organization, and workspace migration, to keep tracking systems, UI/UX integrity, and project boards optimized for the 2026–27 cycle.

Publications:

- The Summer Issue of Link is almost complete, with 14 student contributors collaborating alongside student staff on an issue focused on how the City of Vancouver is preparing to host the FIFA World Cup. The issue features student-led research, opinion pieces, photojournalism, and infographic design.
- Received 10 applications for new hires so far and shortlisted two candidates for each role. Phone screenings will begin soon.

Student Services Group

Advocacy:

- Case Information:
    - May 06 – May 19 (2 weeks):
        - Number of new cases opened: 11
        - Total number of open cases on May 19: 27
        - Number of walk-in cases: 1
        - Primary reasons for requesting support (new cases):
            - Program/Content Complaint,
            - Personal Concerns
            - Academic Issue/Appeal

Entrepreneurship & Leadership

- **Awards:** We had a very strong pool of applicants this year. Committee meetings have concluded and winners have been selected. As a reminder, award winners for all awards except the Laurie Jack Award will be announced at the May 27 Student Impact Party, with the Laurie Jack Award announcement coming shortly after.
- **Student Initiative Fund:** The final committee meeting of the year is taking place on May 26 to award funds for our May intake. We will spend time over the summer debriefing on how things went this year and determining what measure can be put in place to improve processes for the coming year.
- **Entrepreneurship** support is ongoing and underway, including 1-on-1 meetings with students/alumni and in-class presentations on business-model development.
- **Leadership:** We are working on changes and improvements to the 2027 Peak Leadership program.

Wellbeing:

- During **Mental Health Week**, Wellbeing provided a hydration station for staff on two floors and at food pantry. We also hosted a chill hang for students who took the Responding with Respect to Distress Training in Beedie Plaza sharing information on Mental Health and having some photo opportunities with many of the new grads with one of the Co-Eds. Final report is here for Peer Support Pilot Responding to Distress with Respect Final Report 042026.pdf.
- **Food Pantry** two-day pilot is chugging along and while our attendance is softening with the season (90 on Wednesdays and 30 on Thursdays), we are actively recruiting new students by taking a wagon to the Health Sciences and Trades buildings. Thanks to the second day expansion, the incredibly inefficient food hampers have been discontinued effective May 1. Most of this was attrition but there was a handful of students who were transitioned to other food supports on campus without incident. Given the efficiency at 75% less than food pantry with a 60% no show rate serving very few students, this was not controversial. More information on the business decision is here Food Hamper Wind Down Project Plan .docx
- **Massages** are fully booked with a waitlist for May 22nd and 29th. Financial Aid from the Institute will join us at a table to meet students where they are at like our ongoing partnership at the Food Pantry. No posters were printed and there were 60 QR scans from the PDF posters circulated to institute faculty and staff suggesting others printed the posters. For posterity, the event has been lightly promoted via newsletter, screens etc. Branding targeted trades students.
- **Donor Stewardship** and engagement: Based on ongoing relationships, a proposal has been sent to the Alumni Association to expand sponsorship of programs catered to their donors' interests. We hope to continue to collaborate to grow the financial investment from this year's $5,000 gift. We await word from the AGM of the Association to understand the investment available.

Career Services

- **Classroom Presentations** at Specialty Campuses: Career specialists actively visited classrooms and delivered orientations at ATC, AIC and BMC campuses, reaching 66 students
- **Annual Programming:** Career Services is currently reviewing student survey feedback and consulting with Program Heads and other BCIT stakeholders to finalize key career event dates for the upcoming year.
- **Summer Projects**: Career Services has begun planning and initiating several summer projects now that capacity has opened up following the completion of all major events. These **projects** include updating career resources, refreshing website content, and reviewing internal operational processes to develop more streamlined and efficient procedures.

Food Service – Habitat Pub

- **Pub Sales For first 2 weeks of May**
  - Revenues Increase of 2026 $32,000 2025 $25,000
  - Average dining cheque MTD 2026 $14.80 2025 $13.98
  - Total guests 2026 1,750 2025 1,400

- **Trivia** was cancelled in the first week and last Thursday it started late as the host was late. 10 people waited to play.
- **Live Band**, The Okes, was in the Pub Friday night for which 85 people attended and generated 2.5k in sales
- **FIFA World Cup** - We will be doing some prizing and Jersey giveaways for World Cup
- **Catering for May** has been slower this year over last year
  - A few smaller events were booked sales for the month so far 1800 for the 2 events
- **Catering for June** - 2 events booked for 6k in catering and working on 2 others

Childcare

New Centre - We have walls





We have also finalized the color pallet for both the interior and exterior of the new building

ECE Professional Development Day

- On May 15, our team came together for our annual Professional Development Day. Staff participated in a two-hour workshop focused on effective communication, presented by Jacqueline Ewonis (Program Director at SFU Childcare Society). The informative session provided staff with valuable new tools and strategies to strengthen communication with both parents and colleagues.
- Following the workshop, everyone enjoyed a delicious lunch from the pub before spending the afternoon building, painting, and creating collaboratively. It was a wonderful day of learning, teamwork, and creativity that was enjoyed by all.

Retail Services

- Although it has been quiet on campus for a while, most locations are trending come close to meeting last May sales figures, whereas the budget figures for the most part have been aspirational and are highly dependent on the busier campus with increased foot traffic.

For the Month of:	May-2026		Sales Data to:	19-May	% of Sale Days for Month	
Total Business Days:	20		Days of sales:	12	60%	
Location	Transactions	Net Sales	Budget	% of Budget	Projection	Difference
Geared Up	259	$ 15,500	$ 30,800	50%	$ 26,000	$ (4,800)
St Central	2,045	$ 13,000	$ 25,800	50%	$ 21,500	$ (4,300)
St South	2,892	$ 17,600	$ 48,600	36%	$ 29,500	$ (19,100)
Geared Up@NE1	192	$ 3,700	$ 7,700	48%	$ 6,000	$ (1,700)
Print Shop	372	$ 9,600	$ 11,900	81%	$ 16,000	$ 4,100
Total Retail Services locations	5,760	$ 59,400	$ 124,800	48%	$ 99,000	$ (25,800)

Comparable stats for May 2025		
Location	Transactions	Net Sales
Geared Up	507	$ 21,900
St Central	3,908	$ 25,200
St South	6,381	$ 41,200
Geared Up@NE1	274	$ 6,300
Print Shop	529	$ 13,000
Total Retail Services locations	11,599	$ 107,600

Statutory Holidays & Closures
18-May-26

- Our group is busy preparing all retail service locations for the fiscal year end inventory count; the upcoming closures are listed below:
    - **Geared Up in NE1** will be **closed May 27th -May 29th**, for three days.
    - **Geared Up in SE2** will be **closed May 28th -May 29th**, for two days.
    - **Stand South in SE12** will be **closed May 29th**, for one day.
    - **Stand Central in SE2** will be **closed at 1pm on May 29th**.
    - **Print Shop** will be **closed May 29th**, for one day.

- The Print Shop team has been working on the following projects:
    - Upcoming events posters, One on One Career Services posters
    - 250 student engagement forms for Food Pantry
    - 10 School oh Health Sciences ENPY posters
    - Scanned and scaled to 200% print for Interior Design students
    - Capstone posters for B Arch Technology students
    - Graduating project for final year Interior Design students
    - BCP reports for student groups graduating from Marketing program in School of Business.
        - The team is printing Capstone reports and marketing (BCP) student project reports.

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Executive Directors' Report for
Executive Committee Meeting – June 8, 2026

Executive Directors/Director of Finance/Organizational activities of note

- Had a full day of Union mediation on June 2
  - A couple of more sections were agreed to.
- Probable final day of mediation scheduled for June 22
- May Student Fees were reported by BCIT, final fees for the 2025-26 Fiscal Year

Student Association of BCIT

Fee Summary Schedule to the Fiscal Year End

May 31, 2026

Year to Date (YTD) 31-May-26	2025-2026					2024-2025
Per Month	Student Fee	Capital Levy	Building Fee	Medical Fee	Total	Total
May-25	$ 256,174	$ 20,117	$ 100,571	$ 49,392	$ 426,254	$ 366,237
Jun-25	831,287	84,814	463,102	644,399	2,023,602	2,070,081
Jul-25	566,809	56,594	287,199	418,019	1,328,622	1,312,805
Aug-25	188,991	16,815	75,091	110,250	391,147	377,246
Sep-25	41,592	3,233	9,060	(6,811)	47,073	53,876
Oct-25	218,714	16,357	75,802	11,466	322,339	405,047
Nov-25	1,123,004	114,317	617,545	830,305	2,685,171	2,948,345
Dec-25	267,844	25,408	112,553	178,311	584,116	452,195
Jan-26	59,117	4,887	22,202	26,215	112,421	111,669
Feb-26	450,683	40,685	199,693	173,264	864,324	911,785
Mar-26	134,337	11,417	42,529	49,735	238,018	242,057
Apr-26	139,703	12,971	60,395	103,488	316,557	220,264
May-26	181,439	13,761	72,737	18,620	286,557	426,254
Total Fees	4,203,519	401,259	2,037,909	2,557,261	9,199,947	9,531,625
Year To Date	**4,203,519**	**401,259**	**2,037,909**	**2,557,261**	**9,199,947**	**9,531,625**
YTD % Change	-4.6%	-5.4%	-0.2%	-3.8%	-3.5%	7.4%
Annually Adjusted % change	**-7.2%**	**-5.4%**	**-2.8%**	**-3.8%**	**-5.1%**	**5.1%**
Proj Fees on 12 mth YTD % Change	4,203,519	401,259	2,037,909	2,557,261	9,199,947	9,531,625
Student Fees Budgeted 2025-26	4,791,000	444,800	2,148,800	2,735,000	10,119,600	9,136,800
Proj Variance to Budget 2025-26	(587,481)	(43,541)	(110,891)	(177,739)	(919,653)	394,825
Fee Per Student Per Year Assuming 2 Terms						
Nominal Fee per year (2 terms)	$ 307.48	$ 32.00	$ 205.12	$ 294.00	$ 838.60	$ 825.60
Fee Change %	2.6%	0.0%	2.6%	0.0%	1.6%	2.3%

31-May-26	2026							
Description	SA - Main	Continuing Education	Sea Island	Trades & BMC	Per Month		Cumulative Total	Cumulative % Change
Opening Balance	$ 18,397	$ 221,870	$ 9,573	$ 6,334	$ 256,174			
Jun-25	$ 538,698	$ 57,557	$ 17,016	$ 218,016	$ 831,287	-3.2%	$ 831,287	-3.2%
Jul-25	402,265	60,627	13,504	90,414	566,809	3.5%	1,398,097	-0.6%
Aug-25	81,033	69,926	2,911	35,121	188,991	0.2%	1,587,088	-0.5%
Sep-25	(9,247)	28,341	6,857	15,641	41,592	8.4%	1,628,679	-0.3%
Oct-25	3,260	201,529	10,933	2,991	218,714	-22.4%	1,847,393	-3.5%
Nov-25	769,222	80,563	14,943	258,275	1,123,004	-7.1%	2,970,397	-4.9%
Dec-25	144,822	58,490	28,522	36,010	267,844	20.0%	3,238,241	-3.3%
Jan-26	18,704	32,811	5,583	2,019	59,117	2.5%	3,297,358	-3.2%
Feb-26	108,285	190,227	17,958	134,212	450,683	-7.0%	3,748,041	-3.6%
Mar-26	23,717	66,557	3,516	40,547	134,337	-12.7%	3,882,377	-4.0%
Apr-26	39,653	40,457	14,293	45,300	139,703	32.0%	4,022,080	-3.1%
May-26	9,148	161,526	4,377	6,388	181,439	-29.2%	4,203,519	-4.6%
Total Fees	$ 2,129,560	$ 1,048,613	$ 140,412	$ 884,934	$ 4,203,519			
Year To Date	**$ 2,129,560**	**$ 1,048,613**	**$ 140,412**	**$ 884,934**	**$4,203,519**	**100.0%**		
YTD Change %	3.0%	-21.7%	-0.4%	3.2%	-4.6%			
% adjustment of Fee (base rate)	2.6%	2.6%	2.6%	2.6%	2.6%			
Actual change in Fee	0.4%	-24.3%	-3.0%	0.6%	-7.2%			

Flexible Learning Difference from 2019 Peak YTD				
Increase in Fees since 2019	2019	2026	Difference	% Change
YTD 2019 PT Fees | adjust to inflatio	$ 1,494,423	$ 1,921,000	$ (872,000)	-45.39%

- As per the Student Fee table above, decline in fees is strictly due to the decline in the number of flexible learning course being taken. Fees from Technology and Trades have actually very slightly increased, albeit less than what was budgeted. For 2026-27, Student Fees budget will be set for a 5.7% increase, of which 4.7% is due to a CPI increase of 2.1% and the Events Referendum of 2.6% for an actual net increase of fees of 1%

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Engagement Group

- Publications:
    - Summer issue of *Link* was launched last week that features great articles ranging from the Vancouver hosting World Cup, Creepy Toys, Disney Cultural Exchange Experience, and more fun reads!
    - The Golden Easel and Silver Pen awards were handed out to two very deserving *Link* contributors last week at the Student Appreciation Party
- Events:
    - Contacting vendors and preparing for the upcoming fall events
- MarCom:
    - Two job vacancies in the MarCom department: Marketing Manager and Creative Design Strategist
    - Launching World Cup promotional material for watch parties at Habitat

Student Services Group

Advocacy:

- Case Information:
    - May 20 – Jun 2 (2 weeks):
        - Number of new cases opened: 15
        - Total number of open cases on June 2: 34
        - Number of walk-in cases: 2
        - Primary reasons for requesting support (new cases):
            - Academic Issue/Appeal
            - Personal Concerns
            - Admissions/Registrar's Office

Entrepreneurship & Leadership

- Most annual programming has concluded, e.g. Annual Awards, SIF, and programming planning for 2026-27 is underway. Ongoing services continue (e.g. 1-on-1 meetings) but with reduced demand in summer months.
- Recruiting for individual to take over the programming

Wellbeing:

- On Tues, June 2, hearing tests were provided for students at ATC Campus. It was another successful event receiving great feedback.
- The massage clinic days ran smoothly and were well received, especially by Trades students. Food pantry operations continue as usual.
- Food Pantry - Back to one day a week for the summer months

Career Services

- **Annual Programming:** Career Services finalized key career event dates for the upcoming year after checking in with BCIT faculties and other key stakeholders.
- **Summer Projects:** Career Services has begun its summer projects, including updating existing career resources, developing new resources, improving career fair administrative processes, and reorganizing SharePoint folders to enhance efficiency and information management.

Food Service – Habitat Pub

- **Pub Sales For May**
  - Revenues 2026 61,850 2025 $61,550
  - Average dining cheque MTD 2026 $14.61 2025 $14.23
  - Total guests 2026 3,150 2025 2,550

- **FIFA World Cup** - We will be doing some prizing and Jersey giveaways for World Cup
- **Catering for June** - 2 events booked for 6k in catering and working on 2 others

Retail Services

- Although it has been quiet on campus for a while, most locations are trending come close to meeting last May sales figures, whereas the budget figures for the most part have been aspirational and are highly dependent on the busier campus with increased foot traffic.

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Geared Up	450	$ 19,800	$ 30,800	64%	$ 20,000	$ (10,800)
St Central	3,239	$ 20,900	$ 25,800	81%	$ 21,000	$ (4,800)
St South	3,981	$ 24,500	$ 48,600	50%	$ 24,500	$ (24,100)
Geared Up@NE1	243	$ 5,100	$ 7,700	66%	$ 5,000	$ (2,700)
Print Shop	454	$ 11,000	$ 11,900	92%	$ 11,000	$ (900)
Total Retail Services locations	8,367	$ 81,300	$ 124,800	65%	$ 81,500	$ (43,300)

Comparable stats for May 2025			bus. days: 21
Location	Transactions	Net Sales	Difference TY to LY
Geared Up	507	$ 21,900	$ (2,100)
St Central	3,908	$ 25,200	$ (4,300)
St South	6,381	$ 41,200	$ (16,700)
Geared Up@NE1	274	$ 6,300	$ (1,200)
Print Shop	529	$ 13,000	$ (2,000)
Total Retail Services locations	11,599	$ 107,600	**$ (26,300)**

Statutory Holidays & Closures
18-May-26

- Our team worked diligently to prepare all locations for the annual inventory, which took place most of last week, and it went well.
- The results for the month of May are above. There were notably fewer students on campus in May, as apparently many have finished their classes already.
- Next week, we will start summer hours, with the operating hours as following:
    - Geared Up: 8am-3pm
    - Geared Up in NE1: closed for the summer, until early September
    - Stand Central: 6:30am-3pm
    - Stand South: 8am-3pm
    - Print Shop: 7am-2pm but will change on certain days to accommodate student needs/ appointments. Also, will be closed on the days Tajinder needs to be off. Adequate signage will be posted.
- All locations will be closed on June 16th for BCITSA Wellness Day.
- Geared Up team will be at the 2026 Convocation on June 23rd -26th.