BCIT SA | Student Association

enhancing student life

Executive Committee Meeting Agenda

Wednesday, September 23, 2026

15:00 – 15:30

MS Teams

1. Call to Order
2. Territory Acknowledgement
3. Acceptance of the Agenda
4. Old Business – None
5. New Business
    - 5.1. Appointment of Interim Chair SOHS – *Sameer I.*
6. Acceptance of the Minutes
    - 6.1. Council Minutes: May 11, 2026
7. Open Forum
8. In Camera – None
9. Adjournment

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Executive Committee Meeting Minutes

Wednesday, September 23, 2026
MS TEAMS

Executives: Adam Matthews-Kott – President
Dmytro Sergushkin – VP, Finance & Administration
Mischa Potter – VP, Student Experience
Faraz Shah – VP, External
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

Staff: Roland Gagel – Director of Finance; Co-Executive Director
Sameer Ismail – Senior Advisor, Strategic Policy; Co-Executive Director

Guests: Ninorah Mendes

Regrets: Nina Lu – VP, Equity & Sustainability
Ramanpreet Singh – Chair, School of Business & Media
Marisa Price – Chair, Specialized Transport Campuses

5.1 Call to Order

The Chair, Adam Matthews-Kott, called the meeting to order at 15:01 (7 voting members).

5.2 Territory Acknowledgement

The Chair acknowledged the territory on which the meeting is held.

5.3 Acceptance of the Agenda

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

Moved by: Adam Matthews-Kott *Seconded by: Faraz Shah*

Unanimous **CARRIED**

5.4 Old Business - None

5.5 New Business

5.5.1 Appointment of Interim Chair of the School of Health Sciences

Motion: Be it resolved that pursuant to Bylaw 14.5(b), Ninorah Mendes is appointed as Interim Chair of the School of Health Sciences until such time as a by-election is concluded to fill the position.	
Moved by: Adam Matthews-Kott	*Seconded by: Dean David Menkis*
Unanimous	**CARRIED**

The Chair reviewed the contents of the decision note. There were no further questions or comments.

15:03 – Ninorah Mendes became a voting member of the Committee; Dmytro Sergushkin (VP, Finance & Administration) arrived (9 voting members).

5.6 Approval of Minutes

5.6.1 Council Minutes, May 11, 2026

Motion: Be it resolved that the Council Minutes for May 11, 2026 be accepted as distributed.	
Moved by: Adam Matthews-Kott	*Seconded by: Ninorah Mendes*
Unanimous	**CARRIED**

5.7 Open Forum
None

5.8 In Camera - None

5.9 Meeting Adjournment

The meeting adjourned at 15:03.

Minutes Recorded by
Sameer Ismail

Approved by the Executive Committee on:
October 13, 2026

DECISION NOTE

September 23, 2026

PREPARED FOR: Executive Committee

PREPARED BY: Sameer Ismail, Senior Advisor Strategic Policy

ISSUE: Interim Appointment – Chair of the School of Health Sciences

RECOMMEND MOTION:

BE IT RESOLVED THAT pursuant to Bylaw 14.5(b), Ninorah Mendes is appointed as Interim Chair of the School of Health Sciences pending until such time as a by-election is concluded to fill the position.

SUMMARY:

From time to time, a position on the Executive Board becomes vacant. This can happen due to resignation, incapacity, impeachment, death, or in this case a lack of candidates in the general election. When there is a vacancy during the Summer Months, it is the practice of the Student Association to hold a by-election in the fall to ensure the best chance of attracting a range of candidates. During a vacancy, Council may, if it so chooses, appoint an Interim Chair.

At the current time, as a Chair is required to appoint Councillors for its respective school, it is advisable to appoint an Interim Chair of the School of Health Sciences to ensure that students from the School of Health Sciences do not have to wait an extended period of time to be represented both at the Board and Council levels.