



COUNCIL MEETING MINUTES

Monday, October 3, 2011

Executives: Ricky Dasgupta, VP Finance & Administration
Matthew Nolletti, VP Campus Life
Tylan Fraser, VP of Student Affairs
Tara Johnson, VP External
Brian Harvey, Transportation, Construction & the Environment Chair
Marwan Marwan, Computing & Academic Studies Chair
Gordon Newby, Business Chair
Laura Chow, Health Sciences Chair
Amy Erskine, Energy Chair
Keith Miller, Chair of ATC

Councillors:

Oshea Jephson	Yinan Scott Shi
Marc Yap	Chris Yendall
Mike Hanson	Zac Der
Bailey McRae	Jonathan Ng
Rodrigo Mendez	Tracy Jowett
Jonathan Rock	Duff Walker
Victor Lu	Minoru Nakano
Frances Torres	Aaron Kool
Denis Dobrozdravich	Daniel Smith
Michelle Dragon	Alex Rines
Ben Plasche	Paul Zasitko
	Cole Harrison

Staff: Caroline Gagnon, Director

Absentee: Nicola Gardner
Shelby Montgomery

Guest: SIFE – GO JILL GO

4.1. Meeting Called to Order

The Chairperson, Ricky Dasgupta, called the meeting to order at 6:41pm. (32 voting members).

4.2. Acceptance of the Agenda

It was moved that the following agenda be accepted with the following addition:

Moved by: Brian Harvey

Seconded by: Keith Miller

30/0/2 Carried

4.4. Acceptance of the Minutes

4.4.1 Council Meeting September 19, 2011

Be it resolved that the minutes from September 19, 2011 be accepted as distributed.

Moved by: Laura Chow

Seconded by: Denis Dobrozdravich

27/0/3 Carried

4.4 Guest Speakers SIFE – Go Jill Go

Go Jill Go is a project raising funds for Cancer. Last year 6 participants raised \$6500 for Children's Hospital Oncology Department. This initiative was created following the passing of a BCIT student. SIFE worked closely with the hospital, friends and family to raise these funds. This year, the club is working with all business clubs to make it a bigger event. It is a good initiative to unify the clubs and to ensure the sustainability of this event. The goal is to raise \$10,000. Instead of small events, SIFE is focusing on a large project. SIFE is looking for BCITSA support to gain their interest and non-financial resources (Great Hall).

Question:

- Is SIFE a club? Yes since 2004.
- Why are you not reaching out to more clubs outside of the School of Business? Very interested, but focusing on these clubs first, but if other clubs are interested, please let Allie know.
- When will the event happen? February 1st until the end of March.
- What would you do in the Great Hall for? Kick-off event.

- Why are you focusing on one student (Jill) instead of a cause (Cancer)? It might keep it more current? Would other stories be used? SIFE understands that there are many other people and stories, but they wish to keep it close to BCIT with Jill's story. There would not be a 30 day dream-out challenge without Jill.
- What are the types of challenges? Last year, there was a charity concert, 30 day yoga challenge, and a charity run. This year we are focusing on 2 to 3 events which would include more people.
- Have you pitch the idea to other business clubs? Yes.

Motion:

Be it resolved that BCITSA add the SIFE proposal to the agenda under new business.

Moved by: Gordon Newby

Seconded by: Laura Chow

5/24/2

Defeated

4.5. Executive Progress Report

Ricky informs that all should have received. All executives' state as submitted, but:

Amy:

- She has replaced one of objectives (Recycling) to become the liaison between Council and the Child Care Project Team. She will be working with Ricky and Nicola on this issue.
- The goal is to open in September, 2012 for 25 children. The budget is estimated at \$550,000.
- We are going through rezoning and finalizing agreements with BCIT. It is proposed that all agreements be signed by October 31. In the meantime, a letter of intent has been negotiated with BCIT detailing concepts regarding the Child Care and the SE 2 renovations. Ricky, Nicola and Amy will be working on the final approval of these agreements.
- An application for \$2,000,000 loan has been made.

4.6. Councilor Forum

- No comment

4.7. Question Period

- Could all Councillors receive from the Chairs contact information from Set Reps? It is recommended that Councillors attend the Set Reps meetings instead, but if they want to they can receive their email address.
- Some have questions about the Unplug for Africa Event. Tara can distribute the business plan to those that wish it. Councillor is questioning the link between no social media and famine in Africa. The event consisted of students raising funds for the famine in Africa.
- No women's bathroom in NE23.
- No vending machine in the Broadcast building
- Students' computer are disconnecting from the wireless all the time. Why? BCIT is in control of the internet so there are challenges to change anything. Students can use Eduroam.

4.8. Unfinished Business

No unfinished business

4.9 New Business

4.9.1 Harassment and Discrimination Marketing Team

BCIT Campus Mediation Services is looking for students to sit on a committee to review the training for students on the topic of Harassment and Discrimination.

Volunteers: Michelle Dragon, Marwan Marwan, Minoru Nakano, Zac Der, Gordon Newby, Laura Chow, Frances Torres, Aaron Kool

4.10. Next Meeting

Next meeting is scheduled for Monday October 17 at 5:45pm in the Council Chamber.

4.11. Meeting adjourned

It was moved that the meeting be adjourned at 7:21pm. **Carried**

Council Meeting
Agenda
Monday, October 3rd, 2011
6:30-7:30pm

- 4.1 Meeting called to order
- 4.2 Acceptance of the Agenda
- 4.3 Acceptance of the Minutes: September 19th, 2011
- 4.4 Guest Speakers
 - 4.4.1 SIFE Go Jill Go
- 4.5 Progress Reports: Executives
- 4.6 Councilor Forum
- 4.7 Question Period
- 4.8 Unfinished Business
- 4.9 New Business
 - 4.9.1 Harassment and Discrimination Marketing Team
- 4.10 Next Meeting
- 4.11 Meeting Adjourned



Progress Report – Laura Chow– Chair of Health Sciences

Last updated: Thursday, September 29, 2011

Date of Introduction	Action or Outstanding Issue	Status
Tuesday, September 6, 2011	Increase Set Rep Participation and Attendance at Set Rep meetings	<ul style="list-style-type: none"> • First Set Rep meeting held Wednesday, September 28, 2011 at 5:30pm • 31 were confirmed to attend as of Friday, Sept. 23; 28 Set Reps signed in for attendance • Fiona Mitchell attended meeting • Guests: Advocacy (Complaint Procedure); Olesea (Set Rep Training); Catherine (First Aid, SIF) • New objectives: Get a Health Sciences Mixer/Social (possibly for early November); working with BC Health Coalition re: Health Care Drinks • Good turnout; hoping for similar turnout at next meeting (Wed. Oct. 26, 2011)
Tuesday, September 6, 2011	Continue expansion of the Health Science Mentorship Program	<ul style="list-style-type: none"> • Met with Catherine Thursday, September 22, 2011 – decided that next step is to try to get recruits for Mentors; will be attending an AD/Dean meeting in near future to get the word out
	Recycling – work with Nicola, Amy and Marwan to improve recycling at Burnaby Campus	<ul style="list-style-type: none"> • TBA
Wednesday, September 28, 2011	Health Science Chair Applicants – promote position to ensure there are applicants to become the next Health Science Chair	<ul style="list-style-type: none"> • Announced at Set Rep meeting that position will be up for grabs next year & that I'm hoping to get applicants for next year
Thursday, September 22,	Mental Health Awareness Week	<ul style="list-style-type: none"> • Met with Catherine Thursday, September 22, 2011 to go over just broad ideas -- Mental Health First Aid; Mental Health

2011		<p>Awareness Week</p> <ul style="list-style-type: none"> • In communication with Amanda Patterson (Canadian Mental Health Association) • Will work with Advocacy (Karl), Catherine & Amanda to put together Mental Health Awareness Week/increase awareness
Monday, September 12, 2011	Re-visit Whistler Retreat	<ul style="list-style-type: none"> • Working on individual research with Amy and Marwan to see if there's a way that we can try to cut down costs of the retreat – no progress as of Thursday, September 28, 2011
Thursday, September 29, 2011	School of Health Sciences Mixer	<ul style="list-style-type: none"> • As from Set Reps, trying to get an event between Midterms to encourage Health Science students to get to know each other (say hi in the halls as opposed to just walking by) • If reception is good, will try to do a mixer in early January as well

Progress Report – Keith Miller – ATC Chair

Last updated: September 29th, 2011

Date of Introduction	Action or Outstanding Issue	Description	Status
September 6 th , 2011	Walkway	Asphalt walkway from main parking lot to cafeteria	BCIT Health and Safety Board have decided that there is no room in the budget for this project this year.
September 6 th , 2011	Set Rep Attendance/ Participation	80% consistent Set Rep attendance	60% attendance at first meeting of term. (30% increase from August)

September 6 th , 2011	Set Rep incentives	Rewards and perks to encourage set rep attendance and participation	Informed set reps about the set rep nomination program at meeting. Well received.
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Progress Report – Matthew Nolletti– VP Campus Life

Last updated: Thursday, September 29, 2011

Date of Introduction	Action or Outstanding Issue	Status
September 12, 2011	Club Funding Guide	<ul style="list-style-type: none"> • Had a meeting with Caroline, Olesea and Catherine • Discussed starting point, researched other institutes • Started conducting interviews with people asking their input on rough guidelines
September 12, 2011	Outdoor Green Space	<ul style="list-style-type: none"> • Rough ideas being throw around with me and Tylan • Going to be searching for quotes in the near future • Drafting an email asking for BCIT to see who is in charge of that space outside SW9
September 27, 2011	Promotion of SA Events - Movember Campaign	<ul style="list-style-type: none"> • Planning under-way with Tara • Developing list of campaign swag (t-shirts, stickers, etc.) • Talking with partnering with the MA
September 12, 2011	New SA Car & Golf Cart	<ul style="list-style-type: none"> • DELETED • Don't think it is beneficial to "enhancing student life"
September 12, 2011	VPCL Transition Guide	<ul style="list-style-type: none"> • Orientation materials complete, with copy of master excel workbook on the VPCL hard drive • Will be compiling other materials as they come up throughout the year
September 20, 2011	Clubs Application Forms	<ul style="list-style-type: none"> • Working with Olesea to develop these forms to make applying to create a new club easier

		<ul style="list-style-type: none"> • Olesea has a rough draft created and I am in the process of reviewing it • Looking for publication around end of October
September 12, 2011	Link Article Program	<ul style="list-style-type: none"> • TBA
September 6, 2011	Orientation Day	<ul style="list-style-type: none"> • Complete, and a huge success.

Progress Report – VP Student Affairs– Tylan Fraser

Last updated: Thursday, September 29, 2011

Date of Introduction	Action or Outstanding Issue	Status
Tuesday, September 6, 2011	Work on a 'Keep your Kup' Campaign	<ul style="list-style-type: none"> • Begin implementation of campaign, emailed the president of the student group 'Net impact'. Began to raise interest and collect the bodies necessary in order to make this happen.
Tuesday, September 6, 2011	Work on turning the area near SW3 into something useful and attractive to visitors.	<ul style="list-style-type: none"> • Partnered with Matthew and begin taking a look at costs associated with the area. Unfortunately I won't be able to attend the carpenters meeting to discuss the gazebo structure. I look forward to being a part of the 'Lounge committee' so that I will have an influence on the process. There were also a few obstacles that need to be overcome. Aka getting BCIT to agree with it.
Tuesday, September 6, 2011	Try to integrate multiple sets in their diploma graduation.	<ul style="list-style-type: none"> • TBA
Thursday, September 22, 2011	Will be taking part in the marketing and pub meeting in the next coming week	<ul style="list-style-type: none"> • Looking to increase sales and the pub participation by the local patrons (students)

Thursday, September 29, 2011	Met with Martin – Business Development, Net Impact	<ul style="list-style-type: none"> Will be a project manager of a team that Net impact will be supplying to me. The goal will be to increase awareness of Net Impact, while at the same time eliminating consumption of plastic cups.
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President, Nicola Gardner

Objective	Description	Current Status
U-Pass BC	<ul style="list-style-type: none"> Getting ISEP and Tech Entry Students included in the program Getting in-progress students in the program Surveying part-time students to see if the U-Pass is something they want Improving service to BCIT 	<ul style="list-style-type: none"> Waiting to hear back from TransLink & MoT Waiting to hear back from TransLink & MoT To be held next semester Waiting to hear back from TransLink (Potential verbal update at meeting)
Legacy of Leadership. Raising money for students at BCIT	<ul style="list-style-type: none"> A fund created by the BCIT foundation where BCIT will match all money raised to be given out to students, improve campus etc. To hold a fundraiser next semester to raise money for student bursaries. 	<ul style="list-style-type: none"> Meeting with Pommasha next Thursday to discuss Legacy of Leadership
Improving student life on campus and engaging students with BCITSA & BCIT	<ul style="list-style-type: none"> BBQ and Hot Dog eating contest to be held at NE1 next month “Unplugged for Africa” challenging students to go one week without social media to raise money and awareness for those who live without food and water 	<ul style="list-style-type: none"> Meeting with Alumni Association on Friday to discuss BBQ (verbal update in council) Most of the planning and organization has been completed. (If you would like more info about the event please contact me)



	<ul style="list-style-type: none"> • White Rose campaign: bringing student awareness to violence 	<ul style="list-style-type: none"> • Meeting with Student Advocate on Tuesday to discuss logistics
Improve BCITSA executive elections	<ul style="list-style-type: none"> • Bring student awareness and engagement for elections. Ensure no position runs uncontested. 	<ul style="list-style-type: none"> • Not relevant until March
Improve recycling on campus	<ul style="list-style-type: none"> • Replace garbage bins in washrooms with recycling bins 	<ul style="list-style-type: none"> • Meeting with BCIT executive in early October

Progress Report – Gordon Newby – School of Business Chair

Last updated: September 29, 2011

Date of Introduction	Action or Outstanding Issue	Status
September 2011	Unplugged for Africa	In planning stage. Had 3rd meeting, awaiting tasks to follow.
September 2011	Still compiling a set rep list and establishing contact with department heads.	List is 75% complete. Had training session with first year reps. This task is taking up the most time. Lots of foot work.
September 2011	Planning future set rep meetings	Have booked Olesea to take minutes, and dates are being finalized. Arranging guest speakers
October 2011	Recycling on campus, starting with the broadcast building.	Receiving complaints from students, planning next course of action.
September 2011	Student co-op program (Ricky)	Not yet begun on my end
September 2011	Planetarium	Met with Stargazer Bill and established contact. Plans to meet.

Progress Report- Tara Johnson- VP External

Last updated: September 29, 2011

Initiative 1	
Alumni Association	Sat on Alumni Board at general meeting
	Assisting with preparation for the Distinguished Alumni Awards
Marketing Team	Developing promotional videos with the Executives
	In preliminary stages of a monthly newsletter for the <ul style="list-style-type: none">• Set Reps• Council Members• Executives• Club Presidents•
Unplugged for Africa	Working with Nicola and Geoffrey Bird on this charity event <ul style="list-style-type: none">• Promotional video shot
Movember	Beginning stages of development <ul style="list-style-type: none">• Location found for bar party on November 30th• Promotional Materials discussed



Chair, School of Transportation, Construction & The Environment, Brian Harvey

Objective	Description	Current Status
24 hr. Access	24 hr lab/class access during critical deadline times of the year	<ul style="list-style-type: none"> • Talked to Michael Currie (ABET), he's on board with 24 hr. access when required. • Held first Set Rep meeting and told them to tell of their needs.
Unity	Work to better unite campuses through communications and events (focusing on GNW & BMC)	<ul style="list-style-type: none"> • Working with Genevive determining ways to better represent BMC and GNW. • Visiting GNW on October 7. • Looking to obtain a councillor from GNW. • Initial plan is to hold second Set Rep meeting every month at BMC.
Improve participation within the school	Improve participation within the school of Transportation, Construction & Environment and have equal representation	<ul style="list-style-type: none"> • First Set Rep meeting had 25 Set Reps attend (approx. 200% of last years' average). • Focussing on BMC and GNW Set Reps/ Councillors to help represent SoT.

Progress Report – Ricky Dasgupta – V.P of Administration and Finance

Last updated: Thursday, September 29, 2011

Date of Introduction	Action or Outstanding Issue	Status
June, 2011	Coop for Financial Management students	<ul style="list-style-type: none"> • Progress has been amazing over the last couple weeks. • Weekly meeting with a working group in Financial Management (includes Associate Dean, Program Heads and an instructor) • Met with Ken Florkow, Director of Learner Services and Earl Anderson, Coop Program Head. • Meeting scheduled with Earl and the Financial Management working group on Thursday, October 6th and Thursday, October 13th. • Due to the sensitivity of this potential program, I can't provide many details. The target is to have a concrete proposal ready by October 31st to be presented in November budget meeting.
August, 2011	Campus Food Bank	<ul style="list-style-type: none"> • Met with Caroline and Catherine on Wednesday to discuss the plan for the Campus Food Bank. • Received a letter of support from University of Alberta Food Bank. • Looking to establish a mini project through our stores where we offer incentives (50% coffee) for donations (2 cans). • Will be following up with more Campus Food Banks to garner support for the Food Bank. Plan is to eventually convince BCIT through mini projects and evidence of ways to mitigate their threats. • Policies, procedures and volunteer recruitment need to be done within the next two weeks.

September, 2011	Business Cards and Name Badges	<ul style="list-style-type: none"> • Received approval from School of Business to use their logo. • Taj, Ctrl P supervisor has received the go ahead to buy a cutter to cut the business cards. • Ordering a proof for the name badges. • Design is done by Ion Oprea, Graphic Designer. • Either through Ctrl P or through outside partnership, business cards and name badges will be offered to all School of Business students by November.
September, 2011	Pub Promotions	<ul style="list-style-type: none"> • Looking to have the UFC 137 (October 29th) be at the Pub. Planning to meet with Pub manager next week.
September, 2011	<p>Transition Policy</p> <p>Revamp Set Rep awards, increase student awards and bursaries</p> <p>Review processes and operations of BCITSA</p> <p>Increase understanding of BCIT Financial among executives and councilors</p>	<ul style="list-style-type: none"> • Work in Progress, I anticipate at least each item on the list by November.

School of Computing and Academic Studies Chair, Marwan Marwan

Objective	Description	Current Status
<p>Gym Bottleneck for COMP Students</p>	<p>Long line up of students is formed at the weekly mandatory sign off for COMP Physical Education which causes delays and frustrations for all parties involved.</p>	<ul style="list-style-type: none"> • Issue was raised during Set Rep meeting. • Solutions were suggested. • One solution adopted. • Addressed issue with instructor and offered adopted solution. • Instructor accepted and implemented solution, now Set Reps can sign off on Physical Education forms for their own sets.
<p>Software Unavailability at ehPod and Library Computer Rooms</p>	<p>COMP students require specialized software for completing their school assignments/labs/work/etc.</p> <p>Currently the software is only available in a few computer rooms in the SE12 building.</p> <p>Most (sometimes all) these rooms are used for day and night classes, and are not available after hours.</p> <p>Students are then extremely restricted when it comes to completing school</p>	<ul style="list-style-type: none"> • Contacted COMP Program Head (Bill Klug): did not offer a solution but said will look into it and refused to give deadline for response. • Contacted Library Learning Commons, spoke with Kathy Musial and Jeff Verbeem. They were both excited about offering resources and help to address this issue by seeing if COMP software can be added to the ehPod computers. • Meeting with Library Director, David Pepper with Ricky Dasgupta soon.

	work.	
COOP Program Head's Refusal to Allow for Wiggle Room when Students Encounter Difficult Personal Issues (ie: financial, emotional, etc.)	Coop is an eight month commitment that requires students to sign up in their first term. The Coop program itself doesn't start until the third term. Coop job application has a limited time and no lenience is given for the first phase of coop job applications and deadlines.	<ul style="list-style-type: none"> • 2011-09-29 Tried to book meeting with Nick Petryszak, he offered a limited availability for meeting time even though the issues were explained to him. He is fully aware that these issues continue to impact students which cause continued frustrations, stress and depression for students.
COMP Physical Education Course Scrapping	COMP students are the only BCIT students with mandatory non-credit gym classes. These classes can cause people to fail out of their program. This puts the students in humiliating situations and difficult position which can cause some harm physically and emotional.	<ul style="list-style-type: none"> • Raised the issue with my fellow executives who offered support. • Will be raising the issue with COMP Associate Dean next week. • Will be raising the issue at next Set Rep meeting and looking for ways to resolve this.
	Approached by COMP students	<ul style="list-style-type: none"> • Raised the issue with the COMP Program Head who promised to update the information on the COMP

Peer Tutoring	regarding the lack of tutoring services for COMP.	<p>Commons website and to make Library peer tutoring service more visible and accessible.</p> <ul style="list-style-type: none"> • Raised the issue with the library which promised to better promote their peer tutoring services and setting up software on their computers. • Chose to offer peer tutoring during my free time using the help of my set mates.
Tons of other little things that I can't remember right now	Lots of small issues!!!	<ul style="list-style-type: none"> • Solved some still working on others (^_^)