

COUNCIL MEETING MINUTES

Monday, October 17, 2011

Executives: Nicola Gardner, President
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

Councilors:

Oshea Jephson	Chris Yendall
Mike Hanson	Zac Der
Rodrigo Jose Mendez	Jonathan Ng
Jonathan Rock	Tracy Jowett
Victor Lu	Minoru Nakano
Frances Torres	Aaron Kool
Michelle Dragon	Daniel Smith
Ben Plasche	Alex Rines
Avinaash Kapil	Cole Harrison
Emily Pawluk	Kevin Smith
Marcus O'Reilly	

Staff: Caroline Gagnon, Director

Absentee: Marc Yap
Bailey McRae
Denis Dobrozdravich
Yinan Scott Shi

Guest: Justin Kohlman, BCIT VP Student Services

5.1. Meeting Called to Order

The Chairperson, Nicola Gardner, called the meeting to order at 5:56. (32 voting members).

5.2. Acceptance of the Agenda

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

5.4.2 Justin Kohlman – BCIT Vice President Student Services

5.9.5 Standardization of Executive Wages

Moved by: Gord Newby

Seconded by: Daniel Smith

29/0/3 Carried

5.3. Acceptance of the Minutes – October 3

Be it resolved that the minutes from October 3, 2011 be accepted as distributed.

Moved by: Laura Chow

Seconded by: Matthew Nolletti

29/0/3 Carried

5.4 Guest Speakers

5.4.1 United Geeks Liberation Front Club

A group of students want to start a games club (card, board games). Last year, their set started this initiative which was well attended; therefore they would like to move this group to an official club status. They are looking for \$300 from the SA to purchase a good library of games and also gain access to rooms to hold their activities. If possible, events would be held in the Great Hall. They have received support from a BCIT staff member.

Questions:

- Who will take over once the student organizers have graduated? They will operate the same way as other clubs. They will elect executives, which will take over for future years.

- Can people borrow these games outside of clubs events? Yes, they can be borrowed at any time. The logistics are still being worked-out.
- Who will be responsible for any games damage? It is expected that most students will take care of them, but if it happens, it will be the club's responsibility to replace them.
- What about the sustainability of the club? Will you have a President and Treasurer to take care of the club's finances? Yes, it is expected that students will take care of the resources of club.
- It is important to note that the SA cannot always finance the club. Do you have any means to raise money? Yes. They will conduct activities to raise money (bake sales, event registrations)
- Is there a maximum of members? No. It is anticipated that all interested students can join the club.

5.4.2 Justin Kohlman – BCIT VP Student Services

Justin introduced himself to Council as the new BCIT VP Student Services and he is interested to hear from students. If students have any comments they can contact him directly. BCIT is presently looking at reviewing the admission process. However, Justin is very interested in hearing about space relocation and student lounges /spaces. Student Services includes; admission, athletics, clinics and financial aids.

5.5. Executive Progress Report

Nicola informs that all Councilors should have received the Executive Progress Reports. All Executives state as submitted and add the following:

Brian Harvey:

- GNW has two representatives, which is a first for Student Association.

Gord Newby:

- He hosted the School of Business Set Rep meeting.

Marwan Marwan:

- He mentions that if Councilors or Executives are advocating on behalf of students, they should not receive any repercussion from BCIT staff for their actions. If this happens, it is essential that they bring it to a higher level, President or Director.

Nicola Gardner:

- She still has not heard from Translink and is hoping to get their answer before the next U-Pass Committee meeting

- She has been working with BCIT VP Development on linking the Toon-In campaign to the new BCIT Legacy Fund. By doing so, funds raised during the campaign would be matched by BCIT.
- The U-Pass vending machines are now open matching the library hours.

5.6. Councilor Forum

- In the broadcast building, they do not have appropriate vending machines and need a new water fountain. Recycling has not improved.
- There have been numerous thefts of laptop in SW3. This issue is not only in SW3; students have had their bikes stolen and even wallets while they were sleeping. It is suggested that someone from BCIT Safety and Security Management attends Council to explain what is being done to eliminate these thefts. Could the SA create a campaign to inform students about how to safeguard their properties?
- There have been issues with accessing the GNW facilities after classes end at 3:00pm. It is stated that the school should be open until 4:00pm. Brian will look into this.
- Students living in residence are complaining about accessing propane for the BBQ. Students cannot have their own BBQ, but BCIT does not provide adequate service. The fact that students have to fill the tank themselves is unacceptable. BCIT should provide propane, if students are limited to using theirs.
- Parking at GNW is more expensive? Why? Nicola explains that all sites are different.

5.7. Question Period

- No question

5.8. Unfinished Business

5.8.1 SIFE Go Jill Go

Motion:

Be it resolved that BCITSA supports Go Jill Go

Moved by: Gord Newby

Seconded by: Aaron Kool

7/27/2

Defeated

Questions/Comments:

- How is BCITSA supporting this event? BCITSA is already doing it through SIFE's club status.
- The support was to gain access to the Great Hall and t-shirt discounts.

- There are issues about creating precedent.
- It should be a SIFE initiative. They can gain access to rooms with their club status.
- SIFE should be in contact with the other clubs to gain their support if they wish. It should not be for the SA to do.
- Issues around sustainability of the event are stated.

Motion:

Call the question

Moved by: Brian Harvey

Seconded by: Laura Chow

29/2/1

Carried

5.9 New Business

5.9.1 Unplugged for Africa

Currently the School of Business, in collaboration with the BCITSA, is organizing an event which consists of asking students to unplug from social media for 5 days in order to raise funds and awareness for Africa. Events such as guest speakers are organized throughout the week. Students can sign up in the Great Hall. Students receive 10% in the Stand Stores, cool t-shirt, note pad, button, free coffee / pizza from 7-11 for only \$20 when joining.

5.9.2 Movember

Tara has been working on the Movember campaign. An email will be sent to Clubs and Set Reps explaining the event. Funds raised will go towards prostate cancer. The Student Association will be selling mustaches for \$2. MA is organizing a bar party.

Questions / Comments:

- Did Council vote to support this event? This event is part of Tara's initiative and it is a repeat from previous years.
- How can students sign up? They can go on BCITSA website to sign up.

5.9.3 United Geeks Liberation Front Club

Motion:

Be it resolved that the BCITSA sanctions the United Geeks Liberation Front Club.

Moved by: Matthew Nolletti

Seconded by: Rodrigo Jose Mendez

32/1/0 Carried

Questions / Comments:

- Will sanctioning the club give them money automatically? No. The VP Campus Life will make a decision on how much money will be given to them.
- Will they need to gain access to rooms? By sanctioning them, it gives them privilege to book rooms on campus, like other clubs.

5.9.4 Cancellation of October 31st Council Meeting

Nicola inquires if Council would like to cancel next meeting because of Halloween.

Motion:

Be it resolved that BCITSA cancels the October 31st Council Meeting.

Moved by: Brian Harvey

Seconded by: Alex Rines

26/4/3 Carried

5.9.5 Standardization of the Executive Honorarium

Nicola proposes that all Executives receive equal honorarium amount. In the past, VPs and Chairs were paid differently given the level of work that was allocated to respective positions. However since the positions have evolved, it is found that every Executives work level is comparable therefore should be paid equally.

Motion:

Be it resolved that BCITSA standardizes all Executive honorarium to the same amount as the current President wage.

Moved by: Nicola Gardner

Seconded by: Mike Henson

Questions / Comments:

- Where would the money come from? This could represent a \$5,000 increase. Some proposes for areas where money can be taken from (i.e. expense account)
- Some feel that they should not receive a raise.
- Chairs now have to look after a multitude of campuses, adding to responsibilities.
- The work load between the VPs and Chairs is the same
- It is more work than expected.
- Each individual puts in as much as they can. We are a team, it should be the same. The issue was discussed at last year; however never brought forward to Council.

Motion:

Be it resolved that we table until next meeting.

Moved by: Alex Rines

Seconded by: Kevin Smith

30/0/2

Carried

5.10. Next Meeting

Next meeting is scheduled for Monday November 14 at 5:45pm in the Council Chamber.

5.11. Meeting adjourned

It was moved that the meeting be adjourned at 7:01pm. **Carried**

Council Meeting
Agenda
Monday, October 17th, 2011
5:30-7:30pm

- 5.1 Meeting called to order
- 5.2 Acceptance of the Agenda
- 5.3 Acceptance of the Minutes: October 3rd, 2011
- 5.4 Guest Speakers
 - 5.4.1 United Games Liberation Front Club
- 5.5 Progress Reports: Executives
- 5.6 Councilor Forum
- 5.7 Question Period
- 5.8 Unfinished Business
 - 5.8.1 SIFE: Go Jill Go
- 5.9 New Business
 - 5.9.1 Unplugged for Africa
 - 5.9.2 Movember
 - 5.9.3 United Games Liberation Front Club
 - 5.9.4 Cancellation of October 31st Council Meeting
- 5.10 Next Meeting
- 5.11 Meeting Adjourned

Progress Report – Laura Chow– Chair of Health Sciences

Last updated: Thursday, October 13, 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"> • 2nd meeting to be held Wed. Oct. 26, 2011 – will be asking for attendance Fri. Oct. 14 • Having an unofficial Mingler in early November (asking Set Reps to help organize) • Set Reps are helping putting together First Aid courses (as per Catherine’s initiatives) (seeing who’s interested, who needs First Aid)
Tuesday, September 6, 2011	Continue expansion of the Health Science Mentorship Program	<ul style="list-style-type: none"> • Meeting with Catherine & Amy Wed. Oct. 12, 2011 to get updated; Catherine to meet with BCIT Health Science Dean & Ads to get their input • Passed on list of Program Heads to Catherine to obtain mentors
	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"> • No progress as of Sept. 29, 2011
Thursday, September 22, 2011	Mental Health Awareness Week	<ul style="list-style-type: none"> • Met with Karl and Catherine Thurs. Oct. 6, 2011 to brainstorm; Karl & Catherine trying to get something in conjunction with BCIT’s plans for Oct. 25, 2011 (screening) • Talked about trying to put together a couple of booths for first week in May (i.e. Mental Health Awareness week) – may look at having a couple of volunteer groups (e.g. nurses) to overlook the programming & volunteering

		<ul style="list-style-type: none"> Also looking at having Mental Health First Aid for different groups
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, November 13, 2011
Thursday, September 29, 2011	School of Health Sciences Mixer	<ul style="list-style-type: none"> Didn't have much reception from Set Reps, therefore trying to put something together "unofficially" (see Objective #1 with regards to Set Reps)

Progress Report – Tylan Fraser – V.P Of Student Affairs

Last updated: Wednesday, October 12, 2011

Date of Introduction	Action or Outstanding Issue	Status
October 9 th , 2011	Address part time Co Op work students and U-Pass	Will bring forward in council meeting next monday
October 3, 2011	Met with Net Impact and pitched my keep your kup campaign	Idea came up about implementing a wall of cups based on the honor system (Emily carr)
October 14, 2011	Going to Emily Carr to check out the wall of cups	Will gain insight through conversing over our Monday meeting

Progress Report – Matthew Nolletti– VP Campus Life

Last updated: Wednesday October 12, 2011

Date of Introduction	Action or Outstanding Issue	Status
September 12, 2011	Club Funding Guide	<ul style="list-style-type: none">• Same as last update.
September 12, 2011	Outdoor Green Space	<ul style="list-style-type: none">• Same as last update.
September 27, 2011	Promotion of SA Events - Movember Campaign	<ul style="list-style-type: none">• Had a meeting with Dan, Olesea and Julia regarding amount of SA support for the event
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">• Olesea has a rough draft created and I am in the process of reviewing it• Publication for the end of October is on schedule• Looking to meet with Dan so it can be properly branded
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.

Chair Sch. Of Energy, Amy Erskine

Last updated: September 30th, 2011

Objective	Description	Current Status
Daycare (replacing Recycling which is still covered by other executives)	Oversee the creation of a Daycare at BCIT	Met with Caroline to get informed about project Working with architect to get plans to city for rezoning application Plan to meet with landscaper to get details about yard
Cabin	Determine what happened to the cabin BCIT owned in Whistler	Plan created: 1) Call Burnaby City Hall to determine if land titles can be searched 2) Review financial records with Ricky
Edit Bylaws	Revise & update BCITSA Bylaws for accuracy and grammar	Plan created: 1) Edit them myself (process already started) 2) Have Ricky & Nicola review
External Conduct	Have BCIT narrow the scope of the Code of Conduct for external behaviour	Plan created: 1) Consult with Maggie

Chair Sch. Of Energy, Amy Erskine

Last updated: October 12th, 2011

Objective	Description	Current Status
Daycare	Oversee the creation of a Daycare on Burnaby Campus	<p>Met with Caroline to get up to speed on daycare progress, evaluated architect's plan and made small changes regarding child access and materials to be used in messy room, chose desired landscaping plan</p> <p><u>Current status:</u> plans have been submitted to city hall for re-zoning, non-binding letter of intent signed with BCIT</p>
Cabin	Determine what happened to the cabin BCIT owned in Whistler	<p>Plan created:</p> <ol style="list-style-type: none"> 1) Call Burnaby City Hall to determine if land titles can be searched 2) Review financial records with Ricky
Edit Bylaws	Revise & update BCITSA bylaws for accuracy and grammar	I have begun editing the by-laws, many changes needed so far. Must be completed by AGM in November
External Conduct	Have BCIT narrow the scope of the Code of Conduct for external behavior	Discussed the issue with Maggie Ross, Director of Student Affairs, BCIT. She referred me to Prigden vs. University of Calgary. In the Alberta Court of Appeal decision, it was determined that students have a right to make unfavourable comments about the quality of teaching at the University as a Charter Right. We will be discussing the matter further in

		person.
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Progress Report – Gordon Newby – School of Business Chair

Last updated: Oct 12, 2011

Date of Introduction	Action or Outstanding Issue	Status
Current	Unplugged for Africa	Registration on now, had Geoffrey Bird as guest speaker at Set Rep meeting
September 2011	Still compiling a set rep list and establishing contact with department heads.	List is 94% complete.
Current	Had Set rep training session Sept 29th	Success
October 2011	Recycling on campus, starting with the broadcast building.	Concerns have been forwarded, will follow up in near future
Current	Had 1st set rep meeting OCT 5	Success, high attendance, 3 guest speakers
September 2011	Planetarium	Meet with Bill on Friday, recruited students with interest.

Progress Report–Keith Miller – ATC Chair

Last updated: October 12th, 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 has 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	83% attendance at last meeting. Continuous Set Rep recruitment and communication will keep this goal achieved.
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. Budgeting the possibility of rewarding setreps with SA merchandise(Tshirt) for their service.

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. • Asking for input from students and reps as to the services that are required.
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. • Visited GNW, obtained 2 new councillors (School of Transportation)
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). • Focusing on BMC and GNW Set Reps/ Councillors to help represent SoT. • Exploring options for representing GNW in cooperation with the 2 new councillors.

School of Computing and Academic Studies Chair, Marwan Marwan

Objective	Description	Current Status
Water Fountains in SE14 and SE16	<ul style="list-style-type: none"> • SE14: Clogged Pipes • SE16: Jammed Buttons 	<ul style="list-style-type: none"> • Contacted BCIT • Repaired
Bathroom Stalls in SE12	<ul style="list-style-type: none"> • Broken locks on both female and male bathrooms on third floor 	<ul style="list-style-type: none"> • Contacted BCIT • Repaired
Continuing issues regarding coop	<ul style="list-style-type: none"> • Students denied access to Co Op program even when course was not full 	<ul style="list-style-type: none"> • Met with Co Op instructor • Met with COMP Associate Dean

	<ul style="list-style-type: none"> • Limiting students' ability to succeed in coop based on uncontrolled circumstances, ie: finances, etc. • Restricting my advocacy on behalf of students and retaliatory actions against me for advocating 	<ul style="list-style-type: none"> • Met with BCIT Judicial Affairs
COMP Lab Access	<ul style="list-style-type: none"> • COMP students don't have access to labs after hours • ehPod computers don't have proper software for COMP students 	<ul style="list-style-type: none"> • All COMP students now have access to one or more labs after hours
Library Computers Lack COMP Software	<ul style="list-style-type: none"> • COMP students don't have access to software that is required for completing assignments, homework and for studying. 	<ul style="list-style-type: none"> • Raised issue with Library • Library is will to provide software on their computers • Library waiting for COMP school to provide list of software
Assisted Student in Dealing with Threats	<ul style="list-style-type: none"> • Contacted by student regarding threats made to them by BCIT instructor and other students. 	<ul style="list-style-type: none"> • Met with student to collect information • Put student in touch with SA Advocate (Karl) • Following up and collecting information to support case
BCIT Executives	<ul style="list-style-type: none"> • Met with BCIT executives to raise issues concerning students 	<ul style="list-style-type: none"> • Raised all issues brought to my attention during the last two set rep meetings, ie: problems with style of teaching, unsecured internet access, coop, etc.

Progress Report – Tara Johnson – V.P of External

Last updated: October 12, 2011

Date of Introduction	Action or Outstanding Issue	Status
Friday, October 7th	November Campaign	Developed Business Plan for November

		Contact with clubs on promotion
		Creating pub “kick-off” party on November 4th
		Gained prized, purchased Movember inventory
		Process of finalizing Marketing Campaign

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

Last updated: October 13, 2011

Date of Introduction	Action or Outstanding Issue	Status
June, 2011	Coop for Financial Management students	<ul style="list-style-type: none"> Financial Management Program Heads & Associate Dean had a meeting with the Co Op Office. There seems to be enough momentum and support for the Co Op from all the stakeholders. It's all about getting it done now.
August, 2011	Campus Food Bank	<ul style="list-style-type: none"> Brought up the Food Bank issue with BCIT executives. Got an email back from Lorcan, will follow up.
September, 2011	Business Cards and Name Badges	<ul style="list-style-type: none"> Taj, Ctrl P Supervisor is waiting for the cutter to be shipped. Saw sample of the business cards, quality is decent. Might look at alternatives as well. Taj is going to order a proof of the name badges.

September, 2011	Pub Promotions (UFC 137 fight)	<ul style="list-style-type: none"> Email blast was sent out to few BCIT students. Cannot get the fight because of short notice. Pub staff isn't ready/willing to work an UFC fight. Looking for future big fights to be held at the pub. With enough notice and presale, there is a lot of value (profit) in hosting the fight.
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 councillors</p>	<ul style="list-style-type: none"> Work in Progress, I anticipate at least each item on the list by November.

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 Waiting to hear back from TransLink

<p>Legacy of Leadership. Raising money for students at BCIT</p>	<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 Pommashea Thursday to discuss Legacy of Leadership. Verbal report at meeting
<p>Improving student life on campus and engaging students with BCITSA & BCIT</p>	<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"> • BBQ and Hot Dog eating contest to be held Nov. 2nd • Kicks off next week.