



**BCIT Student Association  
Council Meeting Minutes  
Monday, January 23, 2012**

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

**Councilors:**

Mike Hanson	Jonathan Ng
Oshea Jephson	Tracy Jowett
Bailey McRae	Minoru Nakano
Rodrigo Jose Mendez	Denis Dobrozdravich
Frances Torres	Marcus O'Reilly
Michelle Dragon	Duff Walker
Cole Harrison	Aaron Kool
Jacob Kwitkosk	Ben Plasche
Zac Der	Emily Pawluk
Oge Anoliefoh	Avinaash Kapil
Daniel Smith	Chris Yendall

**Staff:** Caroline Gagnon, Director

**Absentee:** Alex Rines  
Kevin Smith  
Marc Yap  
Jonathan Rock  
Victor Lu

**Guests:** Tom Moore  
Melissa Giles

**9.1. Meeting Called to Order**

The Chairperson, Nicola Gardner, called the meeting to order at 5:45pm.

**9.2. Acceptance of the Agenda**

It was moved that the following agenda be accepted as distributed.

*Moved by: Gord Newby*

*Seconded by: Brian Harvey*

**32/0/0**            **Carried**

### **9.3. Acceptance of the Minutes – January 9, 2012**

Be it resolved that the minutes from January 9, 2012 be accepted as distributed.

*Moved by: Rodrigo Jose Mendez*

*Seconded by: Tara Johnson*

**31/0/1**            **Carried**

### **9.4 Guest Speakers – Tom Moore, BCIT Housing Manager**

Tom Moore and Melissa Giles from housing inform Council of the opportunities for all students to apply for a Residence Advisor (RA) position. RAs are live-in community leaders who organize social life and run the day-to-day activities for their respective residence. Further, they support students in needs, refer them to services and conduct administrative duties.

In exchange, RAs gets to live in a one-bedroom apartment free of rent. The apartment is 700sq.ft, and it includes free utility, internet and parking. They also receive \$1000 per term as an honorarium. RAs will receive a 17-day training session including a 4-day retreat.

Candidates can be students and or newly graduates. They must be available evenings and weekends according to the set schedule.

If anyone is interested, there will be an information session on Feb 8<sup>th</sup>, at 6:30pm in the residence. Student can contact Tom Moore ([tom\\_moore@bcit.ca](mailto:tom_moore@bcit.ca)) or Melissa Giles ([melissa\\_giles@bcit.ca](mailto:melissa_giles@bcit.ca)) directly for further information.

#### **Questions:**

- Can married or in relationship couples apply? Yes.
- How many positions? 7 positions are available in total. Existing RA need to reapply every year. They will take the best candidates out of the applicants.
- What does it takes to be an RA? Students need to be a proven leader, interested in BCIT, be a good communicator, and having experience with young adults are all good points to have.
- Is there a minimum age? No, but candidates need to possess some life experiences.
- Is there a time frame for graduates? No.
- When is the deadline? On February 16<sup>th</sup> all applications must be in.
- Are you advertising on Satellite Campuses? Yes

## 9.5. Executive Progress Report

See attached plus additional comments:

### **Marwan:**

- Working on a data base tracking campus related issues. The database would create complete knowledge of what has been happening on our campuses and their resolutions throughout the years. When students raise issues with their School, these issues will be tracked so that incoming Executives can pursue them. The work is done in collaboration with the U-connect.
- Assisting the Club to organize a Lan party.

### **Gord:**

- Addressed the issue of vending machines with BCIT. Was satisfied with their response; however will continue to monitor it to ensure that they deliver what was promised.

### **Ricky:**

- Shares the mid-year financial review report.
  - **Stores** - Sales up 7.3% Net profit 11.3k ahead of budgeted for YTD
  - **Pub** - Sales down 4.91%, Net profit 5.8k behind budget for YTD
  - **Services** - Somewhat underspent to budget by 34k
  - **Admin** - Ahead of budget by 70k
  - Total Before Capital levy, Health, Clubs - Ahead of Budget by 110 K
  - **Capital Levy** - Expenses all related to summer lounge costs
  - **Health** - Premiums rate increase by 12.1%. Growth in plan was approx. 6%. In total 18% increase explained by these 2 factors
  - **Clubs** - Never budgeted because cannot - should be a zero sum thing because essentially can only spend cash they earn therefore zero net income

## 9.6. Councilor Forum

- GNW is getting weights by the end of February.
- Lan party is scheduled for February 24<sup>th</sup>, in SE6 first floor. Dinner and fun.

## 9.7. Question Period

- Amy introduce Oge Anoliefoh as the new School of Energy Councillor

## 9.9. Unfinished Business

No unfinished business

## 9.9 New Business

### 9.9.1 Student Fee adjustment based on the increase in cost of living.

Caroline informs that BCITSA will increase the Student Activity Fees by 2.4% for the 2012-2013 academic year. This increase is based on a 2006 Referendum.

#### **Motion:**

Be it resolved that BCITSA approves an increase of \$15 to no more than \$215 for the 2012-2013 Extended Health and Dental Insurance Fees.

*Moved by: Nicola Gardner*

*Seconded by: Tara Johnson*

**26/02/4**

**Carried**

#### **Questions/Comments:**

- It is explained that this Extended Health and Dental fund will be running at a deficit of \$50,000 this year. This deficit was anticipated, since Council had made the decision not to increase the fund to its projected cost of \$207, but charge \$200 to students since the U-pass and the Capital Fund were created.
- Will there be any cuts to other areas, or can we cut elsewhere? No, the fund is a segregated fund, which means that it runs separately from the operational funds. The deficit is taken from the existing reserve.
- The worth of the increase is only \$8.00, since we knew that there will need to be an increase of \$7.00 for this year.
- If Council doesn't approve the increase, it will continue to take away from the reserve to a point that we will need to cut the program.
- Another idea is to cut the offering of the Insurance Program in order to match the cost.
- Could SA look at other methods of delivery, such as offering ourselves Dental Services?
- Other schools have gone to a self-insurance method. They are finding out that it is not really saving a lot of money, for the risk that the SA would be taking.
- Does opt-out influence the plan? How does it work? Only students with coverage can opt-out of the program. By having more people on the plan, especially if students don't use it, could be cost effective. However the plan was not set up that way.
- If we don't increase, it is anticipated that there will be \$150,000 deficit next year.
- Some students are more afraid of other fees that BCIT charges than increasing this fee.
- BCITSA Extended Health and Dental Fee is one of the lowest in the country.

- Could we increase the fee over the years instead of all of the cost in one year? Could we anticipate usage/costs and then plan according. It could be very challenging to predict future usage, but we could work with the provider to come-up with a forecast.

#### **9.10. Next Meeting**

Next meeting is scheduled for Monday February 6, 2012 at 5:45pm in the Council Chamber.

#### **9.11. Meeting adjourned**

It was moved that the meeting be adjourned at 6:30pm. **Carried**

Council Meeting  
Agenda  
Monday, January 23<sup>rd</sup>, 2012  
5:30-7:30pm

- .1 Meeting called to order
- 9.2 Acceptance of the Agenda
- 9.3 Acceptance of the Minutes: January 9<sup>th</sup>, 2012
- 9.4 Guest Speakers
  - 9.4.1 Tom Moore, Housing Manager
- 9.5 Progress Reports: Executives
- 9.6 Councilor Forum
- 9.7 Question Period
- 9.8 Unfinished Business
- 9.9 New Business
  - 9.9.1 Student Fee adjustment based on the increase in cost of living.
- 9.10 Next Meeting on February 6<sup>th</sup>, 2012
- 9.11 Meeting Adjourned

**Progress Report – Gordon Newby – School of Business Chair**

**Last updated:** Jan 19, 2012

<b>Date of Introduction</b>	<b>Action or Outstanding Issue</b>	<b>Status</b>
September 2011	Planetarium	I am establishing contacts and a game plan with Bill working towards utilizing underutilized space. On hold for now
October 2011	Joined a committee. RE harassment & discrimination materials with Monica Kay	Awaiting next meeting
November 2011	Vending Machines on Campus	New Machines in place, however, the product is the same, and prices have been raised.... investigating
Set Rep Meeting	Next	Week
Current	BBA 3 <sup>rd</sup> year info session	Organizing with Kevin Wainwright
Current	Working towards student space and amenities for students in the broadcast building.	Water fountain fixed, looking for approval of space for a microwave. Finding out space is extremely limited.
Jan 2012	Towel less dryers on Campus	Starting this Initiative.... Will include a proposal to BCIT
Current misc. tasks, investigations, and to do list as per set rep meetings	<ul style="list-style-type: none"> <li>• Food Avail to students on weekends</li> <li>• Water fountains</li> <li>• Follow up on Vending Machines</li> <li>• Jumper cables</li> </ul>	In progress

## Progress Report – Laura Chow– Chair of Health Sciences

**Last updated:** Thursday, January 19, 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"> <li>• Set Rep meeting: Wednesday, January 11, 2012 at 5:30pm; 19 attended (only 17 signed in)</li> <li>• Guests: Heather Hyde (Counselling Services); Brian Harvey (Pool Tournament); Kathleen Bird (Legacy Club)</li> <li>• Next Set Rep meeting: Wednesday, February 8, 2012 at 5:30pm Stephen Lam from IT services coming)</li> </ul>
Tuesday, September 6, 2011	Continue expansion of the Health Science Mentorship Program	<ul style="list-style-type: none"> <li>• Planning to work with Catherine after my practicum (day I would train the next SOHS Chair) and re-evaluate the program to make it more accessible and work better with the SOHS programs individuals (i.e. work around the practicums/clinical)</li> </ul>
	Recycling – work with Nicola to improve recycling at Burnaby Campus	<ul style="list-style-type: none"> <li>• Initiative dropped Dec. 5, 2012</li> </ul>
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"> <li>• Mentioned that position is up for grabs at last Set Rep meeting and talking to SOHS councillors to let them know it's available</li> <li>• Coming up with a document stating basic duties of the job for anyone interested. Passed document along to the other Chairs so that all can share the information to anyone interested.</li> </ul>
Thursday, September 22, 2011	Mental Health Week	<ul style="list-style-type: none"> <li>• Met with Karl &amp; Catherine to come up with a plan in terms of what the SA wants to offer students for Mental Health Week; discussed what we will present to identified parties on January 23, 2012</li> <li>• Will be presenting a way to get unified stance from all identified parties during the week (e.g. T-shirt colour) – want to find a way where this is sustainable for years (i.e. T-shirts have no year)</li> <li>• Meeting with identified parties January 23, 2012 4-5pm (e.g.</li> </ul>



		counselling, HR, security, etc...)
Monday, September 12, 2011	Re-visit Whistler Retreat	<ul style="list-style-type: none"> <li>• Trip to Harrison weekend of January 20 – 22, 2012</li> <li>• Discussed a few things about Whistler with Anna on Tuesday, January 10, 2012; will likely go through the revision with her before presenting it at an executive meeting (after Harrison)</li> </ul>
Thursday, September 29, 2011	School of Health Sciences Mixer	<ul style="list-style-type: none"> <li>• Considering planning another event; will depend on the time I have left before leaving on practicum (would like to organize one, but will have to see)</li> </ul>
Monday, October 17, 2011	Harassment & Discrimination Committee	<ul style="list-style-type: none"> <li>• No progress as of January 5, 2012—will email Monica to ensure that a meeting happens before I leave on practicum</li> </ul>
Friday, November 18, 2011	Criminal Record Check Process	<ul style="list-style-type: none"> <li>• Meeting with Alex Ku &amp; Karl went well – discussed major concerns of students and went over ways that the school could have better communicated the issue</li> <li>• Met with Justin Kohlman &amp; Karl on Friday, January 14, 2012 to discuss the same issues brought forward with Alex. Brought Justin up to speed and suggested ways that communication might be improved the next time something like it comes up. Was also told that students who had previously had criminal record checks done (but not under the process as required by the BC Ministry) will need to get it done (BCIT had just found out Friday, January 14, 2012). We discussed ways to make sure that ALL students affected receive the message (e.g. email from the Dean, Dean passing on message to ADs who will forward to program heads &amp; instructors, email from me to Set Reps) as BCIT has already formulated a letter to send to students. Justin has also met with the VP Finance to discuss the ways that the BC government implements programs.</li> <li>• Met with Amanda Hill &amp; Bill &amp; Karl on Monday, January 17, 2012 to run through what was discussed with Alex and Justin.</li> <li>• Sent message sent by BCIT to Set Reps to spread word of 2<sup>nd</sup>/1<sup>st</sup> year students who need to get a new criminal record check done.</li> </ul>

Wednesday, January 11,  
2012

Quick Access Stations on campus

- Brought forward by Set Reps – would like to have quick access stations where students can quickly check email/class schedule/print notes (ideally no login required—set up similar to what’s in the bookstore) around campus. Rather than having to run around finding open labs (or when students don’t know where the computer labs are) these stations would be easily accessible in the different BCIT buildings.
- Emailed Justin Kohlman & Stephen Lam (IT services) on Thursday, January 12, with regards to the idea. Including Tylan in discussion as of Monday, January 16.
- Will approach Stephen Lam with the idea at next Set Rep meeting.

**President, Nicola Gardner**

<b>Objective</b>	<b>Description</b>	<b>Current Status</b>
U-Pass BC	<ul style="list-style-type: none"><li>• Getting ISEP and Tech Entry Students included in the program</li><li>• Getting in-progress students in the program</li><li>• Surveying part-time students to see if the U-Pass is something they want</li><li>• Improving service to BCIT</li></ul>	<ul style="list-style-type: none"><li>• To be included as of January 1st</li><li>• To be presented at council</li><li>• To be held next semester</li><li>• Waiting to hear back from Trans Link</li></ul>
Legacy of Leadership. Raising money for students at BCIT	<ul style="list-style-type: none"><li>• A fund created by the BCITSA foundation where BCIT will match all money raised to be given out to students, improve campus etc.</li><li>• To hold a fundraiser next semester to raise money for student bursaries.</li></ul>	<ul style="list-style-type: none"><li>• Re-vamping Toon- in for next semester</li></ul>
Improving student life on campus and engaging students with BCITSA & BCIT	<ul style="list-style-type: none"><li>• BBQ and Hot Dog eating contest to be held at NE1 next month</li><li>• Adding temporary lounge space to DT campus with plans for a permanent lounge in the future</li></ul>	<ul style="list-style-type: none"><li>• Was a great success!</li></ul>

<p>Improve BCITSA executive elections</p>	<ul style="list-style-type: none"> <li>• Bring student awareness and engagement for elections. Ensure no position runs uncontested.</li> </ul>	<ul style="list-style-type: none"> <li>• Not relevant until March</li> </ul>
<p>Improve recycling on campus</p>	<ul style="list-style-type: none"> <li>• Replace garbage bins in washrooms with recycling bins</li> <li>• Compost for Pub food</li> </ul>	<ul style="list-style-type: none"> <li>• The BCITSA is officially composting fruit and vegetable waste and coffee and tea</li> <li>• Hand dryer in women's washroom in the pub</li> </ul>
<p>Restructuring BCIT's registration system</p>	<ul style="list-style-type: none"> <li>• Students would be classified as either part time/ full time base on course load not program</li> </ul>	<ul style="list-style-type: none"> <li>• Conducting survey of current part time students</li> <li>• Meeting with VP student services Monday January 23rd</li> </ul>
<p>Lobbying provincial government for better funding</p>	<ul style="list-style-type: none"> <li>• re instate provincial non-needs based bursaries</li> <li>• lower interest rates on student loans</li> <li>• Better funding for PSI's (improved infrastructure)</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting with group WTF "where's the funding" Saturday January 21<sup>st</sup></li> <li>• Valentines campaign to be explained at council</li> <li>• Meeting with MLA's March 26-28 while they are in session to discuss/put pressure on the govt.</li> </ul>

### Progress Report – Tara Johnson – VP External

**Last updated:** Thursday, January 19, 2012

Objective	Description	Current Status
Marketing	Right Brothers Extravaganza	Contacted SA Marketing Manager Dan Close to generate media attention to event being held at the Aerospace campus on Friday Feb 24 <sup>th</sup> .
Research Project	Alumni Association	Meeting with Alumni Association on Wednesday Jan 19 <sup>th</sup> , to discuss the potential for a project beginning after Spring Break. Purpose is to develop marketing and surveys targeted at retaining loyalty to BCIT students.
Completion for Movember Campaign	Recognition Award	Presented to School of Energy for their commitment of raising over \$3000 during the Movember campaign.

### Progress Report – Matthew Nolletti– VP Campus Life

**Last updated:** Wednesday, January 18, 2012

Date of Introduction	Action or Outstanding Issue	Status
September 12, 2011	Club Funding Guide	<ul style="list-style-type: none"> <li>• Complete and in use.</li> <li>• Will appear on the website very soon</li> </ul>
September 12, 2011	Outdoor Green Space	<ul style="list-style-type: none"> <li>• DELETED</li> <li>• After meeting with the BCIT Executives, they have informed me that they have plans in the upcoming years to re-vamp that space outside SW9</li> <li>• Would not be effective to invest in that space right now</li> </ul>
September 27, 2011	Promotion of SA Events - Movember Campaign	<ul style="list-style-type: none"> <li>• FINISHED</li> <li>• Successful Campaign!</li> </ul>
September 12, 2011	New SA Car & Golf Cart	<ul style="list-style-type: none"> <li>• DELETED</li> <li>• Don't think it is beneficial to "enhancing student life"</li> </ul>

September 12, 2011	VPCL Transition Guide	<ul style="list-style-type: none"> <li>• FINISHED</li> <li>• Orientation materials complete, with copy of master excel workbook on the vpcl hard drive</li> <li>• Will be compiling other materials as they come up throughout the year</li> </ul>
September 20, 2011	Clubs Application Forms	<ul style="list-style-type: none"> <li>• Complete and in use</li> <li>• Will appear on the bcitsa.ca website soon</li> </ul>
December 28, 2011	Link – Student Press Program	<ul style="list-style-type: none"> <li>• Drafted Proposal for John</li> <li>• He is very very excited, he is fine tuning it at the moment and will pick it back to me soon</li> </ul>
September 6, 2011	Orientation Day	<ul style="list-style-type: none"> <li>• FINISHED</li> <li>• Complete, and a huge success.</li> <li>• I killed it</li> </ul>
November 23, 2011	Design Committee	<ul style="list-style-type: none"> <li>• FINISHED</li> <li>• I will be helping out with the designs of the 2<sup>nd</sup> and 3<sup>rd</sup> floor of our project</li> <li>• Tara, Caroline and I will be interviewing Architectural firms</li> </ul>

### **Chair Sch. Of Energy, Amy Erskine Half-Year Progress Report**

<b>Objective</b>	<b>Description</b>	<b>Current Status</b>
Recycling	Improve recycling services on Burnaby Campus	<ul style="list-style-type: none"> <li>• Dropped for daycare responsibilities.</li> <li>• Other council members have continued on with this campaign, Nicola – success with composting</li> </ul>

Cabin	Determine what happened to the cabin BCIT owned in Whistler	<ul style="list-style-type: none"> <li>• Consulted with Whistler realtor several times.</li> <li>• She indicated that it may be near impossible to find it with the information available, but that she would get back to me in the new year.</li> <li>• I am going to seek more information and try other avenues such as reviewing the financial records.</li> </ul>
Edit Bylaws	Revise & update BCITSA bylaws for accuracy and grammar	<ul style="list-style-type: none"> <li>• Revised.</li> <li>• Need to be typed in appropriate format.</li> </ul>
External Conduct	Have BCIT narrow the scope of the Code of Conduct for external behaviour	<ul style="list-style-type: none"> <li>• Objective completed</li> <li>• Consulted with Maggie Ross through series of emails.</li> <li>• Response citing court of appeal ruling for students was reassuring.</li> <li>• Met with Maggie, she personally assured she would never be using the document to persecute students in this fashion.</li> <li>• I am fairly satisfied with this resolution</li> </ul>
Mentoring program	Continue the 2010 chair's goal of creating a mentoring program within the school of energy	<ul style="list-style-type: none"> <li>• Consulting with Catherine to create a mentoring program for the school of energy.</li> <li>• Finding mentors and mentees through emailing SA and industry connections and personal networks</li> </ul>
Daycare committee	Represent council in daycare matters and inform council of important progress	<ul style="list-style-type: none"> <li>• Communicate with Caroline at least weekly for briefings.</li> <li>• Evaluate plans and drawings.</li> <li>• Read lengthy contracts.</li> <li>• Report progress to council through progress reports, verbal reports and making motions at council.</li> </ul>
Lounge committee	Improve student space	<ul style="list-style-type: none"> <li>• Reviewed project designs, approved expenses and requested additional research, as needed.</li> <li>• Selected designs for further presentation: Jan 18.</li> </ul>

movember	Raise as much money as possible for the movember campaign	<ul style="list-style-type: none"> <li>• created contest for school of energy</li> <li>• raised over \$3200</li> <li>• awarded trophy to winning group</li> <li>• Personally fundraised by wearing moustaches!</li> </ul>
Personal goal: Attend as many meetings as possible	If the meeting was not during class time, I should be there!	Excellent! Did not miss any meetings with the exception of the informal discussion sessions (sorry marwan!) Met a member of parliament, people in charge of policy reform, and institute heads as a result.

**Progress Report – Ricky Dasgupta – VP of Administration and Finance**

**Last updated:** January 19<sup>th</sup>, 2011

June, 2011	Coop for Financial Management students	<ul style="list-style-type: none"> <li>• It is making progress; companies are being contacted to gauge their interest.</li> </ul>
August, 2011	Campus Food Bank	<ul style="list-style-type: none"> <li>• Catherine has started putting the bins in Uconnect and the stores.</li> </ul>
September, 2011	Business Cards and Name Badges	<ul style="list-style-type: none"> <li>• Talk to Taj and get a ordering system up and running a.s.a.p.</li> </ul>
September, 2011	Transition Policy	<ul style="list-style-type: none"> <li>• Present the transition package to Caroline and the Executives for approval. Integrate transition into the bylaws.</li> <li>• Chairs and V.Ps are proactively working on their own personal transition package. Nicola would like to do an end of the year presentation.</li> </ul>
September, 2011	Revamp Set Rep awards, increase student awards and bursaries	<ul style="list-style-type: none"> <li>• Executives are really supportive of the Set Rep Awards; need to talk Caroline to see if it's possible to get BCIT to financially support it.</li> </ul>



September, 2011	Review processes and operations of BCITSA	<ul style="list-style-type: none"> <li>As I will be working on the first presentation, there will be further discussions of S.A operations with Roland (our controller).</li> </ul>
September, 2011	Increase understanding of BCIT Financial among executives and councillors	<ul style="list-style-type: none"> <li>Comments were made by the execs to provide a brief overview along with top 3 financial things the SA is involved with.</li> </ul>

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

<b>Objective</b>	<b>Description</b>	<b>Current Status</b>
24 hr. Access	24 hr lab/class access during critical deadline times of the year	<ul style="list-style-type: none"> <li>No new update.</li> </ul>
Unity	Work to better unite campuses through communications and events (focusing on GNW & BMC)	<ul style="list-style-type: none"> <li>Friday, February 10, 2012 for BCITSA Pool Tournament, Pub open until 11pm.</li> <li>Hoping to get multiple campuses and school out to Pool Tournament</li> </ul>
Improve participation within the school	Improve participation within the school of Transportation, Construction & Environment and have equal representation	<ul style="list-style-type: none"> <li>Jan. Set Rep, 20 attendees</li> <li>BMC Jan Class Rep, 9 attendees (up from last meeting)</li> </ul>
Connecting students with industry	Explore ways to provide means to allow students to meet with industry professionals to increase confidence and job acquisition post-graduation.	<ul style="list-style-type: none"> <li>ASTTBC Sponsoring Pool Tournament</li> </ul>

**Progress Report – Marwan Marwan – Chair of Computing**

**Last updated:** Thursday, January 19<sup>th</sup>, 2012

Not submitted on time.

**Progress Report – Tylan Fraser – V.P of Student Affairs**

**Last updated:** Thursday, January 19<sup>th</sup>, 2012

January 12	<ul style="list-style-type: none"> <li>meeting with net impact about further development for promotional keep your cup campaign</li> </ul>
January 18	<ul style="list-style-type: none"> <li>decided to take on the issue with increasing gym hours</li> </ul>
January 18	<ul style="list-style-type: none"> <li>looking for a promotional plug with recon/and radio promotions on seymour mountain.</li> </ul>

**Progress Report–Keith Miller – ATC Chair**

**Last updated:** Thursday, January 19<sup>th</sup>, 2012

<b>Date of Introduction</b>	<b>Action or Outstanding Issue</b>	<b>Description</b>	<b>Status</b>
September 6 <sup>th</sup> , 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 <sup>th</sup> , 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 <sup>th</sup> , 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 Set Reps with SA merchandise (Tshirt) for their service.

