



**BCIT Student Association  
Council Meeting Minutes  
Monday, February 6, 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  
Laura Chow, Health Sciences Chair  
Amy Erskine, Energy Chair  
Keith Miller, Chair of ATC

**Councilors:**

|                 |                     |
|-----------------|---------------------|
| Mike Hanson     | Jonathan Ng         |
| Oshea Jephson   | Tracy Jowett        |
| Marc Yap        | Minoru Nakano       |
| Frances Torres  | Denis Dobrozdravich |
| Michelle Dragon | Marcus O'Reilly     |
| Jacob Kwitkosk  | Aaron Kool          |
| Zac Der         | Ben Plasche         |
| Oge Anoliefoh   | Emily Pawluk        |
| Daniel Smith    | Avinaash Kapil      |
|                 | Chris Yendall       |

**Staff:** Genevieve Gobeil, Outreach Coordinator

**Absentee:** Marwan Marwan  
Bailey McRae  
Rodrigo Jose Mendez  
Alex Huijsman  
Duff Walker  
Alex Rines  
Kevin Smith  
Caroline Gagnon

**Guests:**

**10.1. Meeting Called to Order**

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

**10.2. Acceptance of the Agenda**

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

*Moved by: Laura Chow*

*Seconded by: Oshea Jephson*

**27/0/1**      **Carried**

### **10.3. Acceptance of the Minutes – January 23, 2012**

Be it resolved that the minutes from January 23, 2012 be accepted as distributed.

*Moved by: Denis Dobrozdravich*

*Seconded by: Bryan Harvey*

**28/0/0**      **Carried**

### **10.4 Guest Speakers**

No guest speaker

### **10.5. Executive Progress Report**

See attached plus additional comments:

#### ***Brian Harvey***

- He encourages teams to register and students to attend Pool Tournament on Friday

#### ***Nicola Gardner***

- From extra U-pass money not used, Nicola requested that money be given back to students and it was agreed that GNW receive a pool table, BMC a punching bag, and \$4500 go towards clubs who previously applied for competition fees.
- Nicola and Tara are working with the WTF(Where's the Funding) Organization on a Valentine's Campaign where students sign Valentine's confirming their support for restored grants, increased Post-secondary funding, and reducing interest on student loans. The Goal is to have at least 250 returned and signed Valentine's from BCIT with a total of 5000 going to the Legislature on February 14<sup>th</sup>. Please spread the word and have your classes sign and return the Valentine's to the BCITSA main office or Uconnect by Monday Feb 13<sup>th</sup>.

### **10.6. Councilor Forum**

- Marcus O-Reilly asks why GNW has no U-pass dispenser. Nicola responded that it is most likely due to cost but that she can look into them having extras with the secretary like ATC.

### **10.7. Question Period**

No questions.

**10.8. Unfinished Business**

Gordon Newby informs Council that there are now jumper cables available for use by students in BCITSA's main office. Councilor suggests putting them in STAND Central for longer access.

**10.9 New Business**

Tylan Fraser requests that everyone brings their own cup to next meeting. Councillor suggests purchasing a set of reusable cups for meeting usage. Laura Chow informs Council that Mike from the Pub has purchased new BCITSA glasses.

**10.10. Next Meeting**

Next meeting is scheduled for Monday February 20, 2012 at 5:45pm in the Council Chamber.

**10.11. Meeting adjourned**

It was moved that the meeting be adjourned at 5:57pm. **Carried**

Council Meeting  
Agenda  
Monday, February 6<sup>th</sup>, 2012  
5:30-7:30pm

- 10.1 Meeting called to order
- 10.2 Acceptance of the Agenda
- 10.3 Acceptance of the Minutes: January 23<sup>rd</sup>, 2012
- 10.4 Guest Speakers
- 10.5 Progress Reports: Executives
- 10.6 Councilor Forum
- 10.7 Question Period
- 10.8 Unfinished Business
- 10.9 New Business
- 10.10 Next Meeting on February 20<sup>th</sup>, 2012
- 10.11 Meeting Adjourned



**President, Nicola Gardner**

| Objective   | Description   | Current Status   |  |
|---|---|--|--|
| 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>• Successful</li><li>• Successful</li><li>• To be held next semester</li><li>• Waiting to hear back from TransLink</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>   |  |

|   |  |   |
|---|--|---|
|   |  |   |
| Improve BCITSA executive elections                | <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>• <b>All executives are writing job profiles to begin promoting elections</b></li> </ul>   |
| Improve recycling on campus                       | <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> <li>• <b>Hand dryer being installed in men's washroom in the pub</b></li> <li>• <b>Conducting cost benefit analysis of paper towel vs. hand dryers at BCIT</b></li> </ul> |
| Restructuring BCIT's registration system          | <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 Friday February 3rd</li> </ul>   |
| Lobbying provincial government for better funding | <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>• <b>Valentines campaign to be explained at council</b></li> <li>• <b>Meeting with MLA's February 14th</b></li> <li>• Meeting with MLA's March 26-28 while they are in session to discuss/put pressure on the govt.</li> </ul>   |

**Chair Sch. Of Energy, Amy Erskine**

| <b>Objective</b>     | <b>Description</b>   | <b>Current Status</b>  |  |
|----------------------|--|--|--|
| Daycare              | Oversee the creation of a daycare on Burnaby Campus                          | Met with Caroline regarding status. No new information at this time  |  |
| Cabin                | Determine what happened to the cabin BCIT owned in Whistler                  | No response from alleged BCIT Lodge. Attempted second contact. If there is no response again, I will seek new avenues to pursue  |  |
| Edit Bylaws          | Revise & update BCITSA bylaws for accuracy and grammar                       | Bylaws are currently being typed into the appropriate format. There are dozens of changes and processing them into the correct format is very time consuming. Will be complete by Monday for meetig with Ricky to review changes. Pages have been sent to Executives to approve their job descriptions |  |
| Lounge Committee     | Improve BCIT's outdoor spaces  | No new information at this time.   |  |
| Transition Documents | Create a comprehensive training package for the incoming Chair of Energy     | New Initiative   |  |
| Promote Election     | Have at least two candidates for my position and promote the other positions | New Initiative. Promoted to several councillors and set reps. Found some interest for the External position  |  |



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

**Last updated:** Feb 02, 2011

| <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.<br>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<br>Also, looking for the results of the food survey that was done on campus. |
|   |  |   |
| Feb 2012  | Increasing power outlets in the library  | Will be setting up a meeting with David Pepper about the possibility of installing permanent power bars in the library  |
| Current   | Working towards student space and amenities for students in the broadcast building.  | Still waiting on a decision for placement   |
| Current misc. tasks, investigations, and to do list as per set rep meetings | <ul style="list-style-type: none"><li>• Power bars</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, February 2, 2012

| 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>• Next Set Rep meeting: Wednesday, February 8, 2012 at 5:30pm (as of Wednesday, February 1, 2012 25 confirmed Set Reps for attendance; 1 potential candidate for Chair for next year)</li> <li>• Guests: Stephen Lam from IT services</li> </ul>   |
| Tuesday, September 6, 2011    | Continue expansion of the Health Science Mentorship Program   | <ul style="list-style-type: none"> <li>• Will 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> <li>• Have to work on reaching the right individuals for the program— will work towards putting something together to give Set Reps to give to their class as a general information package, then they can receive the mentorship forms</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>• Sent out document of basic duties of the job to Zac &amp; Jonathan (SOHS 1<sup>st</sup> year councillors this year)</li> <li>• Have sent the document to Set Reps who have asked for more information on the job</li> <li>• Have a meeting with a prospective applicant on Thursday, February 2, 2012 at 1:30pm to discuss more specifics on how to obtain the role</li> <li>• Will work on promoting the job again at the next Set Rep meeting on February 8, 2012 – have indicated to all that I'm happy to meet with any interested parties</li> <li>• Invited interested parties to the next Set Rep meeting (Feb. 8) and will be also suggesting that they attend a Council meeting while I'm still here so I can effectively answer questions</li> </ul> |

|                                     |                                  |   |
|-------------------------------------|----------------------------------|---|
| <p>Thursday, September 22, 2011</p> | <p>Mental Health Week</p>        | <ul style="list-style-type: none"> <li>• Have Tylan (VP Student Affairs) to help with the organization of the event</li> <li>• Met with Karl, Catherine, Ty &amp; identified parties (HR, counselling, disability resource, aboriginal services, rec services, clinic, etc...) on Monday, January 23, 2012 3-4pm – all parties are very interested in working together; looks like meeting quarterly might be a possibility</li> <li>• Meet with Karl &amp; Catherine on Monday, January 30, 2012 to work out the details of the week so can start planning &amp; organizing</li> <li>• Would like to contact Bell &amp; the Vancouver Canucks to see if there's a way we can partner with them for 1 day of the week – will do so after Karl comes around with some more ideas &amp; possible partners</li> <li>• Searching for different grants that we might qualify for with regards to the event/campaign (will have to meet with Karl again)</li> <li>• Had meeting Wednesday, February 1, 2012 at 3pm with Karl &amp; 4 Health Science students for more brain-storming</li> <li>• Working with Karl to try to push to formalize our plan a little more so I can start contacting partners and different organizations we would like to have participate in the event &amp; organize volunteers</li> <li>• Have constructed an idea chart &amp; a tentative-move-able schedule on Karl's wall (Wednesday, February 1, 2012)</li> <li>• Brought the idea forward at the BCIT/BCITSA executive meeting on Wednesday, January 25, 2012—Tomi (VP HR) was very receptive to the idea; once I have a better idea of what's going on for the week, I will pass on information to Tomi &amp; present at the next executive meeting to ask for support</li> </ul> |
| <p>Monday, September 12, 2011</p>   | <p>Re-visit Whistler Retreat</p> | <ul style="list-style-type: none"> <li>• Trip to Harrison weekend of January 20 – 22, 2012</li> <li>• Waiting for reports from Ricky about Whistler &amp; Harrison retreats—need to have details with regards to the number of individuals present as 2 Executives missed Harrison &amp; some missed a day or 2 in Whistler</li> </ul>  |

|                              |                                       |   |
|------------------------------|---------------------------------------|---|
|                              |                                       | <ul style="list-style-type: none"> <li>• Will work on finding ways to reduce costs for the SA (particularly putting a meal cap)</li> </ul>  |
| Thursday, September 29, 2011 | School of Health Sciences Mixer       | <ul style="list-style-type: none"> <li>• Don't think I'll have time to organize another one before I leave on practicum—will try to promote this initiative to the next Chair to see if they'd be willing to carry on</li> </ul>  |
| Monday, October 17, 2011     | Harassment & Discrimination Committee | <ul style="list-style-type: none"> <li>• No progress as of January 5, 2012— emailed Monica Tuesday, January 24, 2012 to try to ensure that a meeting happens before I leave on practicum (as of Wednesday, February 1, 2012, no response)</li> </ul>  |
| Friday, November 18, 2011    | Criminal Record Check Process         | <ul style="list-style-type: none"> <li>• Considering sending a letter to the Ministry of the Attorney General with regards to the Criminal Record Check process, but as a student voice, not necessarily as the position of Chair</li> <li>• BCIT has now been informed of the ways that would have made the process better for students</li> <li>• Have passed out information to 2<sup>nd</sup> year students who have to get new criminal record checks done—heard of some verbal complaining, but nothing concrete (i.e. no formal complaints sent to me) – had a response from 1 Set Rep who may be writing a letter – having Set Rep write letter and direct it to me/Karl to forward up to Justin</li> </ul> |
| Wednesday, January 11, 2012  | Quick Access Stations on campus       | <ul style="list-style-type: none"> <li>• Will approach Stephen Lam with the idea at next Set Rep meeting to see if it's a possibility</li> <li>• Brought the idea forward at the BCIT/BCITSA executive meeting on Wednesday, January 25, 2012—told to follow through with Stephen Lam first</li> </ul>  |
| Monday, January 16, 2012     | Blood Drive                           | <ul style="list-style-type: none"> <li>• Brought forward by a Councilor/Set Rep wanting to compete against another program via email</li> <li>• Need to investigate further to see if it's something the SA can/should back—will contact Nursing to see how they get around the previous points brought forward by Caroline regarding blood donations</li> </ul>  |



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

Last Updated: Feb. 2, 2012

| <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 schools out to Pool Tournament</li> <li>• ATC holding pretournament to declare representatives.</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>• Beginning Plans for Feb. Set Rep Meeting</li> <li>• BMC Feb. Class Rep initiating plans</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>   |

**ATC Chair, Keith Miller**

| <b>Objective</b>                  | <b>Description</b>  | <b>Current Status</b>   |
|-----------------------------------|---|---|
| Set Rep Attendance/ Participation | 80% consistent Set Rep attendance                                   | Attendance has been consistently meeting the goal percentage. Efforts to continue Class rep recruitment and encouragement/incentives to attend will continue. |
| Set Rep incentives                | Rewards and perks to encourage set rep attendance and participation | T-shirt initiative underway.  |
| Wright Brothers Flying contest    | ATC's big event. Feb 24 <sup>th</sup> .                             | Organizing it   |
| Improve recycling on campus       | Recycling bins in every class.                                      | Will submit a request to facilities   |

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

**Last updated:** Wednesday, Feb. 02, 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>• 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>• 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>• Complete, and a huge success.</li> <li>• I killed it</li> </ul>  |
| November 23, 2011            | Design Committee                           | <ul style="list-style-type: none"> <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>   |
| Jan. 31 <sup>st</sup> , 2012 | Clubs Negotiations                         | <ul style="list-style-type: none"> <li>• Mass email sent to clubs regarding budget negotiation meeting</li> <li>• Waiting for clubs to submit budget requests by Feb 28th</li> </ul>  |



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

**Last updated:** February 2nd, 2012

|                 |  |  |
|-----------------|--|--|
| January, 2011   | Hand Dryers vs Paper Towels            | <ul style="list-style-type: none"> <li>• <b>Looking to evaluate the costs associated with hand dryers and paper towels to see if it is viable to switch to hand dryers in future.</b></li> </ul>   |
| June, 2011      | Coop for Financial Management students | <ul style="list-style-type: none"> <li>• It is making progress, companies are being contacted to gage 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. <b>Has emailed BCIT Staff through Lotus Notes about donations. Wait and see how much Progress this makes. Brought up FoodBank with BCIT Execs, emailed Lorcan (V.P of Finance and Admin of BCIT) and Justin (V.P of Student Services). Will update on any developments.</b></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. <b>Haven't had a chance to get this going as of yet.</b></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. <b>Meeting with Amy who has been working diligently on the Bylaws on Monday, February 13<sup>th</sup> to include transition in it.</b></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. <b>Submitting a bio for Tara by February 13<sup>th</sup> to be used for our website. Emailed everyone about the importance of a proper transition and created the policy, along with accompanying</b></li> </ul> |

|                 |   |  |
|-----------------|---|--|
|                 |   | <b>documents that will be of help to execs.</b>  |
| 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> <li>• <b>Mentioned this to BCIT execs during our meeting. They seemed open to it. Setting up a meeting with Justin (V.P of Student Services) to discuss on it. Alumni might be involved as well.</b></li> </ul> |
| September, 2011 | Review processes and operations of BCITSA                                 | <ul style="list-style-type: none"> <li>• This is ongoing every week as I sign the cheques and talk to Roland.</li> </ul>   |
| September, 2011 | Increase understanding of BCIT Financial among executives and councillors | <ul style="list-style-type: none"> <li>• <b>Received mix reaction on the financial update to council. Will be doing a presentation next time. Try to make it as simple as possible and try out in exec meeting before council meeting to get the kinks out and use the feedback.</b></li> </ul>  |

### Progress Report – Tylan Fraser – VP Student Affairs

Last updated: February 1, 2011

| <b>Date of Introduction</b> | <b>Action or Outstanding Issue</b> | <b>Status</b>   |
|-----------------------------|------------------------------------|---|
| Feb, 1st                    | Meet with Dan about Keep your kup  | Pushed back until Feb 5 <sup>th</sup> .   |
| November, 30th              | Email Mark (marketing director)    | Email will be sent by Friday pm, Matt will be cc's on directed studies announcement |
| Feb 2nd                     | Meeting with Laura                 | Mental health – meeting pushed back until next week                                 |
| Feb 1                       | Meeting with Student groups        | Next week attend Sife meeting to announce elections for VP roles                    |

### Chair of School of Computing and Academic Studies, Marwan Marwan

| <b>Objective</b>        | <b>Description</b>   | <b>Current Status</b>   |
|-------------------------|--|---|
| LAN Party (video games) | Making the LAN Party into a bigger event by working with the SA as a whole into turn the LAN Party into a school wide event. | In progress, discussions with Dan from SA                         |
| Advocacy                | Working with students on challenging their marks from last term.   | In progress, discussions with Karl from SA                        |
| Sustainability          | Preparing a recycling presentation for the SA to adopt.  | In progress, continuing research and preparation of presentation. |

### Progress Report – Tara Johnson – V.P External

Last updated: Thursday, February 2, 2012

Not submitted