



**BCIT Student Association
Council Meeting Minutes
Monday, January 21, 2013**

Executives: Dan Huh, President
Geoffrey Smith, VP Finance & Administration
Sophia Coulter, VP Campus Life
Mike Hanson, VP External
Ross Wamboldt, Business Chair
Brian Harvey, Transportation, Construction & the Environment Chair
Zac Der, Health Sciences Chair
Denis Dobrozdavich, Energy Chair
Marwan Marwan, VP of Student Affairs
Minoru Nakano, Computing & Academic Studies Chair
David Clarke, ATC Chair

Councilors: Rodrigo Mendez	Brad Johnson
Yasmin Alami	Ben Plasche
Jon Weir	AJ MacFarlane
Emily Pawluk	Yulin Sung (Cassie)
Alisa Dalhuisen	Taddeo Ahumuza
Kathleen Bird	Ruoxi Wang (Alfred)
Sean Garrity	Ken Ketola
Stephanie Hancock	Spencer Kotowick
Cole Plaskett	Kerissa Snyder

Staff: Caroline Gagnon, Director

Absentee: Mikah Fox	Fraser Young
Morgana Lawlor-White	Andrew Hou
Jonathan Ng	Maya Korbynn
	Aaron Kool

10.1. Meeting Called to Order

The Chairperson, Daniel Huh, called the meeting to order at 5:48pm. (28 voting)

10.2. Acceptance of the Agenda

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

Moved by: Yasmin Alami

Seconded by: Brad Johnson

28/0/0 Carried

10.3. Acceptance of the Minutes – January 7th, 2013

Be it resolved that the Council Meeting minutes from January 7th, 2013 be accepted as distributed.

Moved by: Ben Plasche Seconded by: Zac Der

24/0/4 Carried

10.4 Guest Speakers: Vince Laxton

Guest speaker was unable to attend the meeting.

10.5. Progress Reports: Executives

Dan explains that during the last retreat the executives reviewed their objectives. New ones were added while some had to be removed. A new updated version of the objectives will be distributed at the next Council meeting.

Dan:

- Dan will be focusing on the DTC representation and councilor process for the rest of the year.

Mike:

- Working on the U-pass referendum and implementation.

Zac:

- Zac will be meeting with the Water Fountain and the Harassment and Discrimination Committees

Ross:

- The School of Business Set Rep meeting should be scheduled soon and an update on his objectives will be submitted next week.

Brian:

- Working with the Construction Committee

Marwan:

- Marwan announced that International Students, who were part of Coop at BCIT, were told by BCIT that BCIT would need to hold the work permits. After receiving some complaints regarding this process, Minoru and he worked with BCIT to remove this procedure. BCIT will no longer keep the original version of the work permits from these students.

Geoff:

- Geoff introduced the cost of student representation for the Association. (See slides)
- Many Councillors were interested in the retreat line items. It is felt that the sum is significant. Dan invited everyone who was interested to stay after the meeting to discuss it further.

10.6 Committee Report: Construction Committee

- The committee has reviewed the AV list and it has been sent to tender.
- Still working on the furniture list.
- The committee approved for a proposal to be sent to BCIT regarding the new SA space at the DTC. The proposal states that the SA would renovate a student lounge in exchange of rent payment. Waiting for answers from BCIT.
- The committee is investigating the possibility of installing a counter with power and stools in the lobby of SE6.
- The SE10 broadcasting project is now completed.

10.6 Question Period

No question.

10.7 Councilors' Forum

- A member of a new club states that the budget for new clubs is insufficient. Once bank charges are paid, it does not leave enough money for operating the club. Sophia explains that the purpose of this money is to start the club, additional funding will be distributed during the budget process which is scheduled in March.
- Other members of other clubs states that they were also in the same situation and conducted fundraising events (i.e. selling tickets) to subsidize their first year. Has the club considered looking for other sources of funding? The challenge is that the club is not association with a program.
- Sophie explains that there is \$2000 left aside for new clubs and each year. On average 7 or 8 clubs are created each year. The money that was set aside this year was determined last year.
- Club funding was discussed amongst the Executives, and will be looked into.
- It should be looked at right now.
- Since this is a club issue and not a Councillor topic, Dan delegate the resolution regarding funding to Sophia.

10.8 Old Business

No old business to report.

10.10 New Business

10.10.1 U-Pass Referendum

Motion:

Be it resolved that the BCITSA Council approves the following referendum question to be presented to members between February 15 to 22, 2013:

The Student Association of the British Columbia Institute of Technology (BCIT) currently collects \$30 per month from students eligible for the U-Pass BC Program. Are you in favour of the Student Association of BCIT collecting the following increased U-Pass BC fees from all eligible students?

- \$35 per month from May 1, 2013 to April 30, 2014
- \$36.75 per month from May 1, 2014 to April 30, 2015; and
- \$38 per month from May 1, 2015 to April 30 2016.

If the majority of students of BCIT voting in this referenda vote against the above proposed fees, the U-Pass BC program will no longer be available to the students of BCIT as of April 1, 2013.

Yes

No

With amendment:

Be it resolved that the BCITSA Council approves the following referendum question to be presented to members between February 15 to 22, 2013:

The Student Association of the British Columbia Institute of Technology (BCIT) currently collects \$30 per month from students eligible for the U-Pass BC Program. The new proposed contract is for the Student Association of BCIT to collect the following increased U-Pass BC fees from all eligible students:

- \$35 per month from May 1, 2013 to April 30, 2014
- \$36.75 per month from May 1, 2014 to April 30, 2015; and
- \$38 per month from May 1, 2015 to April 30 2016.

Are you in favour of the Student Association of BCIT collecting the U-Pass BC fees stated above from all eligible students?

Yes, I am in favour of continuing the U-Pass BC program.

No, I am not in favour of continuing the U-Pass BC program beyond April 1, 2013.

Moved by: Mike Hanson

Seconded by: Brian Harvey

24/0/1

Carried

Comments/questions:

- Mike explains that the above question was sent to all Councillors prior to the meeting. The purpose of this motion is to all eligible students to vote on the Upass. By accepting this motion, Council will

send the question to referendum. The question was written and then reviewed by the associations' legal counsel.

- What is the minimum amount of students for approving the referendum? There is no quorum. The majority of 50 +1 of who voted will determine the result.
- Will part time students be able to vote? No, part-time students at BCIT have not been included as part of this contract.
- We want to make sure that the last statement is not biased, so that we don't influence students
- We are voting to bring this question to the membership via referendum, not if the Upass contract is renewed.
- How will students vote? Same process as elections, students will vote using my BCIT.
- Why the increase? The cost of the Upass was negotiated amongst all parties involved. BCITSA was involved in the discussion with Translink and Ministry of Transportation. This was the best price that would meet everyone's needs. Price remained the number one issue for all 11 Student Associations involved in the negotiation. It is the same price for all PSI.
- We need to continue to challenge the price as Tranlink did not increase services and could not continue to offer this service if they were losing on this program.
- We have to remember that a monthly transit pass for 3 zones is \$170. We need to keep it in perspective.

Amendment to the motion:

Be it resolved that the BCITSA Council approves the following referendum question to be presented to members between February 15 to 22, 2013:

The Student Association of the British Columbia Institute of Technology (BCIT) currently collects \$30 per month from students eligible for the U-Pass BC Program. The new proposed contract is for the Student Association of BCIT to collect the following increased U-Pass BC fees from all eligible students:

- \$35 per month from May 1, 2013 to April 30, 2014
- \$36.75 per month from May 1, 2014 to April 30, 2015; and
- \$38 per month from May 1, 2015 to April 30 2016.

Are you in favour of the Student Association of BCIT collecting the U-Pass BC fees stated above from all eligible students?

Yes, I am in favour of continuing the U-Pass BC program.

No, I am not in favour of continuing the U-Pass BC program beyond April 1, 2013.

Moved by: Brian Harvey

Seconded by: Dave Clarke

25/0/1

Carried

Comments/questions:

- The motion does not state that Tranlink has imposed the fees and not the BCITSA.
- There is a significant marketing plan that will go with the referendum, informing students about details of the program.
- This motion helps remove the biased that was stated in the main motion.

Call the question:

Moved by: Aaron Kool

Seconded by: John Weir

6/18/4

Defeated

Comments/questions:

- It is important to keep the motion clear.
- Please note that there will be a big marketing campaign, which should help remove the ambiguities around this program.
- How many students voted last year? Approximately 8000 student were eligible and 3500 voted. Over 80 % voted in favour of the program.
- The last section of this motion is redundant. The question is long and we might make it too long for students.

10.10 Next Meeting: Monday, February 4th, 2013

Next meeting is scheduled for February 4th, 2013 at 5:45pm in the Town Square B.

10.11 Meeting Adjournment

It was moved that the meeting be adjourned at 7:08 pm. **Carried**

Council Meeting

Agenda

Monday, January 21st, 2013

5:45pm – 8:00pm

- 10.1 Meeting called to order
- 10.2 Acceptance of the Agenda
- 10.3 Acceptance of the Minutes: January 7th, 2013
- 10.4 Guest Speakers: Vince Laxton
- 10.5 Progress Reports: Executives
- 10.6 Committee Report: Construction Committee
- 10.7 Question Period
- 10.8 Councilors' Forum
- 10.9 Old Business
- 10.10 New Business
 - 10.10.1 U-Pass Referendum
- 10.10 Next Meeting: Monday, February 4th, 2013
- 10.11 Meeting Adjournment

President 2012/13 Strategic Objectives

Objective	Description	Current Status
Ensure that all Childcare and SE2 renovations are on time and on budget	Meet with Caroline weekly to get updated on the daycare and SE renovation project and bring to counsel for discussion to best incorporate the student's perspective until the project is completed.	Removing objective. Will continue to get weekly updates through Caroline but it will be the role of the construction committee inform counsel of the updates on renovations
Develop strategies to have a better DTC representation (i.e. representative, space)	Work towards finding the optimal solution in representation the DTC campus that fits into the current "Representation" model of the SA. Lobby Herman Mah to secure SA space in the newly acquired floors. Pass a motion regarding representation by March	Removing objective, Refer below
Improve Representation structure	Evaluate current representation model and make recommendations in areas for improvement. Consider how to best represent satellite campuses best utilizing our resources. Also consider representation vs. service, clarify roles of respected positions from set reps to president and any other areas where we could improve to better represent and serve our members.	Gathering data and currently working on evaluating our current structure to get input. Will schedule first meeting to get input shortly
Councillor process	Improve councillor process in areas of selection and training. Improve on existing application and formalize a selection process. Work towards an earlier training date and have councillors better prepared for first the meeting.	In progress
Work to include ISEP students in U-Pass program, healthy transition	Provide a healthy transition of the U-pass facilitator position to the VP External by best informing of the current issues and decision that need to be made. Empower the VP external in making decisions regarding the U-pass and the upcoming referendum and current negotiation of the new contract. Provide report of transition before December break. Make sure all ISEP students are included in the Upass program.	U-pass mandate passed on to Mike Hanson

VP Finance and Admin 2012/13 Strategic Objectives

Objective	Description	Current Status
Improve Student Space	Install high quality water fountains/ refillable bottle stations on the Burnaby campus.	<ul style="list-style-type: none"> • Co-operative effort begun with BCIT Net Impact Club • First water fountain targeted for SE2
Council Governance	Ensure that council becomes financially competent by reporting on a consistent basis. Presentations to be delivered in council on a variety of financial topics	<ul style="list-style-type: none"> • First installment Oct. 15 – Delivered • Second installment Jan. 21 - Pending
Develop a budgetary advisory committee	Preparing an advisory document for next year's operating and capital budgets. To be presented to SA management and council	<ul style="list-style-type: none"> • Committee recruited and reviewing documents
Council Governance	Update By-laws through a series of motions brought to the Special General Meeting	<ul style="list-style-type: none"> • Compiling and drafting proposed changes to the bylaws
Council Governance	Develop a comprehensive service level vs. service level for part-time students' fees and satellite campuses. Will be presented to council during regular financial reporting	<ul style="list-style-type: none"> • First installment Oct. 15 – Delivered • Second installment Jan. 21– Pending
Educational quality review	Presentation of a series of recommendations to the administration for use in BCIT's development workshops	<ul style="list-style-type: none"> • Prepared a questionnaire for distribution to set reps • Summary report of student complaints received from the UConnect Advocate • Feedback from schools received. I am currently compiling this information into a

		report for the VP Education
Student Justice	<p>Ensure that the Student Association provides suitably trained and prepared representatives to Student Judicial Affairs.</p> <p>That a pool of volunteers be trained for the role, and that a suitable candidate(s) be on every Decision Review Board hearing this year.</p>	<ul style="list-style-type: none"> • Personally participated in 3 DRB Hearings • First round of volunteers have contacted Bryan Fair for training. • Two more volunteers set to undergo training • No DRB hearings scheduled as of Jan 2013
Continue the food bank / drive initiative that was to implement such program at BCIT	<p>Food Drive themed events for November, reserved space for a Food Bank</p>	<ul style="list-style-type: none"> • 'Can Do' event for Nov. 21 to become a food drive instead • Food drive completed. Emergency Food Fund restocked and approx. 150 items delivered to the Burnaby Food Bank • Long term student interest in and feasibility of a permanent Food Bank on campus is questionable. Future activities should be directed toward events, not continuing operations

VP Campus Life 2012/13 Strategic Objectives

Objective	Description	Current Status
Promoting campus spirit with BCIT-wide event: Froshfest	500+ person "welcome back" back event held on the BCIT Burnaby campus. Aimed at promoting campus spirit and building social networks between students of all programs.	Complete
Taking steps to ensure that Froshfest, or something similar, can become an annual event	Ensuring that there is an event similar to Froshfest (as above) that happens annually to welcome students, both new and returning, to BCIT in Sept.	<ul style="list-style-type: none"> • Using the SA 5K logistics document as a template - have begun to input Froshfest 2012 information • Version 1 complete
Organizing and hosting supremely effective Orientation events.	Working with BCIT to host a very effective and useful Orientation Day as well as the on-going orientation's throughout the year. Goals of both parties must be in alignment and resources required must be realistic.	<ul style="list-style-type: none"> • Orientation Day 2012: Complete • Contacted Justin Kohlman regarding the BCIT & SA Orientation Day "conversation" • Have meeting scheduled with Larry Vezina on Oct 24. to discuss about possibly taking Orientation Day in a different direction from now on (meeting rescheduled to October 29th) • Met with Larry. Am to be involved with 2013 Orientation direction and decisions.
Develop a new & returning student "survival guide"	To develop a campus tour video (similar to the Burnaby campus walk around: completed August 2012), a user-friendly map (similar to the Burnaby map started in Summer 2012) and possible pre-orientation tour dates for new students. The survival package would ideally be sent out to incoming students with their acceptance letters in the summer.	<ul style="list-style-type: none"> • Video: Sent out an outline to Genevieve (SA Outreach) containing public transit specifics for getting to DTC, GNW, ATC, and BMC from both East and West. • BMC and GNW filming is scheduled to be done by Genevieve in the next 2 weeks (end of Oct.) • Filming of GNW and BMC campus complete. Reviewed footage, recorded time stamps for each. Will begin editing within next 2 weeks.

		<ul style="list-style-type: none"> • Gave Dan Close the videos and my rough time stamp notes; he began to edit footage in November 2012 • Map: On hold • Pre-tours: pending BCIT Orientation conversation with Larry • Survival Guide on hold until Orientation 2013 direction is finalized. • Working with Larry, Ian, Dan C., and Caroline to develop a new interactive orientation approach since the Gym entertainment part has been cut. One meeting with all individuals has taken place
<p>Working with Rec Services to re-create rec council (or something more effective)</p>	<p>A council set up to efficiently get information about recreation to students in every program via “rec reps”. Social media platforms will be used to create communication mediums for intramural teams and rec events.</p>	<ul style="list-style-type: none"> • Attended the first rec council meeting • Speak to Paul Fortier (Rec Programmer) frequently regarding progress • Spoke with Paul regarding BCIT’s role for rec services going forward. Some discontent surrounding direction. I am going to look into it from the student side • Looked into service fees charged to students; amounts do not seem disproportional and without further research “direction” does not seem off course. • This objective has changed into something that is different than my original objective and is now outside scope; therefore this objective is on hold indefinitely.
<p>Continue the food bank / drive initiative that was to implement such program at BCIT</p>	<p>Working with Geoff and the Marketing & events departments to host a new event. The primary purpose is to raise food goods for the BCIT Emergency Food Fund; any food in excess of the BCIT need and/or capacity will be donated to the Greater Vancouver Food Bank Society.</p>	<ul style="list-style-type: none"> • Geoff, Marketing, and Event personnel have met to discuss the event. They came up with the name “Can It” (I was unfortunately unable to attend this initial meeting but will be there from now on). • Have designed 10+ memes that will be used as advertisements to promote Can Do! • Change of plans due to low registration. Alternative food-drive approaches are being

		<p>looked into</p> <ul style="list-style-type: none"> • Can Do food drive could not be completed in time so we reverted back to a stationary collection bin. • Ian, Gen, and I came up with the idea for the Big Gift collection bin. It was built with the help of the school of construction, decorated by Dan H., Geoff and I, and supported by the BCITSA through Professor Mugs coupons. • Approximately 150 items were raised and donated to the Food Bank.
<p>Comprehensive transition document</p>	<p>Document to give to the next VP Campus Life outlining key dates and responsibilities of the position with in the first 2 weeks of June. This is the most unclear time of the position as little guidance is usually available in person.</p>	<ul style="list-style-type: none"> • The Froshfest logistics document will be included in the document; this is partially complete. Version 1 is complete. • Other aspects of the transition document: on hold until further meetings with Larry, Ian, Dan and Caroline.
<p>Improve upon the process for allocating funding to clubs</p>	<p>Fund application and allocation process has led to discrepancies in club funding and as a result club ability. This process needs to be review in order to make it fairer for all clubs.</p>	<ul style="list-style-type: none"> • On hold until Nov. • On hold until Orientation 2013 direction is decided as the roles and responsibility of VP Campus Life may change considerably. • In order to ensure all clubs have been active during the first semester, and are therefore deserving of their second funding installment, I created a funding document that's completion was mandatory in order to receive funding. • This form was created after a mandatory meeting was scheduled and promptly challenge on precedent: budget meetings have not been mandatory in the past. This raises further concerns about the club funding process. • I plan to begin developing a criteria for evaluating club progress and will work closely

		with Olesea prior to the first 2013 budget meeting.
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VP Student Affairs 2012/13 Strategic Objectives

Objective	Description	Current Status
Investigate the possibility of having a better recycling program on campus	Establish a budget and program to increase the amount of recycling bins and recycling options on campus	In progress.
Dedicated french fries only fryer in the pub to address the religious dietary needs of students on campus. This will also address the needs of students with dietary needs based on lifestyle choices.	Making available alternative food choices for people with dietary restrictions based on lifestyle, faith or health needs.	In progress. Waiting for feedback on space availability. The Stand in SE12 now has some vegan/vegetarian snack options that can meet some dietary restrictions.
Implement 5 business day return on assignments, quizzes, etc., in all BCIT schools similar to School of Computing	Making sure that all the schools at BCIT have similar policies that help students receive feedback and evaluation regarding their studies in a timely manner.	In progress. Discussion with BCIT VP Paul Dangerfield.
Implement missed classes make-up classes for all BCIT schools similar to School of Computing	Making sure that all the schools at BCIT adhere to the same policy that requires missed classes to be made-up by instructors/school as soon as possible.	In progress. Discussion with BCIT VP Paul Dangerfield.
Review election process	Hold the student association election with fair process.	On hold.

Ensure that the Student Association provides suitably trained and prepared representatives to Student Judicial Affairs	That a pool of volunteers be trained for the role, and that a suitable candidate(s) be on every Decision Revue Board hearing this year.	On hold.
Addressing issue of missed instructional hours due to holidays and strike	Do programs address and compensate for missed instructional hours due to holidays (and strikes)?	

VP External 2012/13 Strategic Objectives

Objective	Description	Current Status
To make sure that the mandatory fee (approx. \$1000) that students in Security Analysis must pay be covered by student loans.	Change the student loan to include this fee.	Contacted Student Financial Aid office. They got back to me and said students that have reached the maximum loan amount would not be eligible for additional funds. Students who had not reached the maximum were notified that they could receive additional loans. Following up to see what more can be done.
Develop Transitional Document for future VP Externals	Comprehensive transition document	Have not started
Develop VP External position	Establish annual tasks and responsibilities that each External will look after	Work in progress. Nothing material at this point.
Continue work with Alumni Association to solidify the relationship between the two groups	Build on relationship for mutual benefit of each association.	Regularly attending Alumni Association Board Meetings. Looking for opportunities to collaborate on projects.
Work with WTF group to further student funding concerns	Make progress as a collective group on student funding issues	Meeting with WTF group soon.
Upass	Include ISEP students in Upass program. Ensuring that the Upass referendum is conducted fairly and that students are well informed of the pertinent facts, as well as increased voter turn out.	ISEP issue is progressing and should be resolved with a positive outcome in the near future. Contract negotiations are wrapping up and referendum will ramp up after Christmas break.

Chair of the School of Business 2012/13 Strategic Objectives

Objective	Description	Current Status
Talk to BCIT execs about current bylaws in place and work with them to change the rules on sleeping on campus	Investigate the possibility of offering a quiet lounge space that's sleep enabling, or change the current bylaws for sleeping on campus	Justin Kohlman, VP student services checked up rules on security dealing with sleeping students. There should be no intervention of sleeping students on campus during daytime or afternoon. During the graveyard shift security is given the ability at their own discretion to wake sleeping students and advise them that it provides a safety threat.
Work with Caroline to ensure that renovations stay on schedule and on budget	Ensure that the student lounge space for SE10 is completed this fall	Renovation Complete and on budget
Investigate the possibility of having a better recycling program on campus	Establish a budget and program to increase the amount of recycling bins and recycling options on campus	will meet with Vince to discuss the option of bringing in a Starbucks style recycling bin for the Rlx
Develop new ways of surveying students about SA operations (i.e. Pub)	Create online survey which rates the quality of the Pub and provides sections for ideas. This will be sent out to all set reps in time to make changes for the winter menu	Pub survey questions have been determined and working on SNAP10 to get completed. Will be sent out to all set reps and chairs once completed
Develop long lasting relationship between the Marketing and Engineering Co-Ops which would enable students to bring project to market	Investigate the possibility of offering more business specific job fair and information sessions	Still awaiting response from communications teacher, will continue to work on this

Work with BCIT to improve vending options on campus	Speak with Vince Laxton and Caroline Gagnon to establish new vending options through Ryan Vending	Will speak with Vince to discuss various vending options during the next exec meeting
Improve bus service		Sent email to Mike, waiting to hear

Chair of the School of Health 2012/13 Strategic Objectives

Objective	Description	Current Status
Improve Student Space	Install high quality water fountains/ refillable bottle stations on the Burnaby campus. Goal of 5 top quality fountains/filling stations by year end	<ul style="list-style-type: none"> • In progress • Make a Fountain Committee in council
Provide more sustainable and/or environmental options on campus	Research the possibility of BCIT becoming a "Bottle Free" Campus	<ul style="list-style-type: none"> • In progress • Make a Fountain Committee in council
Provide more sustainable and/or environmental options on campus	Promote the use of tap water to students instead of disposable water bottles	<ul style="list-style-type: none"> • Talked to president of BCIT Net Impact club, to see what we can do together club and SA
Miscellaneous Events	Organize a blood donation truck on campus that would come on a regular basis	<ul style="list-style-type: none"> • Removing as an objective
Miscellaneous Events	Continue to build on the "Speak-Up, Speak Out Campaign" to improve mental health awareness	<ul style="list-style-type: none"> • Met with SoHS Leadership team and they are on board to help where needed for event in February
Miscellaneous Events	Investigate E-Learning options for students -Have options for students and instructors other than printing all notes	<ul style="list-style-type: none"> • Pushed to next semester

Work with BCIT to review BCIT policy, processes and programs	Review process with School of Health regarding students requiring criminal records check during their studies (practicum, entrance to program)	<ul style="list-style-type: none"> • Done
Work with BCIT to review BCIT policy, processes and programs	Review BCIT policy about immunization requirements for clinical students	<ul style="list-style-type: none"> • Done
Student Involvement	Develop an electronic communication method for Health Sciences Students (website) to improve communication and connection between students	<ul style="list-style-type: none"> • Needs to be re-evaluated if possible this year

- Bring back Harassment & Discrimination Committee – to assist Monica Kay (BCIT councillor)
- Set Rep meeting #2 on November 1 – promoted Can Do, Winterfest, SA Mentorship Program
- SoHS Leadership talks about:
 - job actions effects on students, communications, practicums
 - Creating outline for getting Set Reps next year –to be given to program heads (will be organized with Execs)
 - Getting support for Can Do from SoHS
- Organ Transplant event to be coordinated for new year
- Instructor issue in a Program
 - Talks in progress with AD, Karl and instructor
- Set Rep from first year program has resigned

Chair of the School of Computing and Academic Studies 2012/13 Strategic Objectives

Objective	Description	Current Status
<p>Student - run career advising/networking program</p>	<p>Aims to raise awareness on receiving work term employment independent of BCIT work study programs. Encourage students to apply for work term employment by organizing info sessions.</p>	<p>Raised the issue of limited resources in computing co-op program to BCIT executives. Invited students currently in the work term to present the idea of self-directed work term at the computing set rep meeting. The students' reception was very positive. Met with Justin Kohlman to discuss about options to improve the co-op program. Currently planning to start student employment support group in January. Info session regarding the support group is scheduled to be on November 19, 2012. (Postponed to December 3, 2012 due to FSA Strike Action)</p> <p>The first info session was held by Joseph Hou on January 9, 2013 in Telus Theater. Total of 39 students showed up. The next session is scheduled to be held on February 6, 2013.</p>
<p>LAN PARTY - Gaming/Comic/Tech convention</p>	<p>Assist BCIT Games Development Club on organizing SA LAN party once a semester. Future Scope: Develop the event into larger conventions involving games, comics, technology, etc.</p>	<p>Date for this semester's party has been set to October 12, 2012. Currently coordinating with the Games Development Club and SA Marketing department to finalize the details. The event was held in SE12 on October 12, between 5:30 and 10:30. Started contacting the school and the Games Development Club to plan for the LAN Party in next semester. (Currently planned to hold it on one of the Fridays in March or April, 2013)</p>

		I have not received any response from the Games Development Club. Arrangement has been made with the school to relocate part time classes from SE6 building where the event is planned to be held. All I need is the confirmation from the Games Development club that they are organizing the event this term.
Review instruction evaluation process (Support)	Aims to develop effective instructor evaluation process.	Currently working with the set reps to record any issues regarding courses or instructors. Collected surveys Geoff prepared at the set rep meeting on November 15, 2012.
Interdisciplinary projects/co-op	Working with Ross, Denis and Marwan to implement a program where students from different disciplines are grouped to work on a project.	Approaching the computing program head and option heads to investigate the requirements for this initiative to be implemented. Had a discussion with Bill Klug, the Computing Program Head. Received positive response. Mentioned the idea to the Dean of the School of Computing at the monthly meeting on January 17, 2013.
Investigate sustainability revolving fund (water fountains) (Support)	Working with Zac and Geoff to repair/purchase broken water fountains on campus. Hoping to utilize sustainability revolving fund for this purpose.	Recording the condition of water fountains on campus. BCIT Net Impact club involvement
Review the SA Election Process	Working with Marwan to review the annual SA election process. Hoping to implement an election with increased monitoring and structure. (separate periods for campaigning and voting, setting up voting stations etc)	No progress (Does not require an immediate attention at this point.)

<p>Improve communication between the Student Association (Chair of Computing position) and the School of computing</p>	<p>Aims to establish a regular information exchange and update sessions with the School of Computing in order to maintain open lines of communication with the Dean of the school.</p>	<p>The first monthly meeting with Steve Eccles was held on January 17, 2013. Minoru Nakano and Marwan Marwan attended. The follow-up meeting is scheduled to be held on January 23, 2013. After that, the meeting will be monthly.</p>
<p>Other Updates</p>	<p>Assigned Tasks. Other issues raised by the students.</p>	<p>Held Computing Set Rep Meeting on September 20, October 11, November 15, December 4 Currently assisting a group of students on issues with instructors. Provided a study space for a group of students to work on group assignments.</p> <p>Currently working to modify security policy regarding after-hours computer lab access in SE 12. (minimum-two-person policy and no-sleeping policy) The school is looking to modify the agreement in January. Meanwhile working with the security to prevent strict enforcement of the policy.</p> <p>Consulted students on issues regarding courses and instructors.</p> <p>Resolved the issue of the school departments claiming the ownership to one of the immigration documents from international students.</p>

Chair of the School of Energy 2012/13 Strategic Objectives

Objective	Description	Current Status
<p>Improve Student Space</p>	<p>Increase the number of outdoor spaces that students can use</p>	<p>Scheduled a meeting with Glen Magel to discuss. Proposed date is Nov.1 but it the process of trying to get an earlier date.</p> <p>Was unable to get an earlier date despite my best efforts, so November 1 is the meeting date.</p> <p>Met with Glen and discussed lounge space, this is an issue that needs to be conducted through campus master planning as they take care of this so I will be talking with the lounge committee in the near future.</p> <p>Standing committee in process of being developed and this can be further looked into</p>
<p>Improve Student Space</p>	<p>Investigate the possibilities of upgrading urinals to waterless urinals</p>	<p>Have a meeting with Lorcan to discuss the issue on Oct. 16</p> <p>Had a follow up discussion with Lorcan and the viability. They will continue to monitor the efficiency of the waterless urinal in SW1- 3rd floor and there are strategic plans being developed for washroom refits in either the '13/'14 or '14/'15 school year when funds are available.</p> <p>Waiting to hear the possibility of incorporating this study into my Environmental Engineering course to provide BCIT executives with the feasibility and environmental impact for their future washroom refit design.</p>

Miscellaneous Events	Facilitate the sales of used text book between students	<p>Waiting to hear back to discuss this option with Vince Laxton. There has been a lack of response and I have Caroline looking into this. Spoke with Mike B about the potential design and waiting until I have my meeting with Vince before I look into this further.</p> <p>Met with Vince and he is going to get back to me on this issue as it appears to be a gray area.</p>
Miscellaneous Events	Ensure that students are aware of the CtrlP online services	This item will be discussed later.
Develop new strategies to improve student employability outside of the classroom	Develop an engineering specific job fair (Jan/Feb)	<p>Talking with administration staff of the school of energy to make a time to introduce myself to all AD's and open up discussion around the matter. (Staff have already expressed interest)</p> <p>I now have a meeting with the Dean Trevor Williams on Monday to chat and have been invited to the School of Energy Management Meeting on Dec. 5 to talk with all the AD's.</p> <p>Met with my Dean and he advised me that this would not be a suitable job for students to take on owing to the volume of work it takes. The issue around this topic focussed on co-op positions and he will be looking into this issue to make this a better process for students to alleviate the need for students to host job fairs to better the process. The BCIT job fair is great representation from engineering and meets the needs of the graduating students. Therefore, with both of these, my intended end goal will be met for engineering students.</p> <p>There is now the possibility that this has reopened owing to the support of the BCIT Alumni Association. One of my councillor's has brought this forward to me and I will find out more information after his scheduled meeting.</p>

Work with BCIT to review BCIT policy, processes and programs	Investigate the reasons behind Part-time student parking rates and lobby BCIT to bring fairness compared to full-time status	<p>Scheduled a meeting with Glen Magel to discuss. Proposed date is Nov.1 but it the process of trying to get an earlier date.</p> <p>As discussed above, the meeting is scheduled for Nov 1 and could not get an earlier date.</p> <p>Met with Glen in regards to parking. This issue was discussed and the door is open for me to suggest ways for the parking structure to be created. The financial numbers are going to be sent to me and some time and effort will be put into this area, along with others, to develop a plan to better accommodate part time students.</p> <p>I have a further meeting with Glen on Feb. 5 to discuss the revenues he provided me with to gain better understanding on how to account for everything to develop any new model.</p>
Work with BCIT to review BCIT policy, processes and programs	Work with BCIT to organize tours showing students "underneath" BCIT	<p>I have contacted facilities; however, I have yet to receive a response. I spoke with Caroline about this and who is best to contact so I will be following up with another email this weekend</p> <p>Have yet to further this contact; it is on my list of things to do still.</p> <p>Have discussed this with MESS to look into providing this owing to their close connection with members and can be integrated into their club events.</p>
Improve Club Processes	Improving clubs' financial sustainability	<p>In communication with Vince to set a meeting up and discuss the options</p> <p>There has been a lack of response from Vince, so I am waiting to hear back so I can schedule a meeting to further discuss this. Caroline is also helping me on this communication barrier.</p> <p>I have met with Vince and some ideas I brought forward are not feasible with the contracts that</p>

		<p>BCIT has with the franchises. BCIT is currently working on offering student clubs discounted catering menus to help with reducing event costs. Further details will be looked into this along with other methods of helping clubs.</p>
Daily Business		<p>Have been discussing the petition with all the executives to better understand the mater and how we can best deal with it.</p> <p>Response from Ross's Program Head responded with this type of project being unable to work into the curriculum, looking at better options to increase interschool work.</p> <p>SIFE project unable to work into fourth year projects for MECH and will be looked into further if this could be suitable for second year MECH students.</p> <p>Had my second set rep meeting and some good concerns have been raised that I will be working on to get fixed. Inquire for more details on specific issues raised.</p> <p>Meeting new students around campus and being helpful when I can.</p> <p>Attending meetings and discussing how to hold more effective meetings.</p> <p>Talking with executives and staff to help me in my direction of my objectives and the best ways of pursuing them.</p> <p>Informing students about the strike information and where they can voice concerns. Also, following up with all the facilities requests that have been coming in. Replying to emails and other miscellaneous duties. Helping provide my input for various issues that come up or just my perspective on things.</p> <p>As per usual, preparing for set rep meeting, dealing with facility requests, strategic planning and discussing SA related topics with the other executives that could bring changes and benefits to</p>

		<p>the BCIT students. Also, connecting with set reps on initiatives they would like to see happen at BCIT and providing them support if I am able to.</p>
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Chair of the ATC Campus 2012/13 Strategic Objectives

Objective	Description	Current Status
Improve Student Space	Provide better entertainment for ATC students. Repair or replace foosball table located in cafeteria	
Improve Student Space	Provide privacy for the ATC weight room by partially frosting windows	Done
Miscellaneous Events	Increase SA sponsored ATC events by 100%	Done
Miscellaneous Events	Review the tutoring program for ATC students	Done
Miscellaneous Events	Increase SA employee attendance at ATC by 100%	
Provide more sustainable and/or environmental options on campus	Investigate the possibility of increasing recycling options for ATC. Offer recycling boxes, paper& drink containers and compost boxes in classrooms	
Develop new strategies to improve student employability outside of the classroom	Develop a career fair and employability information sessions for ATC specific students	Have already had one information session that was very well received, will continue to do more. Will also organise a job fair for students.
Work with BCIT to review BCIT policy, processes and programs	Work with BCIT to increase entrance standards for AME(M) program	
Get BCIT departments to offer hands-on services to ATC students (financial aid, international studies,etc)		

Review the possibilities of bringing new food options at ATC (by the SA or not)		Students are organising scheduled food deliveries.
Work with BCIT to have ATC required books available at ATC		
Improve Club Processes	Increase sanctioned clubs by 100% at ATC	Continue to promote SA sanctioned clubs and improve education of students surrounding the approval process.
Student Involvement	Increase interactions between students in different schools	Plan and organise social events in which students from all schools and campuses are invited and made to feel welcome.

Chair of the School of Transportation, Construction and the Environment 2012/13 Strategic Objectives

Objective	Description	Current Status
Continue & Expand participation of BMC & GNW.	Expand on last year's initial representation of the BCIT Marine Campus by holding Class Rep meetings monthly. Work with the School of Transportation to build on the councillor positions held by Great Northern Way students last year.	<ul style="list-style-type: none"> • November BMC Class Rep Meeting held on Nov 14: Plenty of items were updated: <ul style="list-style-type: none"> ○ Flu Shots may be affected by Strike Action, • Need to present to future council regarding funding for student spaces.
Communicate better with Transportation trades at Burnaby campus.	Work with School of Transportation to participate in discussions and communications with the School of Transportation.	<ul style="list-style-type: none"> • Automotive Reps were present at the October Set Rep meeting on Oct. 17: no significant issues were presented. • Need to communicate with Steven Perry to increase participation.
Lounge Committee: Perpetuation.	Continue the development of student spaces around the BCIT campuses.	To be discussed at future council.
Facilitation of industry connections with BCIT students.	Assist in connecting Students with professional industry connections in order to better prepare them for career opportunities.	<ul style="list-style-type: none"> • On hold (will be activated as requested)
Pool Tournament	Provide a school spirit event for all BCIT students.	<ul style="list-style-type: none"> • Met shortly with Ian. Need to determine event date and scope.

Construction Committee	Participate in discussion about critical decisions regarding the CBITSA renovations	<ul style="list-style-type: none">• To be discussed at council.
Implementation of Chair position at satellite campuses.	Work with the BCITSA to investigate the process and structure of implementing a paid representative position at the satellite	<ul style="list-style-type: none">• No new update
BCIT satellite trades campus (Maple Ridge)	Discover what levels of programs are present at the campus and determine the viability of representation for their campus.	<ul style="list-style-type: none">• On hold.

BCIT Student Association

The Cost of Representation

What is it and why do we do it?

- Student Representation is direct involvement of students in the Association
- It is a governance role, not operational management

What does it cost?

	2012	2011	2010
Promo	\$ 1,663	\$ 2,891	\$ 2,954
Payroll Expense	1,045	1,020	994
Elections	209	59	364
Retreats	13,835	12,704	14,782
Executive Accounts	7,756	4,446	8,318
Projects/Initiatives	601	-	-
Social Events	1,102	1,768	2,035
Computer	14,740	14,773	16,540
Telephone	4,556	3,973	2,035
Local Travel	2,591	2,490	1,442
Honouraria	64,969	58,366	57,174
Subtotal	113,066	102,489	106,638
Councillors			
Casual Labour	7,675	5,925	6,350
Meeting Expenses	3,914	4,233	3,127
Total	\$ 124,655	\$ 112,646	\$ 116,115

What does it cost?

Operating expenses of the society (not including medical premiums)
\$3,289,862

Student representation made up 3.79% of the operating expense in 2011/2012

What does it cost?

At 2011/2012 Rates:

Each executive cost \$10,278

Each councillor cost approximately \$400