



**Council Meeting
Monday October 21, 2013
Minutes**

Executives: Brad Johnson, VP Finance & Administration
Mike Hanson, VP External
Eirene Cloma, VP Student Affairs
Ramiza Rafeeq, Transportation, Construction & the Environment Chair
Hung Le, Computing & Academic Studies Chair
Daniel Sumano, ATC Chair
Jay Jung, Business Chair
Tariq Shobab, Energy Chair
Alicia Parayno, Health Sciences Chair

Staff: Caroline Gagnon, Director

Councillors:	Mark Niehe	Joseph Hou
	Helen Au	Aaron Hufsmith
	Sean Fuoco	Daniel Yen
	TJ (Tae Jin) Moon	Emily Pawluk
	Jeremiah Tantongco	Adam Moffat
	Akos Sebestyen	Spencer Oppal
	Laura Stepney	Ross Wamboldt
	Wen Shi	Gilbert Kim
	David Solari	Christine Chen
		Ema Baksa

Absent:	Rebecca Davidson	Trent Stewart
	Yasamin Alami	Philip Kargut
	Jenny Chen	Cory Correia
	Jin Sandhu	Dominika Pilat
	Catherine Pascuas	Mikah Fox
	Lindsey Wingerak	

Guest: Deanna Cooney

7.1. Meeting Called to Order

The Chairperson, Brad Johnson, calls the meeting to order at 5:45 pm. (27 voting members).
Rebecca Davidson was unable to attend the meeting.

7.2 Acceptance of the Agenda

It was moved that the agenda be accepted as with the following deletion:

7.8.1 Aboriginal Donation and Blessing

Moved by: Brad Johnson Seconded by: Hung Le

25/0/1 Carried

7.3 Approval of the Minutes October 7rd, 2013

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

Moved by: Brad Johnson Seconded by: Ross Wamboldt

25/0/1 Carried

7.4 Progress Reports and Updates: Executives

All Student Executives reports are as submitted.

Hung:

- Introduces a new Councillor – Akos Sebestyen.

7.5. Committee Report

7.5.1 DTC Elections Update

Nominations are almost closed and things are doing well. There has been some interest from the student body. All information can be found on our website www.bcitsa.ca. To be eligible to run for the DTC Chair position, students must be full time with at least one course at DTC, from now to the end of May. Everything is set for the voting process, which will start on November 5, 2013.

7.5.2 Student Space Development Committee Update

The committee is presently working on two projects; Phase two of SE2 which includes the renovation of the SE2 -3rd floor and a staircase going to the 3rd floor; and the Aerospace Training Campus Outdoor Student space.

7.6 Question Period

- Councillors from the School of Computing bring forward their concerns regarding the quality of instruction from one instructor. For example, students with the right answers are marked wrong. This problem has been going on for at least 10 years. Every term, this issue has been brought forward to the Chair and Student Advocate but no response. Can we do anything about it? Students are asked to send an email to Eirene with all details. Hung has been keeping records of the incident.
- Are teachers required to have a certificate to teach? No.
- What about the evaluation? BCIT is going through looking at their evaluation process for instructors. But at the present time, instructor evaluations are not given to management to deal with. They serve as a help for the instructor only.

7.7 Councillors' Forum

Nothing to report.

7.8 New Business

7.8.1 Student Association Grand Opening

All Councilors should have received an invitation for the Student Association Centre Grand Opening event, scheduled for Tuesday, October 22 from 6 to 8pm.

7.8.2 Student Advancement Centre Committee

Motion:

Be it resolved that the BCITSA form an advisory committee to research into a Student Advancement Centre.

Moved by: Mike Hanson

Seconded by: Hung Le

27/0/0 Carried

Mike explains that this committee would meet regularly, looking at the possibilities of offering services focusing on career placement for students and the Alumni.

Debate:

- Is it reviewing e-job at BCIT? No this is a separate initiative to investigate what SA could do.
- Do you have any time frame of implementation? The discussions are at the early stage. We are looking for next year.
- What about employment services at BCIT? We tried to partner with BCIT. Because of labour issues, BCIT has decided not to move forward. However more services are required so we recommend that we form a committee to decide how we move forward.
- Would they look at only one industry? No, it is meant to look at services for all industries.
- Would that require hiring new staff? yes
- Remember that this motion is regarding the forming of the committee, not the service itself.
- How many hours would be required? It all depends. At first more hours.

Volunteer:

Mike Hanson (Co-Chair) Rebecca Davidson (Co-Chair), Brad Johnson, Christine Chen, Spencer Oppal, Ross Wamboldt, Joseph Hou, Jeremiah Tantonco, Deanna Cooney.

Mike Hanson takes over the chairing of the meeting to allow Brad Johnson to present the following motion.

7.8.4 Professor Mugs Audio Video Update

Motion:

Be it resolved that the BCITSA upgrade the Audio Video in Professor Mugs as per the quote of \$36,242.23 from Microtech Video Systems.

Moved by: Brad Johnson

Seconded by: Ramiza Rafeeq

27/0/0 Carried

Brad explains that the wiring of Audio Video system was never upgraded since the space was built in 1995. There was small upgrades throughout the years, but the TVs are still analogue and

it was never designed to have the system divided in sections. The purpose of this expenditure is to upgrade the system and improve student experience. See proposal. So it should be

Debate:

- The quote described the controls being at the bar. Why? Wouldn't it damage the system if there is spillage? The location was determined to make it easier for our staff to control the system. If the bartender needs to go to a separate room, they can keep an eye on the pub. The bar is big enough to place the system away from any potential spills.
- Did we get other quotes? Yes 3 other quotes were received and after review the proposed one was deemed better.
- What is the timeframe? If the motion is approved, the work would be conducted during the Christmas break, not to affect the students.
- Where is the money coming from? Funds from the Capital Levy would be used.
- There are not a lot of electrical outlets in the pub, so it is recommended that more be installed at the same time.
- Some Executives are looking at updating the pub.
- Why would there be a surplus for the capital levy? When set up, the capital levy started in September 2012. However renovations only started in October 2013 and management was able to delay the loan giving excess of funds since no payment were made. This is why a reserve was created. These funds can only be used for capital expenditures for this facility.

Brad Johnson takes over the chairing of the meeting.

7.10 Next Meeting: Monday November 4, 2013

Next Council Meeting is scheduled for Monday November 4, 5:45pm to 8:30pm in the Council Chamber (SE2 – 283).

7.11 Meeting Adjournment

It was moved by Brad Johnson and seconded by Aaron Hufsmith that the meeting be adjourned at 6:50 pm. **Carried**



Council Meeting

Agenda

Monday, October 21st, 2013

5:45-8:15pm

- 7.1 Meeting called to order
- 7.2 Acceptance of Agenda
- 7.3 Acceptance of the Minutes: October 7th, 2013
- 7.4 Progress Reports and Updates: Executives (7min)
- 7.5 Committee Reports
 - 7.5.1 DTC Elections Update: Eirene (10min)
 - 7.5.2 Student Space Development Committee Update-Aaron (7min)
- 7.6 Question Period (10 min)
- 7.7 Councillors' Forum (10 min)
- 7.8 New Business
 - 7.8.1 Aboriginal Donation and Blessing- Mikah (7min)
 - 7.8.2 Student Association Grand Opening- Caroline (7min)
 - 7.8.3 Student Advancement Centre Committee- Mike (17min)
 - “Be it resolved that the BCITSA form an advisory committee to research into a Student Advancement Centre.”
 - 7.8.4 Professor Mugs Audio Video Update - Brad (17 min)
 - “Be it resolved that the BCITSA upgrade the Audio/Video in Professor Mugs as per the quote of \$36,243.23 from Microtech Video Systems.”
- 7.9 Next Meeting: Monday November 4th, 2013
 - Council Chambers
 - 7:47pm – 8:30pm
- 7.10 Meeting Adjournment

Name & Position	Priority Objective	Objective Description	Objective Status	Position Update
Rebecca Davidson- President	1	Career Center	Have two meetings in regards to the career center, one with Justin on Oct.21 and one with Caroline and Mike on Oct.24	Attended the Distinguished Alumni Awards on behalf of the Board of Governors, had several training sessions and discussion with Board of Governors, attended a Managers Meeting with the SA director and manager then provided an operations report to the Executive at our executive Meeting, attended an Education Council Meeting, attend the school of energy and business set rep meetings, presented at the entrance awards, prepping for the Grand Open of the Student Association Building.
	2	Election Changes	Drafted some bylaw changes and questions to bring to the Bylaw Committee in regards to our election process	
	3	Part time Studies	No progress January objective	
Brad Johnson- VP of Finance & Admin	1	BCIT Book Store Study	Scheduled meeting with Director to look at strategic direction of the bookstore study and other related items	Attended the Distinguished Alumni Awards on behalf of the SA. Met with Bill Dow (Dean of Health Sciences) to discuss part-time studies. Met with Peter Madden (IBM Post-Secondary Institutions Manager) to discuss the Student Association. Met with Roland to discuss the pub operations and potential upgrades. Met with Mike Hanson to discuss the pub strategic direction. Met with Rebecca about the bookstore, PT studies, and BCIT's strategic direction. Had governance meeting with Rebecca
	2	PT Services	Built PT studies survey	
	3	Copy and Print Analysis	No progress made January objective	
	4	Club's Credit Card	Set up to get 25,000 Credit card for club use with Controller and bank, pending paperwork	
Eirene Cloma - VP of Student Affairs	1	Women at BCIT	Had a conversation with Amy on the possibility of having a speaker series/workshops for female students in the new year	CRO duties: Due to by-election, I will be prioritizing that for the month of October, which will affect the schedule of my objectives. The Candidates package has been finalized, and the elections communications plan is in place.

	2	BCIT Respect Campaign	No progress	Nominations are due on Friday 25 October and voting takes place 4-6 Nov. I will be spending a lot of time between now and 6 Nov at DTC. // VPSA side of things: I helped facilitate the first Technically Queer club meeting/social on Oct 9.
	3	White Rose Campaign	No progress	
	4	First Nations/Aboriginal	No progress	
Yasamin Alami- VP of Campus Life	1	Host final fling around May 30th on for a minimum of 600 people. Ensure the event is cost neutral and fun final event for students to leave with a good relationship with the SA Launch a mobile app for students which includes key information about locations, specials, events and facility hours.	Thinking of ways to make it more sustainable for future years Will be attending set rep meetings	
	2	SA5K rave run [with Alicia] recruit 300 students for a run in March around campus and use funds raised to replenish the emergency food fund	No progress made yet	
	3	Bucket list with SA activities and student life activities	Will be writing articles soon.	
	4	Provide a detailed [minimum 12 page] transition document to successor which lists key dates, tips, tricks and contacts to succeed.	no progress	
	5			
Mike Hanson- VP of External	1	Develop relationships with government at all levels especially municipal, all provincial levels, make them aware of issues specific to BCIT	No progress made yet.	Meeting with Rebecca and Caroline on Thursday to discuss career centre. Discussing incorporation and bylaws of ABCS with executives at next meeting. Replying to student enquiries about compass card implementation at BCIT, working with Caroline and the Registrar's office to ensure a smooth distribution of the first wave of compass cards.
	2	ABC's take responsibility for working with ABC members to bring forward issues to the province	Forming a committee to work on student advancement centre.	
	3	Investigate the possibility of expanding career services and developing a business plan		
Jay Jung - Chair of Business	1	Facilitate inter-disciplinary term projects	Had a meeting with the Dean	Prepared the logistics and other details for the set

	2	Unifying the education platforms such as D2L, my.bcit.ca, and share out	of School of Business	rep meeting. Contacted Joe Freeburn about the inter-disciplinary term project. Require further action with Tim Jopling. Will be performing an online survey regarding the education platform throughout the set reps in school of business.
	3	Implement a sustainable systems for extended store hours	Need to investigate and discuss with the director of the Student Association	
	4	Electronic Devices Charging Station	Need to set up a meeting with BCIT's facilities and services coordinator	
Tariq Shobab- Chair of Energy	1	Facilitate inter-disciplinary term projects	Scheduled meeting with Dean of Energy to discuss strategy; will connect with other chairs to strategize	
	2	Establish a system to showcase alumni, give insight to current students about post-graduation	Productive talk with VP Finance to discuss strategy, will approach VP External, and Justin to get involved	Emailed Lorcan with the list of technical buildings without female change rooms. Preparing for first set-rep meeting today. Meeting with Alumni Association later this week to discuss working relationship between them and the School of Energy. Will be approaching Justin K. to figure out how to rope in objective 2 with the 50th anniversary celebration.
	3	Improve awareness / involvement in extra-curricular activities - SoE	Researched all the events occurring throughout the year, currently compiling list	
Hung Le- Chair of Computing & Academics	1	Review the current innovation challenge and explore the possibility of changing its format or creating a new one with different criteria		Held second set rep meeting, many complaints from second term students about a single instructor. Sat in on a meeting between said students and the Associate Dean of our School. All issues were discussed and we have worked
	2	Explore different possibilities for students from all the schools to meet and collaborate.		

towards creating solutions to aid the instructor.

Posters have been completed and slowly showing up around the school. Survey is up and running, there is a Facebook event set up on the SA page. Begun gathering volunteers, creating roles and shifts, decided on layout of the labs. Have been dropping into all the set rep meetings to give a small talk about the LAN party. Brainstorming other promotional activities to market the event.

3 Successfully host two LAN parties.

Went to other schools' set rep meetings to promote student health and wellness and asked set reps the same questions for feedback on current health and wellness services, events etc. or ideas for new ones. Sent e-mail to other chairs to disseminate written form of the questions and of the info on health and wellness programs, events.

Planning October and November set rep meetings. Following up on unanswered questions from September set-rep meeting. Addressed student concern regarding midterm issue. Still addressing concern about water fountains. Touched base with the Dean and Associate Deans.

Alicia Parayno- Chair of Health Science

1 Promote student health and wellness

			Met with SA marketing staff and finalized logistics for Health Science Facebook album (on BCITSA Facebook page) and hash tag project. The plan is to get it online by the next health science set rep meeting. Also working on turning the November health science set rep meeting into more of a social open to all health science students and faculty. Worked with Ian and Amy to book the Great Hall space for November 27. Also met with Deans and Associate Deans - discussed possible activities. Still finalizing activities.	
	2	Increase student communication and sense of community within school and between schools	Still maintaining contact with current health science clubs.	
	3	To help increase the presence of health science clubs		
Ramiza Rafeeq- Transportation, Construction & Environment	1	Living Lab, find out what it does for students, how to get students involved with it.	Having Paul Dangerfield coming to the December set rep meeting	
	2	Increasing the space of the NE1 stand.	Going to write a proposal to BCIT about requiring more space for the stand.	
	3	See if NE1 parking lot can be regraded.	Rebecca will be getting more information of who I need to contact about the parking lot being re-graded.	First set rep meeting is complete with the minutes done by Amy. Have had students bring concerns about bike racks; stand hours which is in the process of being solved.

Chair of Downtown Campus- Position currently vacant

Daniel Sumano- Chair of Aerospace Technology Campus

1

Work with SA Marketing Communication Strategist in the creation of an Online Fund Raising Auction.

Strategy for creation of website has been finalized. Unfortunately, in the electronic transfer of 150 photographs alignment of photos and written descriptions been lost.

2

Work alongside Class Rep to organizing Aviation related Tour.

Tour has been promoted and student information has been collected. Final date and time are in the works.

3

Work with SA Events & Program Manager in creating monthly events at the ATC.

Four out of the following eight months have events scheduled, with one month double booked. Request has been sent for the creation of an additional event in November. Request has been sent for clearing the double booked month to single event. Service and Engagement Coordinator and I are in the process of finalizing plans for two additional events. Last event still open

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| 4 | <p>Work with SA Marketing Communications Manager in the designs and strategy for the creation of Student and Alumni friendly website. In which through photo's & comments, their achievements & life travels can be expressed to inspire new students and individuals in the community. Note: ties created in objective with BCIT Alumni Association will hopefully be an asset for Objective with priority 5.</p> | <p>Working on strategic plan for presentation to SA Marketing Communication Manager.</p> |
| 5 | <p>Construct an information package in which my successor may if willing brings students to the workplace In exchange companies will have access to ATC students, post information to students and student volunteers. Bringing the workplace (companies) to ATC will not only create income but allow students to network and soak them in the industry. Specific task will depend on company needs. But allow companies to speak to students, post information at ATC, free labour.</p> | <p>Re-evaluating objective.</p> |