

**Executive Meeting Agenda
Tuesday, June 23, 2014
5:30-8:30pm**

- 1.1 Meeting called to order
- 1.2 Acceptance of the Agenda
- 1.3 New Business
 - 1.3.1 Expectations: Dylan
 - 1.3.2 Executive Training: Dylan
 - 1.3.3 Construction Funding: Dylan
 - 1.3.4 Chair Set Rep Meetings & Councillor Appointments: Dylan
 - 1.3.5 Misc. Updates: Dylan
 - 1.3.6 Interim VP Admin & Finance: Dylan
- 1.4 Governance and Responsibilities: Caroline
- 1.5 Question Period
- 1.6 Next Meeting: Monday, July 20th @ 5:30pm
- 1.7 Meeting Adjournment

**Executive Meeting
Tuesday, June 23, 2015
Minutes**

Executives: Dylan Smith, President
Bradley Lindsay, VP Campus Life
Heyden Vargas, VP Student Affairs
Nav Bhatti, Computing & Academic Studies Chair
Navin Vidyadharan , ATC Chair
Meghan Fisher, Business Chair
Jamie Haakons, Energy Chair
Josephine McGeer, Health Sciences Chair
Justin Deddens, Transportation, Construction & the Environment Chair

Staff: Caroline Gagnon, Executive Director

Absent: Emilio Da Silva, DTC Chair
Shubhi Singh, VP External Affairs

1.1. Meeting Called to Order

The Chairperson, Dylan Smith, calls the meeting to order at 5:48pm. (9 voting members).

1.2 Acceptance of the Agenda

It was moved that the agenda be accepted as distributed

Moved by: Jamie Haakons

Seconded by: Nav Bhatti

11/0/0 Carried

1.3 New Business

1.3.1 Expectations Document

Dylan will forward all executives the expectations document detailing the different expectations during their term. Everyone is asked to review and bring comments forward to ensure that the document represents the executives' will. This will become the benchmark for everyone when performing their duties.

1.3.2 Executive Training

The August executive training is scheduled on August 28 to September 2nd. It will be different from previous years, since there are five returning executives. The returning executives will be exempt from attending some of the training sessions.

1.3.3 Construction Funding

The construction project is requiring additional for ensuring that it is completed. The budgeted amount voted by Council was only a budget projection. We have reduced all possible extras that were impacting the cost of the project, but to ensure that completion is done for September an additional \$120,000 is required. The association has the funds to meet these needs.

Motion:

Be it resolved that BCITSA increases the funding allocated to the SE2 2 and 3rd floor renovation, in the amount of \$120,000 to fulfill the financial requirements to complete the project.

Moved by: Justin Deddens

Seconded by: Heyden Vargas

8/0/0

Carried

1.3.4 Chair Set Rep Meetings & Councillors Appointments

Chairs should start working on selecting their date for their set rep meetings. It is important that meetings are booked for space planning. Meetings can't be scheduled when there is a possibility of classes. This ensures that everyone can attend. Please submit your list to Dylan as soon as they are organized. The names of the Set Reps should be collected by the respective schools on the second week of September. All Chairs should also start thinking about recruiting their respective Councillors.

We were thinking of organizing an event to bring all set reps together. It would add value to being a set rep. We will also have more information on set reps on the website. It is suggested that a method of communication be set up to enable the program head and set rep communicate. If anyone has some ideas of improving the set rep program, please forward it to Justin Bargiacchi.

1.3.3 Misc. Updates

- New website is available. Not all content is finalized; however it will be finalized this summer. We would like to include a brief bio of each executive to put on the website.
- Engaging with the larger student population is an organizational goal. Therefore, it is propose that student executive office hours be posted on the website to ensure that one executive is available every day. It is also important to get out and connect with students.
- Bi-election for the VP Administration and Finance will be schedule for early fall. Heyden will be in charge of the elections. Dylan is also conducting research on how other Student Associations are managing their election.
- The executive coaching program will be reviewed. More details will be available during the summer training.

1.3.3 Interim VP Administration & Finance

It is required to fill the role while the position is vacant to help for the first couple of meetings. Jamie volunteered and it is approved by all.

1.4 Governance and Responsibilities

Training will be provided next meeting.

1.5 Question Period

No question.

1.6 Next Meeting: Monday, July 20th, 2015

Next Executive Meeting is scheduled for Monday July 20th, 5:30pm in SE2, 270-271.

1.7 Meeting Adjournment

It was moved by Bradley Lindsay and seconded by Justin Deddens that the meeting be adjourned at

6:55 pm. Carried