

**Council Meeting
Agenda
Monday, October 5th, 2015
5:30pm-8:30pm**

- 6.1 Meeting called to order
- 6.2 Acceptance of the Agenda
- 6.3 Acceptance of Minutes: September 21st, 2015
- 6.4 Progress Reports
- 6.5 Old Business
 - 6.5.1 BCFPA Club
 - 6.5.2 Coding for All Club
- 6.6 New Business
 - 6.6.1 Election Results
- 6.7 Question Period
- 6.8 Councillor's Forum
- 6.9 Next Meeting: Monday, October 19th @ 5:30pm
- 6.10 Meeting Adjournment

Council Meeting
Monday, October 5, 2015
Minutes

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

Staff: Caroline Gagnon, Executive Director
Justin Bargiacchi, Assistant to the Executive Director and HR Generalist

Councillors:

Stuart Budd	Henry Lo
John De Vera	Trevor Matthews
Megan Euverman	Matthew May
Reza Filsoof	Shawana Michalek
Inderpreet Gill	Farid Mohammadi Ahwazi
Josephine Grant	Sarah Mulford
Kristen Houwers	Jessica Ngo
Michael Hui	Dean Tamboline
Jessica Kim	Sarah Thomasen
Angela (Gee En) Kim	Princess Valenzuela
Morgan Latremouille	Marc Vouve
Minwoo Lee	Daniel Yen

Absent: Mikaela Blumke
Justin Guggenheimer
Rachelle Peters

Guest: None

6.1 Meeting Called to Order

The Chairperson, Dylan Smith, calls the meeting to order at 5:48pm. (36 voting members, including Chair)

- Change in process in terms of the administrative side. Previously, Caroline Gagnon has taken the minutes, but now Justin Bargiacchi will be taking them. This will allow Caroline to participate fully as an Ex-Officio member.

6.2 Acceptance of the Agenda

It was moved that the agenda be accepted with the following changes:

Moved by: Matthew May

Seconded by: Meghan Fisher

33/0/0 Carried

6.3 Acceptance of Minutes: September 21st, 2015

Be it resolved that the Council Meeting Minutes from September 21st, 2015 be accepted as distributed.

Moved by: Matthew May

Seconded by: Trevor Matthews

33/0/0 Carried

6.4 Progress Reports

Dylan Smith (President)

- Minor change - Parking signs for Car2Go have been installed. There appears to be space for 18 cars.
- The stalls at NE1 will be double-parked, as the cars used at Smart Cars.

Nav Bhatti (Chair - School of Computing and Academic Studies)

- LAN party is happening Friday, 2015-10-30 from 5:30pm until it ends.

Meghan Fisher (Chair - School of Business)

- As submitted.

Josephine McGeer (Chair - School of Health)

- As submitted.
- Also have a meeting to discuss curriculum plans this Wednesday (2015-10-07).

Shubhi Singh (VP External Affairs)

- As submitted.
- Special balloting is now open on campus. You can vote in Town Square C and D.

Caroline Gagnon (Executive Director)

- Student and Career Resource Centre opened today.
- There is still some minor finishing left. In addition, the construction in SE2 - 3rd floor continues.
- The staircase in SE2 between the second and third floor is opening tomorrow (2015-10-06) at 12:00pm.

Navin Vidyadharan (Chair - Aerospace Technology Campus)

- As submitted.
- Aerospace Industry Days occurred last week (2015-10-01) and it was successful.

Bradley Lindsay (VP Campus Life)

- As submitted.

Justin Deddens (Chair - School of Transportation, Construction and the Environment)

- As submitted.
- Update on the renaming the credentials of Architectural Science Program. Found out that the faculty have already been working on it.
- The submission is due tomorrow (2015-10-06), so helped the faculty over the weekend in order to get the submission finished.

Jamie Haakons (Chair - School of Energy)

- As submitted.

6.5 Old Business

6.5.1 BCFPA Club

Motion:

Be it resolved that the BCFPA be sanctioned as a BCITSA sanctioned club.

Moved: Bradley Lindsay

Second: Trevor Matthews

33/0/2 Carried

Discussion:

- No discussion.

6.5.2 Coding for All Club

Motion:

Be it resolved that the Coding for All club be sanctioned as a BCITSA sanctioned club.

Moved: Bradley Lindsay

Second: Justin Deddens

25/5/5 Carried

Discussion:

- The focus of the club appears to be unclear. Suggest they review it to clarify.

6.6 New Business

6.6.1 Election Results

- The new VP Finance and Administration has been voted in.
- Jessica Graham won the election with 275 votes.
- There were originally 5 nominees, but one dropped out, so 4 nominees actually ran.
- The campaigning went well, and resulted in over 500 people voting.

Motion:

Be it resolved that the BCITSA ratify the process of the by-election for the Vice President Finance and Administration.

Moved: Heyden Vargas

Carried: Jamie Haakons

35/0/0

Carried

Question:

- Do we now need to find another councillor to fill the spot that Jessica Graham left? No. The position has already been filled.

6.7 Question Period

- No questions.

6.8 Councillors' Forum**6.8.1 Updates****Dylan Smith (President):**

- WiFi access over the summer for students who have not yet graduated: Still need to get in touch with IT Services to gather more information.
- Coffee in the EhPod: Still need to look into this.

Caroline Gagnon (Executive Director):

- Facebook usage: Aim is to be SA focused, but there needs to have some unrelated, light-hearted content as well in order to drive student traffic to the page.
- In the weeks of September, the amount of light-hearted content was small: an average of 11% week-on-week. The majority of the content is directly BCITSA-focused, and the rest is student-related.
- The traffic to the site drops when there is minimal or no light-hearted content.
- Most of the traffic to the site (www.bcitsa.ca) comes from Google, but the second largest source is through the Facebook page, so it worth having this content as it increases exposure to related content.

Question:

- Was there context about this from last meeting? Yes.

6.8.2 Discussion

- Is there an online tool available for students to check when computer labs are open and when, rather than physically walking to the various labs to check?
- Will have to look into that. A discussion with BCIT IT is needed. Understanding is that the backend system for BCIT timetabling is quite constrained, including retrieving information out of it.
- Related, would it be possible to have an online tool to find open classrooms as well? There have been times where BCIT staff indicates there are zero open classrooms on the entire Burnaby campus.
- Will look into this as well.

Matthew May (Communications Officer for Elections Canada)

- The busiest elections location on campus had 20 people in the station.
- Could councillors please remind their classmates about the voting stations? They are open 9:00am to 9:00pm from now until Thursday (2015-10-05 to 2015-10-08). One does not need to be in the riding that the campus is in (Burnaby-South); you can vote for any riding across Canada.
- For more information email Matthew May or Shubhi Singh (VP External Relations).
- Do you need your voter card? No. Just register online and then bring proper identification.
- Is something going to happen with the empty lot in front of SW9? Yes. It is called White Plaza. It is on the docket for the Student Space Committee to look at and some funding has already been allocated. BCIT is also aware that work needs to be done and will be doing a study to look at how to use the space. It will remain an open-space for students to use, and will not be used to build another building.
- Students have been asking why they cannot opt out of the UPass like they can with Health & Dental. This is how the contract is written with not just BCIT, but with every post-secondary institution.
- In terms of opting out of Health and Dental insurance for students, one can only opt out if one has other coverage.
- Historically, have we made sure students actually want this program? Yes.
- Are we also trying to open the UPass program to part-time students? Yes. It is part of this year's objectives for Shubhi Singh (VP External Relations).
- Can we explain why students cannot opt-out? It makes the program viable to run for Translink.
- In order to keep the UPass program we run a referendum to increase student fees whenever the cost of the program goes up. So far, students have always voted in favour. This shows that the majority of students want the program. We have a referendum coming up to increase UPass fees by \$1.50 next year, then again the year after.

6.9 Next Council Meeting: Monday, October 19th, 2015

Next Council Meeting is scheduled for Monday, October 19th, 2015 at 5:30pm. Location to be determined.

6.10 Meeting Adjournment

It was moved by Morgan Latremouille and seconded by Nav Bhatti that the meeting be adjourned.

6:18pm **Carried**

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
Dylan Smith - President	3	Strengthen BCITSA Board internal workings and governance to facilitate smooth transition between different years of executives	Had discussions with the Executives at our last meeting, work on tangibles is in the early stages and will likely be ongoing throughout the year.	
	4	Bring car-sharing programs to BCIT. This objective is a carry forward from last year.	Three major players: Car2Go, Modo & Zipcar are all in the final stages of being brought to campus. Final details being worked out between companies and BCIT/Impark	
	2	Reform elections process to ensure more fair and impartial elections in the future	Working document currently sits with Government Relations Strategist to draft language for bylaws. Completed document & language will be brought to council for approval & recommendation to membership at AGM	
	1	Work to strengthen relations between BCITSA and BCIT Admin & Governance	Chair meeting between BCIT and BCITSA executives. Have scheduled a tour of our newly renovated spaces with the BCIT's President and the Chair of the Board	
- VP of Finance & Administration				
Heyden Vargas - Vice President Student Affairs				
		Explore the possible replacement of outdated water fountains with water refill stations.	Located the water fountains needing to be updated.	Went to ATC with Larry Vezina, Director of Student Retention and Navin to ATC to check out the contemplation room. Larry asked us to gather info on how to furnish the room. Larry will be paying for the cost. Ran By-Elections and was interviewed for two student articles. Attended Edco and the exec committee. Attended all candidates debate.
		Create a yearly, SA-run survey on what services to improve to benefit students.	Not Started	
		Advocate for more notification from BCIT to students when there will be lost service that impacts daily commute within campus. (Example: an app or text service if an elevator is down or computer lab closure.)	Not Started	
Bradley Lindsay - VP of Campus Life				
		Deliver tours to new and returning students on Orientation Day.	Completed successfully!	Two sets of Clubs training sessions have been performed, the clubs funding committee has been formulated and we have already had our first two presentations by students hoping to have their potential clubs sanctioned.
		FroshFest 2015	Cancelled, Pending either a replacement party or allocation of FroshFest budget othr events throughout the year and/or the end of the year party.	
		End of the Year Party	In discussion with the executives and our SA marketing team to plan the event.	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
		Rec Services	Met with and planned my next few action items with the SA Executive Director. During our last executive meeting, there was discussion of the same plan of attack with all the executives as a means to inform them and brainstorm possible involvement. Currently, the plan is to create a survey working with Rec services directed at asking the students and faculty of BCIT what they are looking for in terms of Programming, facilities, and indoor and outdoor space, including the track, field and tennis courts.	
Shubhi Singh - VP of External		Extend U-Pass to Part Time Students	Ongoing. Over the summer I met with Deborah Crawford (the u-pass coordinator), Dawna McKay (the registrar), Kathy Kinloch (BCIT president), and Lorcan O'Melinn (BCIT VP Finance and Administration) to advocate for extending U-pass to PTS. Follow up meetings have been scheduled between SA staff and BCIT staff. On the SA side we've formulated some strategies for going forward with this objective.	Attended All Candidates Debate. Met with BCIT leadership team and urged them to keep the SA in the loop in regards to capital projects and deferred maintenance. Attended set rep meeting for the School of Health Sciences and talked to the students about upcoming Federal Elections and special balloting on Campus. Attended the BCIT Alumni Association "CEO Speaker Series" committee meeting. Addressed some Compass card queries and complaints. Will be attending UBC AMS' council meeting next week in order to reinforce our commitment of maintaining good relations with other SAs. Will be meeting with the VP External of SFSS as well.
		Establish and maintain good relations with the BCGEU	Ongoing. Hoping to introduce myself to some BCGEU executives during the BCIT 50th gala. Our SA Executive Director and Government Relations Strategist have also had some luck establishing initial contact with Richard Schaeffer, a BCGEU executive.	
		Advocate for the needs of Trades students	Ongoing. Over the summer I worked on a trades students needs research paper in collaboration with the Kwantlen Student Association and University of Fraser Valley Student Union Society, and said research paper will now be edited and revised.	
		(Refer to External Advocacy-Strategy Document 2015)		
Meghan Fisher - Chair of Business		Strengthen the School of Business relationships with industry associations	Meeting with SA Staff next week (hopefully) to talk about avenues to use	
		Improve communication flow from the SA to the students in the School of Business	Documenting Set Rep information/ finding ways to improve the flow	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
Jamie Haakons - Chair of Energy	1	Work towards the creation of the School of Engineering at BCIT	Re-engaged the BCIT Executives to involve them in the process and get their input. It appears as though they still want us to find a different name, so I plan on holding focus groups. -Had a meeting with the BCITSA Government Relations Strategist about running a survey with the industry. A general outline/strategy has been laid.	Holding the first set rep meeting of the semester next wednesday. I've only recieved about half of my set reps, but I will continue to pressure the program heads so the first meeting can have an acceptable attendance.
	2	Save energy at BCIT	Emailed BCIT IT Services Manager, awaiting response	
	3	Make BCIT's Sustainability Committee actionable	I have been invited to return as the student member on the BCIT Sustainability committee, which is, as of now, defunct. The committee has been broken into two other committees, and I am now sitting on the committee that will deal primarily with actionable campus issues like energy/compost/recycling/waste/etc.	
Nav Bhatti - Chair of Computing & Academics		Organize and Hold 2nd Annual Canadian Undergraduate Computer Science Conference	First comittee meeting was held, website is in the works. Beginning talks with residence about usage of their space for accomodations.	Dealing with appliances and furniture removed from labs. Will be meeting with lab proctors to discuss. Also in talks with student space committee on the possibility of SA supplied furniture in labs.
		Increase Computer Science Technology (CST) social awareness and networking opportunities though LAN parties/game jams/other events	In talks with Relic about sponsorship for LAN Party. Meeting with Game Dev Club on Wednesday Sept 30th to discuss particulars and solicit volunteers. Set pricing at \$8 pre-reg, \$12 at the door	
		Assist CST program review currently being carried out by faculty and staff.	Issue was brought up during executive meeting. Got in touch with Barry Hogan, in the process of setting up meeting with myself, Barry Hogan, Steve Eccles, and Dean Hildebrand	
Fee McGeer - Chair of Health Science		Continue to develop Inter-Professional Education (IPE) in BCIT Health Sciences	Attended SOHS Interprofessional Education Meeting with Connie Evans. Presented IPE information at first set rep meeting and asked for interest in the interprofessional development committee	First set rep meeting
		Improve the reliability and credibility of nursing courses (including clinical and pharmacology)	Clarified objective with Robyn to ensure that student complaints align with ideas of improvement. Submitted information to join the Nursing Program Advisory Committee. Began research via cold calls on other BC Nursing schools to see how BCIT could alter process of instructor training and conflict resolution	
		Improve underutilized space for students to study and socialize (including area next to SE12)	Joined Student Space Committee	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
Justin Deddens - Chair of Transportation, Construction & Environment	2	Improve/upgrade the water fountains to water refill stations	Not started	I haven't had my first set rep meetings yet since I am missing 25-50% of set reps needed
	2	Improve the waste/recycling program at BCIT	Not started	
	1	Create ways to engage the Trades and Transportation students with the SA	Met with Associate Deans of both Transportation and Construction. Will begin to organize events and awareness of SA services together with them and available SA staff	
	1	Renaming credentials of Architectural Science program from "Bachelor of Tech." to "Bachelor of Architectural Science"	Working with Faculty to complete application.	
Emilio Da Silva - Chair of Downtown Campus		Improve Relationships at Downtown Campus	Have had orientation with instructors and students of ISEP program. Also new DTC head is supportive of SA events.	Still working on getting room 825 sorted out. Will update more after first set rep meeting.
		Improve International Experience at Downtown Campus	Have 20 set reps, primarily from ISEP program. Will be having career services and advocacy come down to DTC during first set rep meeting on Oct. 6th.	
		Strengthen Bylaws relating to Downtown Campus to support more students downtown.	Bylaw Committee has not met yet.	
		Work with BCIT and SA bodies on external events	Ran first external event on Sept 21st. Have additional ones planned for Oct 8th and Nov 10th. Also was present for 10th anniversary of BCIT Confucius Institute on Sept 26th.	
		Advocate for BCIT facilities to make changes at Downtown Campus.	Have outlined concerns to executives, working on formulating plan of action based on where BCIT is at in the process begun last year.	
Navin Vidyadharan - Chair of Aerospace Technology Campus		Solve the parking issue at the ATC	No progress to report.	
		Improve recreation facilities at the ATC	talked to Justin B regarding the new pool table to be brought to the ATC. Will be getting rid of one of the foosball tables to accommodate the new table. Visited the Contemplation room with Heyden and Larry Vezina. Made a plan on how to renovate it with Heyden.	
		Introduce counseling services at the ATC	Introduced the idea to Larry Vezina. Further discussions will be held.	
		Promote Health and Hygiene Awareness on campus	Attended the Health and Safety Committee meeting on 28th September. Got the green signal to print posters promoting self hygiene and welfare on campus.	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
		Better networking between alumni and present students	Added the idea of starting a Facebook group to connect all ATC students and alumni to the next Set Rep meeting agenda(for October 7th).	