



Council Meeting
Agenda
Monday, November 16, 2015
5:30-8:30pm

9.1 Meeting called to order

9.2 Acceptance of the Agenda

9.3 Acceptance of Minutes: November 2, 2015

9.4 Progress Reports

9.5 New Business

9.5.1 Club Sanction

9.5.2 Student Learner Spaces

9.5.3 Fairtrade/ Ad- Hoc Committee

9.6 Question Period

9.7 Councillor's Forum

9.8 Next Meeting: Monday, November 30th @ 5:30 pm

9.9 Meeting Adjournment

Council Meeting
Monday, November 16th, 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: Mikaela Blumke
Stuart Budd
John De Vera
Megan Euverman
Kristen Houwers
Inderpreet Gill
Josephine Grant
Justin Guggenheimer
Morgan Latremouille
Michael Hui
Jessica Kim
Angela (Gee En) Kim
Henry Lo
Trevor Matthews
Matthew May
Farid Mohammadi Ahwazi
Sarah Mulford
Jessica Ngo
Dean Tamboline
Sarah Thomasen
Princess Valenzuela
Marc Voue

Absent: Reza Filsoof
Minwoo Lee
Shawana Michalek
Daniel Yen

Guest: None

9.1 Meeting Called to Order

The Chairperson, Dylan Smith, calls the meeting to order at 18:50. (34 voting members, including Chair)

9.2 Acceptance of the Agenda

It was moved that the agenda be accepted as distributed.

Moved by: Emilio Da Silva

Seconded by: Meghan Fisher

33/0/0 Carried

9.3 Acceptance of Minutes: November 2nd, 2015

Be it resolved that the Council Meeting Minutes from November 2nd, 2015 be accepted as distributed.

Moved by: Morgan Latremouille

Seconded by: Matthew May

33/0/0 Carried

9.4 Progress Reports

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

- As submitted.

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

- As submitted.

Meghan Fisher (Chair - School of Business)

- As submitted.

Caroline Gagnon (Executive Director)

- As submitted.

Jessica Graham (VP Finance and Administration)

- As submitted.

Jamie Haakons (Chair - School of Energy)

- As submitted.

Bradley Lindsay (VP Campus Life)

- As submitted.

Josephine McGeer (Chair - School of Health)

- As submitted.

Shubhi Singh (VP External Affairs)

- As submitted.
- Mentioned a Bill in progress report. If anyone would like more information on it, please contact Shubhi (vpexternal@bcitsa.ca)

Dylan Smith (President)

- As submitted.
- Thank you to all those involved in Government Relations. Sameer has presented to the Select Standing Committee on Finance (committee of the BC Legislature that advises the Minister of Finance). We were mentioned by name once in the report. And our two requests were mentioned twice. More importantly, both our requests were included in the recommendations to the Minister of Finance.

Navin Vidyadharan (Chair - Aerospace Technology Campus)

- As submitted.

9.5 New Business

9.5.1 Club Sanctioning

- Presented by Nav Bhatti:
- Would like to change the club sanctioning process. Currently, clubs present, then it is only in the next Council meeting that Council will vote to sanction. Would like to shorten process so the club presents, then we vote in the same meeting. The process is not laid out in the bylaws, so a motion does not need to be put forward.

Discussion:

- There are a number of clubs that are short-lived. After talking to clubs, one of the things they mentioned was that there is high interest when they are proposed, but this drops over the sanctioning process so by the time it is officially sanctioned, the interest is low. So shortening the process will aid in extending the longevity of clubs.
- Having the period between meetings allows for Council members to do research to aid in making a voting decision. It would be detrimental to do away with that extra time.
- Club applications are in the meeting binder correct? Yes.
- So there is still time to research between when Council receives the binder and when the meeting occurs.
- Propose that if there is contention with sanctioning a club, then the sanctioning motion can be tabled to the next meeting.
- Our practice should be that for cut-and-dry clubs, they are just voted on in the same meeting.

- For the clubs themselves though, should we not have a consistent practice so they know the timing on being sanctioned? Do not think that is necessary. They will just need to realize this is how the process is.
- When is the last time that we did not actually sanction a club? A long time ago.
- As such, why even deliberate about this issue.
- Spoke with Amy Smith, Clubs Coordinator, and asked if we have strict criteria for sanctioning clubs. We do not. Instead we have processes in place in terms of operations. For example, when they receive a bank account.
- The majority of council was in favour of shortening the process so the sanctioning vote takes place in the same meeting as the presentation. If members are strongly against a club being sanctioned, they can present a motion to table the sanctioning motion until the next meeting.

9.5.2 Student Learner Spaces

- Caroline met with David Porter, Associate Vice President of Learner Services. BCIT is doing a DNA study to determine the essence of BCIT. They are trying to define learner space. Asked if they would include students in the process of determining learner spaces. He has proposed implementing 3 trial classrooms with new models of learner spaces next year.
- Research has shown that different learner space models increase engagement and learning.
- We would like 4 volunteers from across schools to add student voice to this BCIT initiative. This is not an official committee.

Discussion:

- What is the timeframe? It will occur in January.
- Are they looking for a new one-size-fits-all classroom? No. They want to develop different learner spaces customized to the field of study. The "spirit" of the classrooms would be similar, but they would look different.
- **Student Learner Spaces Volunteers:** Justin Deddens, Meghan Fisher, Jessica Kim, Matthew May, Sarah Thomassen, and Marc Vouve.

9.5.3 Fairtrade / Ad-Hoc Committee

- Last meeting, Engineering Without Borders came in to talk about Fairtrade and getting BCIT certified. They wanted to come in again this meeting to continue the discussion. The Executive felt this would not be a good use of Council time as it is an involved issue.
- So propose a small of committee of 5 to convene to look at this issue in a fair and balanced way. Anticipate it will last a month or two.

Motion:

Be it resolved that Mikaela Blumke, Stuart Budd, Matthew May, Shubhi Singh and Bradley Lindsay (Chair) convene a committee to explore Fairtrade as it relates to the BCITSA).

Moved: Dylan Smith

Seconded: Emilio Da Silva

32/1/0 Carried

Discussion:

- If we put this committee together, what is its purpose? To come back to Council with recommendations. Some of the specifics of what exactly needs to happen to become Fairtrade certified.
- Will this committee work with operations on this? Or will they operate separately? Believe it will work with operations, but it is up to the Chair.
- Recommend they work with operations, as the result could have a large impact on operations.
- Will they do a presentation to us? Yes. They would outline the process they used to come up with their recommendations, as well as the recommendations themselves. Lastly, they would put forward a motion of some sort.
- Will this committee be meeting this next month? No. It is exam time. It will convene before the break to start, and then begin its work in the New Year.

9.6 Question Period

- What is the latest on the name change for School of Energy? Currently waiting on Bill Down (Vice President Academic) to schedule a meeting. There are further complications, because the Dean for the school is now retiring. There is talk of perhaps restructuring the school as well. There has been a lot of conversation at the high level about the renaming. Will find a time to meet with Bill. Moving forward, however, it is looking positive.
- What were the two requests we made to the Select Standing Committee on Finance? The first was to ask that post-secondary institutions be allowed to take on more debt in order to self-fund capital projects, specifically for residence. There is currently a moratorium on that. The second request was something we spoke to Minister Wilkinson (Ministry of Advance Education) about in July in regards to the BC Completion Grant. It gives trade students forgiveness on their loan debts. We asked for an increase in funding of 4 million dollars. The caveats are that the student finishes their program and it is a program considered a critical trades area.

9.7 Councillor Forum

- No issues brought forth.

9.8 Next Council Meeting: Monday, November 30th, 2015

Next Council Meeting is scheduled for Monday, November 30th, 2015. Location is tentatively in the new Council Chambers.

9.9 Meeting Adjournment

It was moved by Justin Deddens and seconded by John De Vera that the meeting be adjourned.

19:26 **Carried**

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
Dylan Smith - President	1	Strengthen BCITSA Board internal workings and governance to facilitate smooth transition between different years of executives	No major progress since last report working with SA staff to develop initial documentation	
	4	Bring car-sharing programs to BCIT. This objective is a carry forward from last year.	Car2Go - Complete Zipcar - In Limbo Modo - Need to follow up	
	2	Reform elections process to ensure more fair and impartial elections in the future	Complete save for AGM vote on bylaws	
	3	Work to strengthen relations between BCITSA and BCIT Admin & Governance	No progress since last report, planning to schedule meetings in the coming month	
Jessica Graham - VP of Finance & Administration		Promote Importance of School Involvement, Boost School Spirit.	Planning Stages - See also School of Business Objective Status	Collaborating with Meghan on School of Business Objective by working together to make BCIT School of Business involvement in JDC West possible in 2017. Currently meeting with several faculty members to gain support. Conducted first bylaw and budget committee meetings.
	Organize a fun and interactive charity/fundraising event	No major progress since last report		
	Promote Financial Management Program- BCIT School of Business	Pushing for BCIT involvement in Western Canada Commerce Games Case Competition in 2017. (JDC West)		
Heyden Vargas - Vice President Student Affairs		Explore the possible replacement of outdated water fountains with water refill stations.	I am waiting for Lorcan O'Melinn, VP, Admin to meet with Mark Dale, Senior Director, Facilities and Campus Development and to email myself and Justin the locations of the fountains. Lorcan will also give a contact person to work with on this issue.	I will sit on the Decision Review Board on Nov 25th. I am receiving updates on the case and working with other DRB members.
	Create a yearly, SA-run survey on what services to improve to benefit students.	The survey I was hoping to push out end of November will be pushed until December. BCIT has been working on their own survey which the marketing department will provide a couple questions to add. It is better to add distinction compared to the BCIT survey.		
	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.)	Sent an email to my contact people, mentioned in previous report, I am waiting to receive a status update on their part.		
Bradley Lindsay - VP of Campus Life		Deliver tours to new and returning students on Orientation Day.	Completed	All postional requirements have been achieved by either myself or a replacement, when I was absent from shool.
	FroshFest 2015	Completed- Cancelled due to rain :(
	End of the Year Party	In pre-planning		

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
		Rec Services	In progress: There are some major developments on this front. 1. BCIT has graciously agreed to work with us on finding a solution for Rec Services. 2. BCIT sent us a facilities report which we have read over, and have now observed the cost associated with renovating the Rec Services building. 3. The SA is currently performing research to see where we (the SA) can take this potential partnership with Rec services to benefit the students through more comprehensive service, programming and facilities. 4. I am attempting to create a survey to find out what exactly students are most interested in for the future of Rec Services.	
Shubhi Singh - VP of External	1	Extend U-Pass to Part Time Students	No further progress. Been trying to get a meeting arranged with BCIT.	
	3	Establish and maintain good relations with the BCGEU	Ongoing. Progress is coming along slowly but surely. I let the FSA and BCGEU know that we're on board with the \$10/day campaign. They were happy to hear that and will be reaching out to us for further collaboration. I personally did not get a chance to chat with the BCGEU execs at the BCIT gala but our Executive Director and Government Relations Strategist have met with them.	Attended the BCIT 50th Gala. Presented awards on behalf of the Alumni Association at the BCIT Fall Awards Ceremony. Will be attending the ASTTBC gala on Saturday on behalf on the Alumni Association. Chatted with a BCIT alumnus who's passionate about creating/exploring an online platform that could better connect Trades students to one another and the events going on on campus as well as provide them with a resource for finding job opportunities. Will be co-hosting the first Provincial Ad-Hoc Coalition meeting this month alongside SFSS and UBC AMS. Starting preparations for U-Pass referendum in January.
	2	Advocate for the needs of Trades students	Ongoing. Also chatted with a BCIT alumnus about connecting with Trades students and surveying them about their needs. Will be working with Heyden and Justin on that front.	
	4	(Refer to External Advocacy-Strategy Document 2015)	-	
Meghan Fisher - Chair of Business		Strengthen the School of Business relationships with industry associations	Sent email out to the program heads - gathering responses as we speak	Making List - still waiting for some Program Head Responses
		Improve communication flow from the SA to the students in the School of Business	Documenting Set Rep progress / things to leave with next chair / other chairs	Creating package week by week / adding things as I learn them
Jamie Haakons - Chair of Energy	1	Work towards the creation of the School of Engineering at BCIT	No progress	Held second set rep meeting at Burnaby campus, the topic was Bullying & Harassment Training. Attended the Fall Awards ceremony for the School of Energy & the School of Computing & Academic Studies. Continuing to collaborate
	2	Save energy at BCIT	Continuing to work with the School of Energy and BCIT IT Services to standardize computer shutdown periods.	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
	3	Make BCIT's Sustainability Committee actionable	Awaiting committee assignment	
Nav Bhatti - Chair of Computing & Academics		Organize and Hold 2nd Annual Canadian Undergraduate Computer Science Conference	Logo redesign and brand colours being finalized. Website soon to follow	Working to promote various events relevant to computing coming from both our Career Services department, as well as the CST Industry Liasion.
		Increase Computer Science Technology (CST) social awareness and networking opportunities through LAN parties/game jams/other events	Will be doing a post-mortem on LAN on Thursday, November 12th to see what improvements can be made to LAN	
		Assist CST program review currently being carried out by faculty and staff.	Meeting with Barry and Co., while informative, was ultimately fruitless. Staff and faculty seem reluctant to allow students any involvement in the process past filling out surveys.	
Fee McGeer - Chair of Health Science	1	Continue to develop Inter-Professional Education (IPE) in BCIT Health Sciences	Interprofessional student development volunteer committee - found members. Arranging to meet next week to discuss objectives and positions	CPR and mask fit testing on campus organized for next week.
	3	Improve the reliability and credibility of nursing courses (including clinical and pharmacology)	Attended program advisory committee. Extent of curriculum change is extensive. Future goals will focus on broader student priorities: communication and efficiency. Continuing to gather student perspective.	
	2	Improve underutilized space for students to study and socialize (including area next to SE12)	The area is set for redevelopment; BCIT and BCITSA are working in collaboration to achieve this change.	
Justin Deddens - Chair of Transportation, Construction & Environment	2	Improve/upgrade the water fountains to water refill stations	Waiting for Correspondence from Lorcan VP Admin. Lorcan will give Heyden and I a contact person to work with on this issue, and will provide a list of existing fountain locations	Held Burnaby Set rep meeting on Nov. 5th. Scheduled remaining BMC set rep meetings for third Thursday of every month, each meeting will be preceded by a meeting with the BMC Associate Dean in order to increase/maximize the efficiency of my role there. SA staffing hours at AIC are changing, so the set rep meetings are not on a regular schedule yet.
	2	Improve the waste/recycling program at BCIT	No Progress - Set reps expressed support of this objective	
	1	Create ways to engage the Trades and Transportation students with the SA	Working with SA Marketing team to create a poster, working with BCIT staff from different schools to schedule time for SA/student meeting. Have been approached by a BCIT Alumni who is interested in working towards similar goals	
	-	Renaming credentials of Architectural Science program from "Bachelor of Tech." to "Bachelor of Architectural Science"	The proposal has been approved at two levels, awaiting approval from remaining levels of review	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
Emilio Da Silva - Chair of Downtown Campus		Improve Relationships at Downtown Campus	Meeting with ISEP program head on Nov 12th.	No movement on room 825 issue, other objectives moving smoothly.
		Improve International Experience at Downtown Campus	Have several ideas from set reps on how to improve programs downtown. will work with BCIT to implement them.	
		Strengthen Bylaws relating to Downtown Campus to support more students downtown.	Went to first bylaw meeting to contribute information and recommendations on changes	
		Work with BCIT and SA bodies on external events	Held 2 external events over last 2 weeks. Also went to Cisco Connect on Nov 10th.	
		Advocate for BCIT facilities to make changes at Downtown Campus.	No progress	
Navin Vidyadharan - Chair of Aerospace Technology Campus		Solve the parking issue at the ATC	No updates.	Held the Set Rep meeting for November on Monday(9th)
		Improve recreation facilities at the ATC	Actively working on solving the issue related to students not returning recreational equipment from stores on time, putting other students at a disadvantage.	
		Introduce counseling services at the ATC	Chris Rogerson, the Associate Director of Student Services took part in my last Set-Rep meeting. I am in contact with him regarding introducing counseling services at the ATC.	
		Promote Health and Hygiene Awareness on campus	Got posters printed out to be stuck in the washrooms, asking students to keep themselves clean and take precautions to stay healthy during the Flu season. Holding discussions with Chris Rogerson to provide free flu shots for ATC students on campus.	
		Better networking between alumni and present students	Facebook group has been started and is currently active.	
Caroline Gagnon - Executive Director		Develop plans for the renewal of the pub	Reviewed second draft of the proposed plans from designers. Once all samples are received and changes made, it will be presented to the pub committee. It is anticipated that by the end of the month, the plans will be almost completed.	
		Maximizing revenue for the pub	The revenues in the pub for the month of October have reached the highest level since the BCITSA has taken over the operation of the pub.	
		Develop new marketing campaigns focusing on sales growth for the Stand Stores	All Stand Stores have been hitting their budgets for the past months, which represent a growth of 4% for all of them. Further Stand South has seen an increase in sales beyond what was budgeted. Staff were added to meet the demand and also, hours of business has increased by 2 hours on Sundays.	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
		Enhance health and wellness services for students and make these services available	In conjunction with BCIT Recreation Services, a new nap room is being looked at. This room would operate in Se16. Details are still in the works but we are hoping to offer this service starting January 2016.	
		Provide students with new learning opportunities	A leadership conference was scheduled for spring 2016. However, this objective will be replaced by the Tedx conference which is now being organized by Dylan Smith. It was decided that 2 conferences would be too much demand on our resources and also may diminish students' interest.	