



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

- 10.1 Meeting called to order
- 10.2 Acceptance of the Agenda
- 10.3 Acceptance of Minutes (AGM & Council): November 16, 2015
- 10.4 Progress Reports
- 10.5 New Business
 - 10.5.1 U-Pass BC Referendum
- 10.6 Question Period
- 10.7 Councillor's Forum
- 10.8 Next Meeting: Monday, January 11th @ 5:30 pm
- 10.9 Meeting Adjournment

Council Meeting
Monday, November 30th, 2015
Minutes

Executives: Dylan Smith, President
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

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

Councillors:

Mikaela Blumke	Angela (Gee En) Kim
Stuart Budd	Minwoo Lee
John De Vera	Henry Lo
Megan Euverman	Matthew May
Reza Filsoof	Farid Mohammadi Ahwazi
Kristen Houwers	Sarah Mulford
Josephine Grant	Dean Tamboline
Morgan Latremouille	Sarah Thomasen
Jessica Kim	Princess Valenzuela
	Marc Vouve

Absent:

Emilio Da Silva, DTC Chair	Bradley Lindsay, VP Campus Life
Inderpreet Gill	Trevor Matthews
Justin Guggenheimer	Jessica Ngo
Michael Hui	Daniel Yen

Guest: None

10.1 Meeting Called to Order

The Chairperson, Dylan Smith, calls the meeting to order at 17:49. (30 voting members, including Chair)

- Dylan welcomed Council to the new, permanent Council Chambers on the 3rd floor of SE2.

10.2 Acceptance of the Agenda

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

- Add item under new business: Executive Honorarium.

Moved by: Matthew May

Seconded by: Jamie Haakons

29/0/0 Carried

10.3 Acceptance of Minutes: November 16th, 2015

Be it resolved that the Annual General Meeting Minutes from November 16th, 2015 be accepted as distributed.

Moved by: Matthew May

Seconded by: Meghan Fisher

29/0/0 Carried

Be it resolved that the Council Meeting Minutes from November 16th, 2015 be accepted as amended.

- Student space volunteers should read Megan Euverman, not Meghan Fisher

Moved by: Matthew May

Seconded by: Navin Vidyadharan

29/0/0 Carried

10.4 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.
- Have small cards from the Metro Vancouver Transit Police to give to Set Reps. They have now created a numbers to call or text in non-emergency situations.
- Text: 87.77.77
- Phone: 604.515.5300

Dylan Smith (President)

- As submitted.
- Objectives pertaining to developing better internal functioning and better relationships with BCIT will not see much tangible progress, as it is difficult to quantify this progress.

Navin Vidyadharan (Chair - Aerospace Technology Campus)

- As submitted.

10.5 New Business

10.5.1 U-Pass

- Presented by Shubhi Singh:
- The price for U-Pass is going up next contract period. The increase was not as much as expected as TransLink was able to get additional funding from the BC Ministry of Transportation. The new contract runs from 2016-05-01 to 2018-04-30. The first year will see an increase of \$1.50 per month (total of \$39.50), then another increase of \$1.50 the year after (total of \$41.00). The motion to increase funding was approved by BCIT and TransLink. It is a yes or no motion. If they vote no, then there is no more U-Pass. If they say yes, it will include the increase amounts.

Be it resolved that the BCITSA sends the following question to referendum during the voting period of January 18th to 22nd, 2016.

"The Student Association of the British Columbia Institute of Technology (BCIT) currently collects \$38 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: \$39.50 per month from May 1, 2016 to April 30, 2017; and \$41.00 per month from May 1, 2017 to April 30, 2018. Are you in favour of the Student Association of BCIT collecting the U-Pass BC fees stated above from all eligible students?"

Moved by: Shubhi Singh
29/0/0 **Carried**

Seconded by: Navin Vidyadharan

Discussion:

- How will students be notified? There will be an email blast as well as a proper campaign.
- Will the move to the Compass card be included in this? No. That is a separate issue. Compass is already established and will happen regardless.
- Is there a timeline for our part-time students getting U-Pass? We are still working on that. It is a three-way contract between the SA, BCIT and TransLink. TransLink is on board, so we just need to convince BCIT.
- Why do they need to be convinced? It comes down to the back-end process for administering the U-Pass. It is quite an involved process to make this change happen.

10.5.2 Executive Honorarium

- Presented by Nav Bhatti:
- Justin Deddens, the Chair – School of Construction, Transportation and the Environment, has to take care of 3 sets of set rep meetings over 3 campuses. This is the bulk of a chair's duties, so he has a lot of extra work compared to the other chairs. Justin suggested that his honorarium be increased to reflect this extra work. Next year, there will be chairs for both BMC and AIC, so his role will effectively split into 3. We suggest raising his honorarium to \$1,000 per month.

Be it resolved that the honorarium for the Chair – School of Transportation, Construction and the Environment be raised to \$1,000 per month, beginning December 1st, 2015 and for the duration of the 2015/2016 school year.

Moved by: Nav Bhatti

Seconded by: Meghan Fisher

29/0/0 Carried

- **Note:** Justin Deddens abstained in the vote.

Discussion:

- What is the current honorarium? About \$670 per month.
- Where would the extra money come from? As of 2015-09-06, we have technically been collecting the fees for the two new chair positions, so there is extra money in the account. We will run a surplus this year due to these funds not being spent.
- How was the number arrived at? It is just a round number that makes sense. It was discussed at 2 separate executive meetings. Considered increasing it to 3 times the honorarium (about \$2,000), but thought the \$1,000 per month seemed like a good compromise.
- The new chairs will start next year? Yes. Two positions will be added. One chair for BMC and one for AIC.
- Is the money enough to help him through this or are there other resources that he requires? It did come up briefly. The consensus is that Justin is doing it currently and has a system in place. Also, he is currently representing those students, so it would not be a good idea to change that.
- Is Justin receiving additional compensation for his travel? Yes. He is compensated for his mileage, which is standard for the SA.
- Will it be retroactive? No. We decided not to, because it is simpler.

10.6 Question Period

- Update from Jamie Haakons on changing the name of the School of Energy: Had a meeting with Bill Dow (VP Academic). BCIT is also convinced that the name has to change. They do not want it to be a top-down approach however, as that is poor change management practice that creates unnecessary resistance. Bill would like the students and faculty to email him about the kind of Dean they would like. If it is going to be a school centred around engineering, then a Dean with engineering experience is required. So we would like students to email Bill Dow with support. Bill wants a name that truly reflects BCIT, so it does not necessarily need to be "School of Engineering". If you have suggestions for another name, please email Bill (bill_dow@bcit.ca) or Jamie (chairenergy@bcitsa.ca)
- Would this apply to some of the programs in School of Construction as well? Yes. The concern from that side is that the civil engineering program will remain in the same labs and classroom space.

- Would this apply to the biomedical program in School of Health? Discussed this with Bill. It is applied Engineering, but it seems it will be better served by staying under the health umbrella.
- What about the name "Applied Engineering"? This has already been discussed. Something in that realm would be a good name.
- What resistance is there for changing the name? The BCIT bureaucracy. It takes a significant amount of work for a change of this magnitude, especially with the moving of programs and the associated reporting relationships in terms of an employee/employer relationship. This is why a top-down approach would not work, so it needs to be bottom-up.
- Has this issue been brought to the faculty? Yes. All the faculty in the School of Energy that Jamie as spoken to are on board. Jamie has little contact with School of Construction however, so is unsure on how staff feel there.

10.7 Councillor Forum

- Many classrooms lack the right input for doing presentations. One can get a converter from AV Services, but they are often all loaned out. Is that something the SA can help with? We would not buy more converters, but will contact the appropriate person at AV to have more added.
- Adapters can be purchased for amazon.ca for about \$6 if needed.

10.8 Next Council Meeting: Monday, January 11th, 2016

Next Council Meeting is scheduled for Monday, January 11th, 2016 at 17:30. Location will be the new Council Chambers.

- Councillors should keep an eye on email over the holidays. Will be trying to organize a social in January.

10.9 Meeting Adjournment

It was moved by Nav Bhatti and seconded by Heyden Vargas that the meeting be adjourned.

18:22 **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	Progress has been slow to date but will pick up in the coming weeks and into the new year	TEDxBCIT meeting, will add more...
	4	Bring car-sharing programs to BCIT. This objective is a carry forward from last year.	Complete to the extent that I can do given circumstances will revisit in the new year	
	2	Reform elections process to ensure more fair and impartial elections in the future	Complete! Bylaws passed at AGM. All that remains is to implement.	
	3	Work to strengthen relations between BCITSA and BCIT Admin & Governance	Had a meeting with Kathy Kinloch regarding how to approach this objective. Will be setting up monthly meetings with her starting in the new year	
Jessica Graham - VP of Finance & Administration		Promote Importance of School Involvement, Boost School Spirit.	See Below	Finalizing Budget Templates with the help of the budget committee in order to present a monthly financial summary to council. Discussing possible changes to existing election by-law's with the By-law committee, RE: DTC, BMC + AIC.
		Organize a fun and interactive charity/fundraising event	Teaming up with Meghan to plan an event to be hosted in the new year.	
		Promote Financial Management Program- BCIT School of Business	Look into making JDC West a long term goal for the school of business. (3 years to approve, polytechnic institutes are currently not eligible to participate)	
Heyden Vargas - Vice President Student Affairs		Explore the possible replacement of outdated water fountains with water refill stations.	I recieved the first report of fountains around campus. I am still waiting for the full list from Will Crocker, Maintenance Manager. I sent an email today asking for an update.	The Decision Review Board is canceled due to a procedural fairness requirement. The DRB will take place in the new year.
		Create a yearly, SA-run survey on what services to improve to benefit students.	Survey is postponed to release Bradley's time sensitive survey regarding rec services.	
		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.)	No progress. More or less finished just waiting for my contacts to provide updates. I am going to continue this objective in the new year to bring more notification regarding computer labs timetables going online and dedicated times where students can use a computer.	
Bradley Lindsay - VP of Campus Life		Deliver tours to new and returning students on Orientation Day.	Completed	Planned a clubs funding committee meeting for Nov26, 2015, as well as maintained my office hours and other positional required duties.
		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	Setup the release date for our Rec services survey for Dec 14. I have setup a meeting between integral Rec Services employees to brainstorm the information and questions we are seeking through the Survey.	
Shubhi Singh - VP of External	1	Extend U-Pass to Part Time Students	Ongoing. Will hear more about this in the new year.	Attended the ASTTBC gala. Was interviewed by a Journalism student about the Ray Kurzweil event and the SA's involvement in it. Had a U-Pass Advisory Committee (UAC) meeting and got our referendum question approved by TransLink. Will be working with BCIT to review and refine UAC's "Terms of Reference" document. Attended BCIT Alumni Association's board meeting. Also attended my first meeting of the Metro Vancouver Transit Police Chief's Community Council- discussed opportunities for collaboration and will be receiving material to distribute to students. Provincial Ad-Hoc Coalition meeting has been put on hold due to conflict in schedules.
	3	Establish and maintain good relations with the BCGEU	Ongoing. Possibility of collaboration between the FSA, BCGEU, and SA for an event- will know for certain once I receive more details from them.	
	2	Advocate for the needs of Trades students	On hold at the moment. Will work more on this as I start to plan for Advocacy Week in Victoria.	
	4	(Refer to External Advocacy-Strategy Document 2015)	Completed.	
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	Have a meeting with BCIT Exec this week to discuss further options	In communication with the director of marketing for the Pacific Venture Capital Conference to arrange possible interdisciplinary co-operation with their business students at UVic and UBC. Have decided not to hold a physical set rep meeting for December upon requests from exam-battled students - a comprehensive email along with the presentation slides will be distributed to the set reps in replacement
	2	Save energy at BCIT	Met with BCITSA controller to incorporate energy savings into the BCITSA IT plan. Will purchase a Kill-A-Watt to begin cataloguing energy use around campus	
	3	Make BCIT's Sustainability Committee actionable	Received invitation for first Sustainability Committee meeting which will occur in January	
Nav Bhatti - Chair of Computing & Academics		Organize and Hold 2nd Annual Canadian Undergraduate Computer Science Conference	Website is almost ready to launch (hopefully Dec 1st) and with it will start the marketing and sponsorship push.	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
		Increase Computer Science Technology (CST) social awareness and networking opportunities through LAN parties/game jams/other events	Set reps requested a planetarium event, will look at the feasibility of that. LAN post-mortem was very informative, I plan to work with our Clubs Coordinator in drafting a "LAN survival guide" of sorts	
		Assist CST program review currently being carried out by faculty and staff.	No progress, though not for lack of effort.	
Fee McGeer - Chair of Health Science	1	Continue to develop Inter-Professional Education (IPE) in BCIT Health Sciences	Conducted first IDSC meeting. Recruited more members. Established goals of the committee.	Set rep meeting. Egg nog drinking contest/gingerbread house making event decided for post finals Friday in the pub
	3	Improve the reliability and credibility of nursing courses (including clinical and pharmacology)	Submitted student data to Associate Dean.	
	2	Improve underutilized space for students to study and socialize (including area next to SE12)	Complete.	
Justin Deddens - Chair of Transportation, Construction & Environment	2	Improve/upgrade the water fountains to water refill stations	Continuing work with Heyden and Will Crocker (Maintenance Manager, BCIT). We have received one report from Will and are now waiting for the full list.	Held BMC set rep meeting/ meeting with Associate Dean of BMC Thursday, Nov. 19. Addressed concerns about class scheduling before Christmas. Held AIC set rep meeting last Thursday, Nov. 26. Next Burnaby set rep meeting scheduled for Thursday, Dec. 3. I have discussed, with all BCIT staff in the respective schools/campuses under my portfolio, my hopes for having an effective succession in my possession by introducing to them, the newly elected chair (in 2016) to facilitate their acquaintance prior to the beginning of the school year in September.
	2	Improve the waste/recycling program at BCIT	No progress	
	1	Create ways to engage the Trades and Transportation students with the SA	Continuing to work with BCIT staff to facilitate times to interact with their students. BCITSA marketing is working on posters. Have begun planning a fitness challenge event with Hannah (Health & Wellness)	
	1	Renaming credentials of Architectural Science program from "Bachelor of Tech." to "Bachelor of Architectural Science"	Application submitted and under review.	
Emilio Da Silva - Chair of Downtown Campus		Improve Relationships at Downtown Campus	Met with ISEP program head to discuss SA involvement	
		Improve International Experience at Downtown Campus	Have made recommendations on program changes for international students at BCIT, and heard what challenges are present from BCIT. Planning one international event next year.	
		Strengthen Bylaws relating to Downtown Campus to support more students downtown.	Have advised bylaw committee, marking as completed	
		Work with BCIT and SA bodies on external events	Next external event is Dec 18th.	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
		Advocate for BCIT facilities to make changes at Downtown Campus.	Waiting on BCIT for news about room 825	
Navin Vidyadharan - Chair of Aerospace Technology Campus		Solve the parking issue at the ATC	no update	Will be holding Movember Shaveoff event at the ATC on 30th November. Set rep meeting to be held on December 2nd.
		Improve recreation facilities at the ATC	got weighing scale for the gym, solved problem where students borrowed recreational equipment (like pool cues and ping pong paddles) from stores and did not return them leaving other students at a disadvantage, the ATC Contemplation space has been furnished (further additions may happen)	
		Introduce counseling services at the ATC	still being discussed	
		Promote Health and Hygiene Awareness on campus	put up posters in all the washrooms to promote healthier practises, will be printing out new posters for the cafeteria asking students to be more courteous and to clean up after themselves after their meals	
		Better networking between alumni and present students	COMPLETED!!	
Caroline Gagnon - Executive Director		Review network infrastructure and implement recommendations	After a rigorous selection process, a new ITS provider was selected to manage our IT network and infrastructure. Entering in the transition phase between new and old provider. This is the first phase in improving our policies and procedures.	
		Improve ways of promoting BCITSA and its services and operations	A new newsletter was created to promote the activities of the Career Activities. This electronic document will be provided to students who are registered in the Career Track system.	
		Build stronger connections to PTS students by offering and informing them about relevant services - Promote extended hours	Starting in January, the Career and Student Resource Centre will be open longer hours and on Saturday. These extended hours had stopped due to the renovations.	
		Increase student networking opportunities	Two tech industry days have been planned (January 18 at DTC and 25 in Burnaby). Both events are sold out for employers to attend. The next focus will be to develop the marketing to invite students. Further, during the week of February 1 to 4, 12 information session with 12 different employers are scheduled. All have been booked by employers.	
		Create two additional childcare programs	A proposal was sent to BCIT to start discussion about creating two child care programs. The proposed opening date is September 2018,.	

U-Pass BC Referendum

Background

Translink and the BC Ministry of Transportation have released the financial details surrounding the ongoing status of the U-Pass BC program. With the transition to Compass now complete, they have advised that changes to the Master Agreement will largely be related to removing obsolete language related to paper passes, Compass transition, etc. The primary change is one of cost, with a modest monthly increase of \$1.50 in the first year, and a further monthly increase of \$1.50 in the second year of the new agreement.

With the cost of the program increasing, BCITSA is required by law to hold a binding referendum to seek approval of the increased collection of student fees. For the benefit of comparison, the proposed increase in cost is lower than it was in the previous agreement, where the monthly cost increased by \$1.75 in each year of the agreement.

Based on the need to satisfy both BCIT and Translink, the referendum question below is based on previous U-Pass referendum questions used by BCITSA, and has been pre-approved by Translink and BCIT.

MOTION:

Be it resolved that BCITSA sends the following question to referendum during the voting period of January 18th to 22nd, 2016:

Question:

The Student Association of the British Columbia Institute of Technology (BCIT) currently collects \$38 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: \$39.50 per month from May 1, 2016 to April 30, 2017; and \$41.00 per month from May 1, 2017 to April 30, 2018. Are you in favour of the Student Association of BCIT collecting the U-Pass BC fees stated above from all eligible students?

Choices

Yes, renew the U-Pass BC program

Or

No, do not renew the U-Pass BC program beyond April 30, 2016