



Student
Association

enhancing student life

Council Meeting Agenda

Monday, March 21st, 2016

5:30 – 8:30pm

- 15.1 Meeting called to order
- 15.2 Acceptance of the Agenda
- 15.3 Acceptance of Minutes: February 15th, 2016
- 15.4 Progress Reports
- 15.5 New Business
 - 15.5.1 IT Upgrades
 - 15.5.2 Volunteers for Printing System Demo
- 15.6 Question Period
- 15.7 Councillor's Forum
- 15.8 Next Meeting: Monday, April 4th @ 5:30 pm
- 15.9 Meeting Adjournment

Council Meeting
Monday, March 21st, 2016
Minutes

Executives: Dylan Smith, President
Shubhi Singh, VP External Affairs
Heyden Vargas, VP Student Affairs
Justin Deddens, Transportation, Construction & the Environment Chair
Jessica Graham, VP Finance and Administration
Jamie Haakons, Energy Chair
Josephine McGeer, Health Sciences Chair
Navin Vidyadharan, ATC Chair

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

Councillors:

Bryn Beaudry	Minwoo Lee
Stuart Budd	Tyrone Lengert
John De Vera	Trevor Matthews
Kayla Di Bauda	Matthew May
Megan Euverman	Farid Mohammadi Ahwazi
Reza Filsoof	Jessica Myroon
Inderpreet Gill	Dean Tamboline
Josephine Grant	Sarah Thomasen
Justin Guggenheimer	Princess Valenzuela
Michael Hui	Marc Vouve
Morgan Latremouille	Daniel Yen
Jordan Leask	

Absent: Mikaela Blumke Sarah Mulford
Angela (Gee En) Kim Jessica Ngo
Henry Lo
Nav Bhatti, Computing & Academic Studies Chair
Emilio Da Silva, DTC Chair
Meghan Fisher, Business Chair
Bradley Lindsay, VP Campus Life

Guest:

15.1 Meeting Called to Order

The Chairperson, Dylan Smith, calls the meeting to order at 17:46. (30 voting members, including Chair)

15.2 Acceptance of the Agenda

It was moved that the agenda be accepted as distributed.

Moved by: Matthew May

Seconded by: Dean Tamboline

30/0/1 Carried

15.3 Acceptance of Minutes: February 29th, 2016

Be it resolved that the Council Meeting Minutes from February 29th, 2016 be accepted as distributed.

Moved by: Justin Deddens

Seconded by: Matthew May

30/0/1 Carried

Be it resolved that the Special General Meeting Minutes from February 29th, 2016 be accepted as distributed.

Moved by: Justin Deddens

Seconded by: Jamie Haakons

30/0/1 Carried

15.4 Progress Reports

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

- Absent.

Emilio Da Silva (Chair – Downtown Campus)

- Absent.

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

- As submitted.

Meghan Fisher (Chair - School of Business)

- Absent

Caroline Gagnon (Executive Director)

- Absent.

Jessica Graham (VP Finance and Administration)

- As submitted.
- Boat Cruise tickets will go on sale Wednesday, 2016-03-30. The event is Friday, 2016-05-27 from 19:00 to 22:00.

- The theme will be James Bond.

Jamie Haakons (Chair - School of Energy)

- As submitted.

Bradley Lindsay (VP Campus Life)

- Absent.

Josephine McGeer (Chair - School of Health)

- As submitted.

Shubhi Singh (VP External Affairs)

- As submitted.
- Ministers were impressed that the different schools came together to lobby.
- Minister Wilkinson (Advanced Education) let us know that one of our asks is already being worked on.
- Ran into Premier Christy Clark, and gave her our advocacy document.
- Will be working with her office to work on sexual assault issues in regards to post-secondary campuses.
- For the Upass vote for part-time students as of this morning, it had 485 votes. Would like to see at least a 1000.

Dylan Smith (President)

- As submitted.

Navin Vidyadharan (Chair - Aerospace Technology Campus)

- As submitted.

15.5 New Business

15.5.1 IT Upgrades

- As per bylaw 15-2B, it gives the Executives the authority to authorize capital expenditures over \$5,000, as long as it is reported to Council.
- Roland, the BCITSA Controller, brought forward a proposal to upgrade our servers and network with new hardware.
- The Board has made the decision to go forward with the proposal and spend the money, because it is a time-sensitive issue. Current hardware is several years out of warranty and there is concern if it breaks down, there could be significant consequences. Would also like the change up and running before the administration offices move to SE41 while SE2 third floor is being renovated.
- Both Nav and Emilio scrutinized the proposal from a technical perspective and gave their go-ahead.
- Historically, we have been spending about \$15,000 a year on the servers. With this upfront cost, we won't spend anything on it for the next 5 years.

Discussion:

- This is part of a larger IT plan, which includes new software purchases. So needs to have the right hardware in place to support that.

15.5.2 Volunteers for Printing System Demonstration

- The cash-card system currently being used for printing is antiquated.
- Are looking at an option that should make it easier and more efficient for students to print. Uses email and an app.
- Would like some Council members to attend a demonstration to see whether the solution under consideration would be a good fit for BCIT students.
- Demonstration is next Wednesday (2016-03-30) from 15:00 to 16:00.
- Council volunteers: Tyrone Lengert, Trevor Matthews, and Matthew May.

15.6 Question Period

- Can more information about the IT upgrade be shared? Yes.
- For Shubhi: Who else went from the SA to Victoria? Heyden and Sameer Ismail, our Government Relations Strategist.
- For Shubhi: Was the eBlast content regarding the part-time studies Upass vote only sent to part-time students? Yes.
- Was there a cheaper option for the server upgrade? No. It is quite economical as it is. The price also includes a large clean up and new software.

15.7 Councillor Forum

- For Councillors: Jamie has rounded up support for shutting down labs overnight for most of the School of Energy. Please send any contact information to Jamie of those lab instructors in your programs that would be interested in doing the same thing. Email Jamie at chairenergy@bcitsa.ca.

15.8 Next Council Meeting: Monday, April 4th, 2016

Next Council Meeting is scheduled for Monday, April 4th, 2016 at 17:30 in Council Chambers.

15.9 Meeting Adjournment

It was moved by Stuart Budd and seconded by Morgan Latremouille that the meeting be adjourned.

18:09 **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	Ongoing	Had a very successful TEDxBCIT event. The event was very well attended and received great feedback from many involved. Attended a Board of Governors and EdCo Meeting. Met with CIO to discuss technology changes. Had a relaxing spring break
	4	Bring car-sharing programs to BCIT. This objective is a carry forward from last year.	Complete	
	2	Reform elections process to ensure more fair and impartial elections in the future	Complete	
	3	Work to strengthen relations between BCITSA and BCIT Admin & Governance	Ongoing	
Jessica Graham - VP of Finance & Administration		Promote Importance of School Involvement, Boost School Spirit.	Ongoing	See Objective status updates.
		Organize a fun and interactive charity/fundraising event	Boat Cruise 2016 - In progress	
		Promote Financial Management Program- BCIT School of Business	Pending Approval from JDC West BOD for competition in 2017	
Heyden Vargas - Vice President Student Affairs		Explore the possible replacement of outdated water fountains with water refill stations.	My contact person, Will Crocker, is on vacation, so this is on hold for the time being until he is back next week.	Shubhi and I went to Victoria to advocate for students needs and wants with MLAs and Ministers. The agenda was filled with meetings until Thursday. I had to leave Tuesday night to attend a decision review board and EdCo meeting on Wednesday. The decision review board was cancelled due to a party involved stepping down.
		Create a yearly, SA-run survey on what services to improve to benefit students.	No Progress	
		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.)	Completed	
Bradley Lindsay - VP of Campus Life		Deliver tours to new and returning students on Orientation Day.	Completed	Clubs funding data for the past two years has been compiled and prepared for analysis, to determine the validity of increasing the amount allocated for club funds moving forward. Fair trade committee met and established objectives to move forward with. reading break is going well for me and i hope it is for all of you as well.
		FroshFest 2015	Completed/Cancelled	
		End of the Year Party	Transferred	
		Rec Services	Data from the Rec Services Survey was transferred to the Rec Services department in order to utilize the results.	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
Shubhi Singh - VP of External	1	Extend U-Pass to Part Time Students	Ongoing. Petition had 432 signatures as of last monday. Trying to promote it at much as possible.	Will be scheduling another email blast to send out the petition link to PTS students. Did an interview with BCIT Radio to promote it further. Spent spring break meeting with MLAs in Victoria- had productive conversations surrounding capital projects, student housing, completion grants, and sexual assault policies. Recieved positive feedback from the other participating schools- UFV and Camosun College. Will be working with the Alumni Association to help strengthen their mentorship program.
	3	Establish and maintain good relations with the BCGEU	Ongoing.	
	2	Advocate for the needs of Trades students	Ongoing. Advocated for loan reduction programs, grants, and infrastructure for trades students at the Legislative Assembly of BC.	
Meghan Fisher - Chair of Business		Strengthen the School of Business relationships with industry associations		Update to Council
		Improve communication flow from the SA to the students in the School of Business		
		BCITSA End of the Year Boat Cruise - Planning		
		JDC West - Planning		
Jamie Haakons - Chair of Energy	1	Work towards the creation of the School of Engineering at BCIT	BCIT contact is still on vacation - update soon	SW9 washroom issue rectified - the upgrades are well appreciated. QPR certificates returned to set reps.
	2	Save energy at BCIT	Set reps continuing to provide instructor contacts. Most instructors are glad to take on the extra work of afternoon shutdowns of equipment that is not used for the evening	
	3	Make BCIT's Sustainability Committee actionable	Postponed indefinitely	
Nav Bhatti - Chair of Computing & Academics		Organize and Hold 2nd Annual Canadian Undergraduate Computer Science Conference		Update to Council
		Increase Computer Science Technology (CST) social awareness and networking opportunities through LAN parties/game jams/other events		

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
		Assist CST program review currently being carried out by faculty and staff.		
Fee McGeer - Chair of Health Science	1	Continue to develop Inter-Professional Education (IPE) in BCIT Health Sciences	2 confirmed speakers for april	set rep meeting held. considerable interest in future chair positions.
	2	Promote campus life at BCIT through events (both professional and casual)	sun run sign up complete. room booked dtc	
Justin Deddens - Chair of Transportation, Construction & Environment	2	Improve/upgrade the water fountains to water refill stations	On Hold - See Heyden's comments	Set rep meeting held this month included QPR training. BMC and AIC set rep meetings scheduled for this coming week.
	1	Improve the waste/recycling program at BCIT	Held Zero Waste event to raise awareness. Facilities staff attended - will follow up with them regarding student's requests for more recycling/composting options.	
	3	Create ways to engage the Trades and Transportation students with the SA	No progress	
	-	Renaming credentials of Architectural Science program from "Bachelor of Tech." to "Bachelor of Architectural Science"	Complete. Name is officially changed.	
Emilio Da Silva - Chair of Downtown Campus		Improve Relationships at Downtown Campus	Communication between program heads and my position relating to student concerns is improving	I have actively been advocating for FT students to join the BCIT China field school this summer. Our marketing department has been especially helpful. I have an external event on March 19th. Otherwise looking forward to seeing my position move into ints new phase.
		Improve International Experience at Downtown Campus	Holding international event on the 19th. Promoted BCIT China Field school to all DTC students who qualify	
		Strengthen Bylaws relating to Downtown Campus to support more students downtown.	Completed	
		Work with BCIT and SA bodies on external events	External event on March 19th. Looking for additional industry events Until end of term	
		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	As of now, parking fares are stable. No progress.	Wright Brothers Flying Extravaganza has been postponed until further notice. Held Set Rep Meeting on the 9th of March. Will be one of the students to represent BCIT at the YVR Luncheon
		Improve recreation facilities at the ATC	No progress(Completed?)	

Name & Position	Relative Priority	Objective Description	Objective Status	Position Update
		Introduce counseling services at the ATC	No progress.	
		Promote Health and Hygiene Awareness on campus	Completed.	
		Better networking between alumni and present students	Completed.	
Caroline Gagnon - Executive Director		BCIT Learning and Teaching Committee	Provide students with access to jobs: For the first time, an Industry Day was organized on March 9 specifically for Engineering, Trades and Technical Studies.	
		Create two additional childcare programs	Budget and Strategic Plan: Completed the first draft of the 2016-2017 Strategic Plan and Budgets. They will be presented to Council on April 18th for approval on May 2nd.	
		Based on the ITS strategic Plan, implement new technologies required for staff to better conduct business	Improve community with staff Finalized the BCITSA staff handbook, which was distributed to all this past week. The goal is to provide staff with a synopsis of the employee policy manual.	
		Develop external relations strategies	Ensure that all stakeholders are well-informed of services and events: A survey is being conducted this month to see the level of satisfaction and knowledge of the Career Services offered by the SA. The results will be used to plan this upcoming year and improve our communication processes.	
		Creation of more effective and regular mental health awareness initiative	Improve community with staff: Finalized the BCITSA staff handbook, which was distributed to all this past week. The goal is to provide staff with a synopsis of the employee policy manual.	