



enhancing student life

Council Meeting Agenda
Monday October 31st, 2016
5:30pm - 8:30pm

- 7.1 Call to Order
- 7.2 Acceptance of the Agenda
- 7.3 Acceptance of Meeting Minutes: October 17th 2016
- 7.4 Progress Reports
- 7.5 JDC West Funding Request - *Colin L. & Nitasha N.*

Suggested Motion: *Be it resolved that BCITSA award the BCIT JDC West team \$4500 to financially support student involvement at JDC West.*
- 7.6 New Student Centre - *Caroline G.*

Suggested Motion: *Be it resolved that BCITSA supports the advancement in concept of a new Student Centre led by the Student Space Committee.*
- 7.7 Conversation Café Discussion - *Matthew M.*
- 7.8 Question Period
- 7.9 Reminders
 - 7.9.1 Council Mingler - Monday November 7th @ 5:30pm
 - 7.9.2 Next Council Meeting - Monday November 14th @ 5:30pm
 - Councillor headshots
 - 7.9.3 Annual General Meeting - Monday November 28th @ 5:30pm
- 7.10 Meeting Adjournment

Council Meeting
Monday, October 31st, 2016
Minutes

- Executives:** Matthew May - President
 Jessica Graham - VP Finance and Administration
 Saf Dewji - VP External Affairs
 Jae Lee - VP Campus Life
 Dominic Terrado – VP Student Affairs
 Kayla Di Bauda – Chair, School of Health Sciences
 Inder Gill – Chair, School of Business
 Justin Prasad – Chair, Schools of Transportation, Construction & the Environment
 Tyson Sangha – Chair, Aerospace Technology Campus
 Dean Tamboline – Chair, School of Energy
- Staff:** Caroline Gagnon, Executive Director
 Darla Williscroft, Administrative Coordinator
- Councillors:**
- | | |
|-----------------------|--------------------------|
| Maryam Baghalha | Silvia Lee |
| Daniel Baranowski | Jonathan Martel-Trombley |
| Luiza Cabadas | Stephanie Mulder |
| David-Alexander Dabic | Adbiel Tabaco |
| Dimitri Dimitrov | Blake Tamboline |
| Megan Euverman | Alex Tian |
| Jamal Hezit | Meghan Tius |
| Mary Hillis | Matt Vickars |
| Alice Ho | Henry Vo |
- Regrets:** Justin Hamilton – Annacis Island Campus
 Philip Romanov – Marine Campus
 Emilio Da Silva – Downtown Campus
 Nav Bhatti – Chair, School of Computing & Academic Studies
- Absent:** Vasiliy Baryshnikov
 Ankit Dharmi
 Michael Hui
 Boris Jovic
 Angela Kim
 Moshtagh Mohammadi
 Tallon O’Neill
 Sean Peterson
 Artti Prasad
 Sophia Romero
- Guests:** Colin Li – BCIT JDC West
 Tim den Engelsen – BCIT JDC West

7.1 Meeting Called to Order

The Chairperson, Jessica, calls the meeting to order at 17:51 (26 voting members, including Chair).

7.2 Acceptance of the Agenda

It was moved that the agenda be accepted as distributed.

Moved by: Tyson Sangha

Seconded by: Dominic Terrado

26/0/0 Carried

17:53 Council member joins.

7.3 Acceptance of Meeting Minutes

Be it resolved that the Council Meeting Minutes from 2016-10-17 be accepted as distributed.

Moved by: Luiza Cabadas

Seconded by: Jamal Hezit

27/0/0 Carried

7.4 Progress Reports

Emilio Da Silva (Downtown Campus Satellite Councillor)

- Absent.

Matthew May (President)

- As submitted.
- Thank you Matt and Jamal for attending Open Access event.

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

- Absent.

Inder Gill (Chair - School of Business)

- As submitted.

Jessica Graham (VP - Finance & Administration)

- As submitted.

Dominic Terrado (VP - Student Affairs)

- As submitted.

Kayla Di Bauda (Chair - School of Health)

- As submitted.

Saf Dewji (VP External Affairs)

- As submitted.

Caroline Gagnon (Executive Director)

- As submitted.
- Friday 2016-12-02 is the official end of third floor renovations and offices will be open.

Tyson Sangha (Chair - Aerospace Technology Campus)

- As submitted.

Jae Lee (VP Campus Life)

- As submitted.

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

- As submitted.

Dean Tamboline (Chair - School of Energy)

- As submitted.
- Spent Saturday at Engineering Competition, 50 students attended. Well embraced.

Justin Hamilton (AIC Satellite Councillor)

- Absent.

Philip Romanov (BMC Satellite Councillor)

- Absent.

17:55 two Council members join.

7.5 JDC West Funding Request

- Tim and Colin from BCIT JDC West present.
- See attached slides.

Questions:

- What is JDC West? It is a business case competition where school teams work to present a solution to a business case problem presented to them. There are social challenges, an athletic portion and a debate; points are tallied during the competitions.
- Have you secured funding from external sponsors? School of Business will match dollar-for-dollar, up to \$15,000, any funding that they acquire.
- How would JDC West benefit the SA? At UNBC this is a school-wide event which added to the campus energy. BCIT JDC West is a club which can attract students. Entrepreneurial Services has come to BCIT JDC West events.

- Do you have a fallback plan? We will continue to fundraise as much as possible, if there is extra money generated it will continue on to next year. Other schools typically recruit teams in February, whereas our team was created in September. This has given us only a few months to fundraise.
- If we agree, would this set a precedent for other competition funding? This is a better question for Council discussion.
- I have been a part of WEC, the engineering equivalent of this competition. Our BCIT team did very well. Would this be available to only business students? Yes, but you only need to take one business class to qualify.
- How much have you raised already? \$10,000 including BCIT matching half.
- What happens if you do not make your funding goal? We will do anything to fundraise. Will pay out of pocket and reach out to our industry coaches.
- Will this continue next year? We will roll with the momentum as soon as we return. It will be easier next year once we are established.
- The team is paying for their portion of the trip through fundraising.
- Does your budget include observers? No, they will have to pay or fundraise their way there.

Discussion:

- Can we give more or less money than what is requested? Whoever makes the motion can insert a dollar value. People can amend the dollar value attached to the motion.
- Where in the budget would this money come from? The reason this has to come to Council is because it is not budgeted.
- They will have access to Club funding, like all other clubs. There is \$25,000 that budgeted for club events, to be decided on and distributed by the Clubs Event Funding Committee. If this were to not come from Clubs Event Funding Committee, there is \$2,500 budgeted for Executives to distribute as they will.
 - Have they applied for event funding? They were already allocated \$1,800 which went to events they hosted for fundraising.
 - \$15,000 available for School of Business club competitions will be allocated out soon.
 - (N.B. Amy Smith, Clubs Coordinator, has clarified that the School of Business club competition funding is not available from the SA this year. School of Business clubs are to speak directly with the School of Business for this.)
- They have until 2016-11-20 to get their funding in place. It would be wise to find out where this money is coming from in the budget. Suggest motion to find where funding is coming from before committing to dollar amount.

Motion:

Be it resolved that Agenda item 7.5 be tabled until 2016-11-14.

Moved by: Jamal Hezit

Seconded by: Alice Ho

19/5/3 Carried

18:33 two Council members left.

7.6 New Student Centre

- Refer to briefing notes.
- Student Space Committee has discussed and would like to move forward with having a new student space built on campus. Need consultant to come study feasibility; normal process. This motion will allow Committee to hire a consulting firm. Usually Council does not vote on these matters. If this were to move forward after the consultation, we are talking about creating a new building on campus – \$20 million, maybe. This will transfer into a tax to students; this in essence is what a referendum is. Due to the potential referendum, this is why the Committee would like Council input.
- A consultant can cost up to \$20-80 thousand, which has already been allocated for in budgets.
- Current student space is already at capacity – this space we created is almost too successful. The new potential building will bring student and food services, 24/7 in the new facility. Based on reports from Executives from last year, there are always complaints about not enough space for students. Nothing has been built on campus since SW1.

Discussion:

- How long do consultations last? Normally 1 to 5 years; we are looking at 3 months. A part of the study is to see how long this process will take. Any major campus changes by BCIT will be known of during this time period. It is likely a new Health Sciences building will be announced in January. Not aware of any student spaces being added with this building. BCIT President likes our plan and encourages it to come to the Board. The government will fund educational spaces, but anything else, like food services, will not be funded.
- Is it going to be a multi-use building, like with student housing? Would this be more attractive to BCIT for funding? There are talks about hybrid buildings, like top floor residential, bottom commercial. The purpose here is to focus on the need for student space, like how much square footage would be necessary, open

spaces, etc. After this study it will go to conceptual designs where they take space requirements and draft a plan.

- To my understanding, there was a recent survey on campus which showcased a need for student spaces. This study would take a look at all associated materials like previous survey data. Based on results that we have seen, that is what students want.
- Student Centre would be open 24/7, can we have 24/7 food as well? Council would be a part of the focus group. This needs to be public for all input and to determine scope of work.
- The scope of this is much larger than what the Student Space Committee can handle; they need the full voice of Council.

Motion:

Be it resolved that BCITSA supports the advancement in concept of a new Student Centre led by the Student Space Committee.

Moved by: Justin Prasad

Seconded by: Alex Tian

22/1/3 Carried

*Chair voted on this Motion.

18:47 Council member left, quorum lost. Executive meeting follows.

7.7 Conversation Café Discussion

Discussion:

- Academic plan for institution. This will affect learning and teaching: what teachers do and how students learn. It will consider online and offline learning and best practices. There were multiple consultations last year. There are 5 different types of ways students communicate with instructors, depending on program. With this new framework, they are looking for student input. The more student input there is, the better reflected our opinions will be in the plan.
- Is it the teacher's right to choose what platform they can use, or do they have the freedom to choose? They can do whatever they want, but it is not beneficial for students – it is confusing and unclear. Nothing to protect students and their learning. This Café discussion will hopefully help to standardize.
- Nothing in BCIT policies about this. Instructors will choose depending on their preference. This may spur a policy, if not campus wide, at least program wide.
- BCIT doesn't have a policy, but the departments have their own.
- Do we know who will be attending? Potentially Tom Roemer and Bill Dow. James Rout, the new Library Director, will likely be at all. This is all facilitated by BCIT, no

SA involvement. There is a date on the weekend as well - they are trying to be as accommodating as possible.

7.8 Question Period

- Thank you to everyone for showing up tonight.

7.9 Reminders

7.9.1 Council Mingler – Monday 2016-11-07 at 17:30

- Free drink, 40% discount on food. Mingle and meet fellow Councillors.

7.9.2 Next Council Meeting – Monday 2016-11-14 at 17:30

- Councillor headshots will be at start of session.

7.9.3 Annual General Meeting – Monday 2016-11-28 at 17:30

- Open to any students, please bring friends. Budget will approved; annual report; By-law changes to keep current with legislation. Summary sheet will follow. Meeting will be approximately 1-1.5 hours. Short Council meeting will follow. Will confirm if Councillors get paid for two meetings.
 - (N.B. Councillors will be paid once as it is a recess during the meeting rather than two separate sessions.)
- Any BCIT student can vote at the AGM. Food will be provided.

Meeting ended at 19:06.

BCITSA 2016/2017 Executive Objectives Update - October 31st

Name	Position	Position Update	#	Objectives	Objectives Update	Objectives Next Steps	Optional - Other Notes
Matthew May	President	Met with a number of Executives to update on Objectives Attended Panel on Open Education	1	Increase Student Representation in all facets of BCIT/BCITSA decision making bodies	Scheduled a session for Campus Master Planning for the Council to be had at our next Council meeting, November 14th	Work to have students be as involved as possible in the campus planning process.	
			2	Improve communication and services to satellite campuses	Working with Student Services to implement a video conferencing system with a dedicated space on each campus. Had a meeting with Chris Rogerson to trouble shoot a possible joint effort	Waiting to hear back from Chris R about feasibility, then we will set up a larger meeting between BCIT and BCITSA staff.	
			3	Increase PTS involvement in all BCITSA boards + decisions	No substantial update	Investigating Definitions of PTS and FTS within BCIT and BCITSA to help clarify some discrepancies	
Jessica Graham	VP of Finance & Administration	Held first by - law meeting. Finance Meeting to take place next week.	1	Increase exposure for BCIT's School of Business	JDC West - Continue to prepare selected students to compete at competition in January. Continue to meet with industry connections for team support and sponsorship support.	Launch a crowdfunding platform, Purdy's campaign to help reach target.	
			2	Improve transparency of BCITSA's financial documentation	To be discussed at Finance Meeting Next week.	Create a one - page financial visual to bring to council.	
			3	Create and increase conference funding options for students and clubs	Waiting on Meeting with BCIT Executives to progress.	-	
Dominic Terrado	VP Student Affairs	Appointed BMC Councillor, Phillip Romanov	1	Establish a formal set-up and training for the Education Council and Board of Governors student representatives.	Met with EdCo chair, Jennifer Figner. Brainstormed ideas to increase student rep involvement in EdCo which includes: social mingler prior to meeting, assertiveness training with BCIT's counselling dept, Robert's Rules training, and possible EdCo report to Student council.	Will be discussing these ideas at the EdCo executive meeting. Will also discuss with Execs in the next Exec meeting on how we should incorporate an EdCo student rep report to council.	
			2	Increase awareness for student rights and advocacy	Spoke at two set-rep meetings (Kayla's and Justin's) to promote our SA student advocates.	Meeting with Gen and James tomorrow (Oct. 27) to create a social media plan to engage students.	
			3	Collaborate with the Vancouver/Burnaby Board of Trade to create on-campus events	Spoke with Tania and Craig, recommended having an Industry Connection day or Info Session for the Vancouver Board of Trade.	Talk to Board of Trade campus reps about recommendations made by Tania and Craig.	
Jae (Jisoo) Lee	VP Campus Life	Attended first meeting as part of Trina's "planning team" for the Year End Bash - Oct. 27th with Paz Salinas Meeting with Bryce Wiebly, International Student Retention Coordinator, to discuss campus life for international students - Nov. 4th	1	Change the current Rec. Service offerings for satellite campuses to better accommodate students.	Surveyed students at the AIC campus with a "Campus Life" survey - Oct. 27th with Andrea	Matthew May will facilitate scheduling a meeting between myself and Bill Dow with regards to the state of campus life for satellite	"Fentanyl Campaign" update: shared information to Brian Wiebe (Admissions Coordinator, Radio Arts & Entertainment Program) to relay to his students. Next steps are to continue compiling ideas that allow campaign content, material or tactics to be sustainable (long-term), in order to facilitate future awareness campaigns on campus.
			2	Provide a 2-way communication platform for BCIT students via social media.	Posted 6 campus life or student club promotional posts via Instagram account: bcitsocial Compiling food truck suggestions to send to BCIT's dining services as requested	Meeting with Gen to discuss collaborative tactics for social media on Nov. 8th Coordinating between Ian Lahey, Rec's Social Media Coordinator and Gen; Objective is to find opportunities of collaboration between the SA, my own, and the Rec's social media efforts.	
			3	Revise the Policies and Guidelines governing student clubs at BCIT	Identified need to segregate regulations to be applicable to either Club committee, Event Funding committee or both within "bylaw 10 - standing committee"	Coordinating with Matthew, Amy and Dom for meeting date.	
Saf Dewji	VP External	Attended Alumni Engagement Committee meeting. See below for details. Will be meeting with External Relations Committee on Thursday.	1	Design and create Sleep Pods for BCIT campuses	Received email thread from Tara and Tom Moore regarding update on sleep pod initiative. There have been 130 + sign-ups for the sleep pods in the library in 4 weeks with 'many' more people not actually signing up but using them. As a result, there has been a huge reduction in students sleeping on floors or couches. Met with Tom shortly after to propose a simpler design with no 'bells & whistles' as previously proposed. He was in favour and thought the idea has considerable merit. In addition, he suggested that we engage the Joinery / Steel Fab trades to build the structure once an appropriate rendering of the design is produced. Also met with James Rout to update him on proposed idea and enquired about potential placement for the structure.	Create draft of stacker sleep pod rendering.	
			2	Look into hosting the Western Engineering Competition (WEC) at BCIT	Verbal Report	Create organizing committee with defined roles/descriptions once draft has been made by Andrew (ESS President). Conclude/continue work on tentative schedule of events, proposal, and theme idea's. Will be chatting with Sarah Elder (Chair of WESST) to discuss bid process and other matters regarding hosting WEC. Meeting with new Dean & new SOE Dean - Forrest Tittle next week to discuss the	
			3	Further advocate for improved water fountains on all BCIT campuses	Included Abby (External Affairs Committee member - Deferred Maintenance) in Water Fountains folder on Google Drive. Darla had informed me that the 2013 Chair of Health Sciences had WF's as an objective and will be conducting further research to indicate which other exec's had the same. Created doc with questions to ask faciiltes about plans regarding WF's and started proposal. Also created spreadsheet for optimal upgrades (item/cost/features/etc.)	Andrea will be uploading images of WF's at BMC as the remaining satellite campus. Justin P and I will be taking pictures of the north / south ends of Burnaby campus to have complete idea of fountain situation at all campuses. Will be creating draft of email that will go to facilities once doc with questions is sufficient. All members to update 'optimal upgrades' sheet. I will be enquiring with Caroline about a labour quote for installation once I have sufficient details.	
Inder Gill	Chair of Business	Met with Robyn to discuss the policy objective and started planning my next Set Rep meeting by reaching out to potential guests.	1	Advocate for a final exam review policy at BCIT	Met with Robyn and discovered that a policy is already in place that requires instructors to disclose final exams to students upon request, however there are areas we can improve.	Review policy to see if it can be changed to be more precise and see if instructors can be held accountable - also promote Advocacy and policy to students.	
			2	Research the possibility of a commerce society at BCIT and what it would look like	No change	Research relevant legislation around societies on Post Secondary campuses - reach out to Sameer for guidance with this.	
			3	Review the Set Rep program with student feedback and add more value	Contacted the Chairs to see if we can create a committee focused on improving the Set Rep program. Focus on bringing together the various school and uncover there needs and see where the program can be improved and how it can be changed. Still waiting to hear from a few of the Chairs.	Bring up the topic of the committee at the next Set Rep meeting and present to other school or have chairs discuss with their Set Reps.	
Dean Tamboline	Chair of Energy	I chaired first Set Rep meeting on Oct 19th and it was a success. There was a high turnout and a lot of engagement from the Set Reps. The first meeting with the new Dean, Forrest Tittle went very well. During the meeting, I informed Forrest about the structure of the SA and the services offered. I also helped him understand the	1	Continue to the push to rename the School of Energy to the School of Engineering.	I presented this objective to Forrest and he agreed the name is a poor description of the students within the School but was also very cautious about agreeing to anything.	I am going to allow Forrest a couple weeks to digest this objective and formulate his own opinion before I go back to him.	
			2	Create opportunities for interaction between students of different programs through courses such as Liberal Studies	I also presented this objective to Forrest and he agreed it should be something to be looked into further. I have also been approaching students in a variety of programs to get their thoughts on sharing courses with other programs. Everyone I have spoken with has been in agreement this change would be beneficial for everyone.	Meet with certain Program Heads and Associate Deans within the School of Energy and discuss the next course of action.	I have been meeting with Saf and a few other key individuals to help with his objective of WEC. I have also coordinated a meeting with him, Forrest and myself specifically for this

		concept of 'Sets' utilized by many programs and described the Set Rep program. I also invited Forrest to attend any Set Rep meeting he can. I am also finishing up the plans for the next Set Rep.	3	Get students involved with improving Career Services by providing feedback and suggestions.	During my Set Rep meeting, I tasked everyone with talking to their Set about Career Track and to encourage everyone to sign up, free of charge! Craig Woods and I have started to track the number of students that are registered for Career Track and also have a Set Rep. This will allow us to analyze how effective the outreach is through the Set Rep program for Career Services.	Continue to push the Set Reps to encourage registration on Career Track and monitor the results. I will also be asking them to provide their current thoughts on Career Services and see if they have any feedback.	objective.
Nav Bhatti	Chair of Computing & Academic Studies	NA	1	Negotiate with BCIT for an SA-funded student space	See briefing notes.		
			2	Streamline Chair transitions and the Chair SoCAS role. Encourage higher Set-Rep participation	Minimal progress due to midterms and such.	Will discuss with Set Reps at our meeting next Thursday	
			3	A "community" objective as chosen by my Set-Reps.	Will discuss with Set Reps at our meeting next Thursday	Will discuss with Set Reps at our meeting next Thursday	
Kayla Di Bauda	Chair of Health Science	Hosted 2nd SOHS SR meeting, made a decision with SRs to pursue IDC case rounds, rather than IDC conference.	1	Continue to strengthen Inter-Professional collaboration in BCIT Health Science	Rescheduled Oct. 24th power hour to Nov. 28th, to allow greater time to market event. First upcoming power hour on Nov. 8th, will be sending an email to L5 nursing students, as well as program heads to disperse information to students. Connie will email SOHS faculty. Had a phone meeting with Kelly Third, has agreed to give power hour on healthy dying in Feb (date TBA). Emailed all power hour speakers consent form to use picture/bio on IPE website. Connie spoke to Bernice (Dean of SOHS) regarding Jan. 23rd power hour with Brett Finlay. Bernice has suggested to additionally host VCH/FH infection control with Brett's session on microbes + human health & host in the great hall to host a greater number of students. Connie is currently looking into booking the great hall to host.	Email L5 nursing students, SRs + program heads with information regarding power hour sessions. Follow up with Julie regarding progress on IPE website. Follow up with speakers with regards to consent forms.	
			2	Organize and hold an Inter-Professionalism conference at BCIT	Proposed the idea of an IDC conference or IDC case rounds to SOHS SRs. The group came to a consensus that they wanted an evening with inter-disciplinary case rounds. The case scenario will be broad and reach out to many disciplines in SOHS. The scenario will facilitate an understanding into how other health care professionals prioritize tasks and work together as a team in stressful situations. The location will be in the simulation lab. Projected date: mid-late	Research similar case rounds at local universities. Will arrange a meeting with Connie Evans & Stefanie Pletscher (SOHS SR) to discuss ideas and formulate case study for upcoming IDC case rounds.	
			3	Create a strong community of health & wellness	Meet with Hannah (H+W coordinator) to develop a new student outreach initiative, namely SWAT (Student Wellness Ambassador Team). Our mission is to work effectively in student outreach teams to help raise awareness about wellness issues and promote resources available on campus. We are currently recruiting for 8-10 students to become a wellness ambassador by November 14th. To help recruit student ambassadors, I have emailed Nav, Dean, Inder & Justin to share this outreach program with their SRs. This was also addressed at my Oct. 24th SR meeting, 5+ students in SOHS were interested in becoming involved. No update regarding jack.org, scheduled to hear back by Nov. 14th regarding acceptance into	Send SWAT document to my SRs outlining the roles/responsibilities, skills/abilities and commitment for becoming a student ambassador. Attend Dean's SR meeting on Nov. 3rd to discuss with School of Energy students. Follow up with other Chairs to see if I can attend upcoming SR meeting, or if they can send document to students.	
Justin Prasad	Chair of Transportation, Construction & Environment	Hosted First Set Rep Meeting. Presentation from Student Advocacy, Career Services, Set Rep Training. Also talked about the Library Design Contest, Student Space Committee, and Smoking issues on campus. Started meeting with "Kahoot!" game which was very well received. I recommend other Chairs try using this at the beginning of the meeting to get people engaged and pass along small tips of information to those who do not know certain things about BCIT.	1	Collaborative approach in strategically implementing new water bottle refill stations located across the Burnaby BCIT Campus	Moving forward with gathering information about water bottle refill stations on the Burnaby Campus. Working with Caroline to bring the issue to upcoming Joint Executive Meeting. Looking at potential campus surveys as well as feedback from Set Reps.	Research Water Fountain stations as well as finding high traffic locations where new stations can be implemented/replaced. Create priority list as well as cost analysis to bring to the Joint Executive Meeting (November 28th) and then follow up in January.	
			2	Introduce Set Representatives from the trades programs - Discuss with Chief Instructors and Deans about getting students involved from the more concentrated programs	Had first Set Rep meeting, which included 1 Student from SoT. We had a discussion before the meeting to talk about how to approach the School of Transportation and ideas on how to get them engaged with BCITSA.	Get in touch with Chief Instructors about their opinions and ideas on how to approach the Trades students and figure out a different system that would work for them.	
			3	Improve overall marketing outreach and student engagement from students within School of Transportation, Construction & The Environment at BCITSA sponsored/hosted events.	Discussed outreach strategies and how Set Reps can engage their classmates and passing along information through the Set Rep system.	Continue to study new trends through social media, and discuss with SA marketing team new ideas on how to tackle outreach limitations set by social media websites. Coordinate with different SA services about Set Rep Meeting schedule so we can promote events during the Set Rep meetings.	
			4	Introduce a design competition to design students in collaboration with the Dean for School of Construction & The Environment, Wayne Hands. Possibility of design competition where winning project actually gets built on campus	Proposal drafted by Matthew May, reviewed by myself, sent off to James Rout/Mei Young about getting the Library Design Competition moving forward with appropriate time line and structure in getting a committee built to help administer the contest process.	Continue to study the library space and begin creating the templates and CAD files for students to use as reference for the design space. Continue conversation with students, faculty, and Set Reps about the design competition to build more interest when competition beings.	
Tyson Sangha	Chair of Aerospace Technology Campus	Confirmed new times for Set Rep meetings to fit their needs. With the help of Darla, all new meeting times were booked and training sessions were rearranged.	1	Improve health and wellness at ATC by resolving the current smoking issue.	Relooked the smoking issue with Matthew and have contacted Glen to get an update. Glen will be meeting with our AD for a campus tour and discussions to see what would work best.	Have Glen take a tour of the campus and hopefully agree upon a solution involving education, and enforcement on BCIT smoking policies.	
			2	Improve the communication and presence of BCITSA at ATC.	A newly updated Set Rep list was made, along with an updated attendance sheet and Set Rep contact sheet, in order to keep students up to date with events, and opportunities for work/volunteer.	Keep Set Reps updated, and to make note of new incoming Set Reps and outgoing Set Reps. I would also like to work on a way to inform students why they have a Chair and what they can come to	
			3	Improve student experience by hosting more events at ATC.	As Submitted.	To plan and coordinate a Christmas themed event before school closes in December as in a Ginger bread house building competition. Will be working with Andrea S. and Trina to see what resources I can use/ or what other event ideas may be attractive	

BCITSA 2016/2017 Reports From Other Student Leaders & Staff

Name	Role / Title	Report	Optional - Other Notes
Caroline Gagnon	BCITSA Executive Director	Create two additional childcare programs	BCIT Board of Governors approved our request to lease SE41 for the expansion of two new childcare programs. 37 spaces will be added to our existing 25 childcare spaces. Once the lease is finalized, construction process will start.
		Expand services to include a focus on international student needs	A workshop on the topic of Canadian employment "Working Canadian Style" was offered to international students. 18 students attended. The session was offered at the library. This is the first time that the library opened its doors to SA for programming purposes. This new collaboration could be very advantageous to students.
		Develop additional informal student spaces on all campuses	For the past years, SA has been trying to address the issue surrounding the lack of informal study space. The SA approached the different BCIT departments to see how this could be realized. A motion is presented to Council to try to tackle this issue.
Emilio Da Silva	DTC Satellite Councillor	Ran an internal event on Saturday the 22nd with the Coniucius Institute. Was very well attended. Will be supporting additional event November 19th. My Councillor and I will be going with several School of Computing students to a hiring event on Thursday the 27th. In addition, I have a short event on Friday the 28th I must attend at Burnaby relating to the field school the BCITSA supported in the summer. After Friday the 28th, I will be taking some	
Philip Romanov	BMC Satellite Councillor	Attended training session with Darla. Looking forward to meeting you all at my first Council meeting on Monday.	

Justin Hamilton	AIC Satellite Councillor	Look into a work experience program for foundation students	
Tallon O'Neill	Aboriginal Student Councillor	Aboriginal Circle is not meeting until November 4th, will update at that time	
Vasily Baryshnikov	International Student Councillor		
Megan Euverman	Residence Student Councillor	Residence-wide bowling event held on Oct 22/16. Pumpkin-carving Halloween event planned for Oct 31/16 and organized by the residence life advisors (RLAs).	
BCITSA 2016/2017 Reports From Committees/Boards			
Committee	Report by	Report	Optional - Other Notes
Finance	Jessica Graham	To be held on Wednesday, Nov. 2nd.	
Student Spaces	Justin Prasad	Met Wednesday (Oct 26). Discussed strategy on bringing New Student Building project into light at next Councilor Meeting. Set motion to begin studying the feasibility and suitability of a new Student Building for the Student Association in collaboration with Aboriginal Services. We discussed previous projects pitched to BCIT and the BCIT Master Plan with their new buildings. Also discussed Outdoor spaces and temporary structures/furniture to add around campus that can work as outdoor study spaces or segregated smoking areas to address the ongoing smoking	Additional members from the Interior Design Program joined the morning meeting to provide more insight on student spaces around campus, referencing from their own program curriculum where they study spaces at BCIT and how to enhance them.
Bylaw	Jessica Graham	Met last Friday to discuss by - law reviews. Will be meeting in a week's time to discuss changes.	
External Advocacy	Saf Dewji	Verbal report at Council	
Clubs	Jae (Jisoo) Lee	Hosting the first meeting for November. Date TBD.	
Event Funding	Jae (Jisoo) Lee	Confirmed next meeting date, Wednesday, Nov. 23rd.	
Board of Governors	Matthew May	Next Meeting in November	
Education Council	Dominc Terrado	Next Meeting in November	
Alumni Board	Saf Dewji	Attended Alumni Engagemnt Committee meeting on Oct 18th. Discussed succession plan for AEC Chair, and updates to be made to organizational	
Fair Trade (Ad Hoc)	Justin Prasad	Meeting scheduled for November 2nd 4:30pm-5:30pm	New Committee Member, Maryam has joined the group

Briefing Notes

Item 7.5: JDC West Funding Request

Preamble: The competition is a three-day event that showcases academics, athletics, debate, and an out-of-the-box social competition. This prestigious event hosts approximately 600 undergraduate delegates from twelve of the premiere post-secondary institutions across British Columbia, Alberta, Saskatchewan, and Manitoba. Annually, JDC West requires the support of almost 300 volunteers and dozens of professional partners to make this elaborate, multi-faceted competition possible.

What's in it for BCIT?

- First Polytechnic to be eligible for competition amongst 11 premier universities.
- Opportunity to brand our School of Business and showcase our talents.
- Our students and their skills will capture the podium.

BCIT JDC West is requesting for a one-time funding of \$4000-\$5000 to support travel, accommodation, mandatory uniform, and preparation costs to represent BCIT at the competition in Edmonton, Alberta, January 2017 for 35 students competing in the competition from a total budget of \$32,500. Fees are due by November 20, 2016. We have currently secured some funding from external sponsors and fundraising efforts, but the funding from the Student Association would help with reducing the costs immensely.

Co-Captain Colin Li and Faculty Advisor Nitasha Naicker would like to present on BCIT JDC West in more detail.

Item 7.6: New Student Centre

ISSUES:

- Students have long complained about the lack of informal study space and technologically equipped meeting rooms on campus.
- With the success of our Student Services, BCITSA is already reaching its space capacity for offering services such as workshops and office spaces.
- Student clubs are finding challenging to find appropriate space for their activities such as multi-purpose rooms.

BACKGROUND:

Because of school demands, students need space to do individual or team work. As such, we have seen a demand for student space. Further, students are more active in extra-curricular activities such as clubs events, resulting in a need for multi-purpose rooms. It is difficult to book classrooms for these types of events, and multi-purpose rooms are not available most of the time. Multi-purpose rooms are usually booked months in advance by members of the BCIT community, making it challenging for students to book these rooms on a short-notice.

BCITSA started to address these issues by redesigning the second floor of SE2. A large informal study space and nine additional meeting rooms are now available to students. The success of this space is beyond what was expected. The open space and meeting rooms are consistently used at capacity. BCIT also created student meeting rooms and open study space in SW1. Both areas are well utilized by students to the point that students have difficulties finding availabilities. Last year, SA Executives brought this issue forward to BCIT. The proposal included a significant focus on augmenting services already offered on campus, which was received with resistance by BCIT. By removing the wellness aspect from the scope of this project, it may be better accepted by BCIT.

The success of the SA Student and Career Services has put pressure on meeting room usage. While our goal is to keep the meeting rooms available for students, it has been problematic as students are requesting additional programs and workshops. These two conflicting interests are both serving students but will not be sustainable in the current environment as services continue to improve and expand.

The library offers open learning space which is located through the building, with the EhPod available on a 24/7 basis. Though the space is also well utilized by students, it lacks design features such as natural light. Further, the EhPod was designed as a computer lab, making the space less desirable for users. The Library Services is in the process of reinventing itself by modifying the existing learning spaces and hopefully creating additional ones. One of the challenges of executing any project at BCIT is its direct link to governmental funding. With limited funding provided by the Province and the long list of projects waiting for execution at BCIT and other PSI, this project may not be a priority for the Province.

BCIT is going through the development of a Campus Master Plan, which will determine how the Burnaby Campus will look like in the next 50 years. This process is to be presented to the Board of Governors by June 2017 for approval. Further, BCIT has been working with the BC and Federal Governments in renewing the Burnaby campus by adding a Health Sciences Building. It also has a Tech Building and Automotive Centre in the works. These projects have been well received by the government but no funding commitment has been made.

Another capital project presented by BCIT to the BC Government is the Centre for Indigenous Initiatives and Dialogue. This project may have commonalities with the SA's goal of adding student space on campus. Preliminary discussions have occurred between SA and Aboriginal services to investigate these commonalities.

OBJECTIVES:

To build a new Student Centre that would provide additional informal study space, meeting and multi-purpose rooms dedicated to the success of students. The goal would be to make this centre open 24/7, complementing BCIT's EhPod. It would also host BCITSA Student Services offices that could include health and wellness programming, clubs support, Student Development, nap room and food area. Though early in the process and more discussion would be required, the Centre could also include complementary BCIT services such as Aboriginal Services.

FINANCIAL IMPLICATIONS:

Though a new Student Centre would require significant financial resources, the purpose of this proposal is to bring this project one step closer by allowing for this hypothesis to be tested through a feasibility process, which would include space and conceptual design planning. It is anticipated that a referendum would be required to fund this new Centre. The feasibility study would be funded through the Student Space Committee fund.

PROCESS & TIMELINE:

If Council approves this motion, the timing of this project would be as follows:

<i>Actions</i>	<i>Timeline</i>
Student Space Committee brings motion to Council to allow this project to move forward.	October 2016
Student Executives brings approved motion to BCIT Leadership Team and starts formal discussion.	November 2016
Student Space Committee retains services of space analysis consultant.	November 2016
Management enters into preliminary discussion with BCIT community (i.e. Library Services, Aboriginal Services, Facilities, Student Success)	November & December 2016
Space analysis findings and preliminary costs are presented to Council. A motion is presented to Council to appoint an architectural firm for conceptual designs and feasibility study.	January 2017
Conceptual designs and feasibility study is presented to Council for referendum approval.	March 2017
Education sessions and communication campaign are made available to all students.	March / April 2017
Referendum for a dedicated building fee is presented to membership.	April 2017

MOTION:

Be it resolved that BCITSA supports the advancement in concept of a new Student Centre led by the Student Space Committee.

Item 7.7: *Conversation Café Discussion*

Preamble: To discuss the Learning and Teaching plan that was completed last year after including students and faculty in the conversation. This is coming back to the community to reaffirm the plan prior to its implementation and approval by BCIT leadership.

Students are welcome and encouraged to join in the following discussions:

- Nov 10th, 9– 11am, Town Square-D
- Nov 23rd, 12:30 – 3pm, Town Square-A/B
- Nov 26th, 10am – noon, Town Square-D
- Nov 25th, 11:15am – 1:15pm, ATC (room TBD)

Meetings will also be held in NE1, AIC, and BMC; dates TBD.