



enhancing student life

Council Meeting Agenda
Monday January 23rd, 2017
5:30pm - 7:30pm

- 11.1 Call to Order
- 11.2 Acceptance of the Agenda
- 11.3 Acceptance of Meeting Minutes: January 9th, 2017
- 11.4 Progress Reports
- 11.5 New Councillor Introduction
- 11.6 Club Sanctioning Applications
 - 11.6.1 Bliss and Wisdom
 - 11.6.2 English Corner
- 11.7 Fair Trade Committee Update *Justin P.*
- 11.8 Health and Dental Coverage Expansion to PTS *Caroline G.*
Briefing notes attached.
- 11.9 Clubs Committee Appointment
- 11.10 By-Election: Councillor Expectations *Matthew M.*
- 11.11 Question Period
- 11.12 Reminders
 - 11.11.1 Closing of By-Election Nomination Period – January 25th @ 2:00pm
 - 11.11.2 Next Council Meeting – Monday February 6th @ 5:30pm
- 11.13 Meeting Adjournment

Council Meeting
Monday, January 23rd, 2017
Minutes

- Executives:** Matthew May - President
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
Dean Tamboline – Chair, School of Energy
Tyson Sangha – Chair, Aerospace Technology Campus
Justin Hamilton – Annacis Island Campus
Philip Romanov – Marine Campus
Emilio Da Silva – Downtown Campus
- Staff:** Caroline Gagnon, Executive Director
Darla Williscroft, Administrative Coordinator
- Councillors:**
- | | |
|-----------------------|--------------------------|
| Maryam Baghalha | Silvia Lee |
| Massoud Baghalha | Jonathan Martel-Trombley |
| Daniel Baranowski | Moshtagh Mohammadi |
| Vasiliy Baryshnikov | Stephanie Mulder |
| Luiza Cabadas | Artti Prasad |
| David-Alexander Dabic | Sophia Romero |
| Ankit Dhami | Adbiel Tabaco |
| Megan Euverman | Blake Tamboline |
| Mary Hillis | Alex Tian |
| Alice Ho | Matt Vickars |
| Rahul Kumar | Logan Wicks |
- Regrets:** Nav Bhatti – Chair, School of Computing & Academic Studies
- Absent:**
- | | |
|-------------|---------------|
| Michael Hui | Sean Peterson |
| Boris Jovic | Meghan Tius |
| Angela Kim | |
- Guests:** Peiman Dadkhah – English Corner President
Hannah Chen – Bliss & Wisdom Young Adults President
Lotus – Bliss & Wisdom Young Adults

11.1 Meeting Called to Order

The Chairperson, Matthew, calls the meeting to order at 17:46 (32 voting members, including Chair).

11.2 Acceptance of the Agenda

It was moved that the agenda be accepted as distributed.

Moved by: Justin Prasad

Seconded by: Matthew Vickars

31/0/0 Carried

11.3 Acceptance of the Minutes

Motion:

Be it resolved that the Council Minutes from 2017-01-09 be accepted as distributed.

Moved by: Adbiel Tabaco

Seconded by: Maryam Baghalha

30/0/1 Carried

11.4 Progress Reports

Emilio Da Silva (Downtown Campus Satellite Councillor)

- As submitted.

Matthew May (President)

- As submitted.

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

- Absent.

Inder Gill (Chair - School of Business)

- As submitted.

Dominic Terrado (VP - Student Affairs)

- As submitted.
- Education Council meeting on 2017-02-01. Please come, it will be fun.

Kayla Di Bauda (Chair - School of Health)

- As submitted.
- First Power Hour on 2017-01-23, 300 people attended. Received positive feedback and have 100 people signed up for the next one.

Caroline Gagnon (Executive Director)

- As submitted.

- Entrepreneurship Centre agreement has been completed. Centre will be ready for September 2017.

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.
- Lots of questions about Fair Trade and the RPG focus group at most recent Set Rep meeting.

Dean Tamboline (Chair - School of Energy)

- As submitted.

Justin Hamilton (AIC Satellite Councillor)

- As submitted.

Philip Romanov (BMC Satellite Councillor)

- Just started Set Rep training. Looking forward to next meeting in February.

Megan Euverman (Residence Councillor)

- Looking to hire 7 Resident Advisors. They are frontline staff that helps residents when office is closed.
- Enforcing rules, providing guidance, leadership, room inspections, responding to emergencies.
- Benefits include living on campus rent free in a one bedroom apartment. Everything is covered and includes a free parking spot. You also receive a \$2000 per term honorarium.
- Information session for these positions is on 2017-02-01 at 18:30 in the Housing Office.
- Applications are due 2017-02-16 at the Housing Office. Students or BCIT alumni can apply. You can also apply as a couple.

11.5 New Councillor Introduction

- Rahul Kumar from the School of Business
- Massoud Baghalha from the School of Energy

11.6 Clubs Sanctioning Applications

11.6.1 Bliss and Wisdom Young Adults

- Hannah and Lotus present on behalf of Bliss and Wisdom Young Adults club.
- Bliss and Wisdom is a Buddhist youth group in Vancouver. Looking to provide a positive environment for students and promote environmental awareness including meat reduction and vegetarianism.
- Plan to hold workshops and events at BCIT including education on setting life goals, the importance of appreciation, free thank you cards, school clean up and eating vegetarian.
- Held event last year providing free thank you cards, sending them out for free.
- Plan to meet every two weeks.

Questions:

- How much funding does this club require? \$300 in total from the Student Association. They have funding from parent group.
- Could you speak on club sustainability? How will you secure people to have executive team next year, and how you plan to keep the club living before you graduate? Graduating in a year and a half, hope to grow executive during the year before they leave. Will hold winter camp to find new members.
- Is this affiliated with a religious group? Is it a Buddhist group? Yes. Events will be neutral to religion. Non-Buddhist members can join.

Discussion:

- Mentioned that they were supported by Buddhist organization. If so, are they eligible for funding from the Student Association? Political and religious clubs do not receive funding but they are sanctioned and have access to Student Association resources like rooms and staff assistance.
 - Would this club count as religious or social? All religious clubs will allow anyone to participate in social events. All-inclusivity is requirement of sanctioning.
- They would be the same type of club as Campus Christian Ministry? If so, would they be eligible to receive the \$300 they applied for in clubs funding? We do not give start-up funding for religious clubs.
- If they get sanctioned, would that help BCIT be branded on an international scale? As this club is internationally based as well, would this help at all? More of a one-way in regards to students benefitting. Probably would not elevate BCIT's recognition.

Motion:

Be it resolved that Bliss and Wisdom be a sanctioned BCITSA religious Club.

Moved by: Dean Tamboline

Seconded by: Emilio Da Silva

Discussion on Motion:

- Who decides what a religious club is? As soon as you are associated with a religion, you become a religious club. They all hold social events, but they do not receive funding.
- Is there any religious or political club which has ever received funding? No.
- As they would not receive funding, do they still fall under the same bylaws and clubs governance? Yes, they are still a club in every way, just no funding.

Calling the question to vote on Motion.

Moved by: Logan Wicks

Seconded by: Emilio Da Silva

27/4/0 Carried

Motion:

Be it resolved that Bliss and Wisdom be a sanctioned BCITSA religious Club.

Moved by: Dean Tamboline

Seconded by: Emilio Da Silva

28/2/1 Carried

11.6.2 English Corner

- Club is part of Colibri Learning Foundation, started 5 years ago in Vancouver.
- Wanted ways to contribute to the school environment. Lots of international and newcomers at BCIT who have access to many academic programs, but not much in the way to learn about the culture, create friendships or integrate into the community.
- This club would provide space to get together for conversational discussion groups to practise and create friendships, as well as providing activities to assist in all aspects of improvement and learning about community.

Questions:

- Is there a planned space to have these conversations? Faculty will assist. We have Jeff from the Library and an instructor in SW5 who are assisting. A room has been booked this week to assist the group.
- How often to you plan to meet? Every Wednesday at 16:00.
- Great initiative. International Social Club was re-sanctioned, caters to international students, and has different channels than English Corner. They recently had Whistler social event. Were you able to reach out to them prior to sanctioning? See a lot of similarities in initiatives. Would cut costs and administrative efforts by working together.
- Know members of this club and helped with this program at Langara. Materials are already in place there. Can refer students back and forth between the schools.

- This club will not need financial support as it is part of a non-profit parent organization which will provide funding.
- The club will be to encourage and exercise conversational English. Open to students at all campuses. Agree it is similar to International Social Club in the reason they operate. As long as they have same goals and objectives do we see them as two separate clubs? Could they be a part of the pre-existing club?
- Could you share some positive experiences from other schools? Last year at Langara they started this program and have another 5 students running the club this year. We would encourage others to help out and run program.
- Will you be running elections or is the club organized externally? I put myself as President but it is not formal, nor is there a formal structure.
- Have you been in touch with the International Student Entry Program? No, did not know about this program. Library was running similar program, but they could not facilitate it.
 - Excited to see this start up. International Student Entry Program is very underserved at the Downtown campus; they are looking for speakers and volunteers. International Social Club has not had interest to come. Can connect with Emilio [DTC Councillor] if sanctioned.

Discussion:

- Club seems more academic than International Social Club. They want members to understand English language and speak together.
- Familiar with this club so I can speak about it. Members make friendships and improve English, as well as get involved in community. They have started youth groups outside of school for 11-14 year olds as well to help in the community. For example, they wrote to the city stating need for pedestrian lighting system due to accidents and with that had them installed.
- If it is academic that is great. Last year had teacher from English support, but this year it will be cut for my program. Without this service we will have international students from all Schools who no longer have this essential support. BCIT allows part time students to enter without English requirement, so this club will help these students. As long as it does not get confused with International Social Club as they are social event focused.
- How is this different from Toastmasters? International students are welcome there of course. Toastmasters are more about framing thoughts during public speaking. English Corner is more geared to learning academic requirements and language. This fills a different niche.
- This initiative fills need for international students. When asked if he reached out to the International Social Club, he did not really answer; I have a feeling he did not. Their website talks not about academic component, but very similar to what is listed on the application. International Social Club is to share thoughts and feelings about English, and to make friendships; they have similar end goals.

- Do not know if he reached out, but I think they want to be independent. It is an academic-based club that goes a bit beyond that to involve all students and community.
- Because they are sponsored externally they will probably lose connections and funding if they were to integrate with the International Social Club.

Discussion on Motion:

- Would like to see them reach out to International Social Club to see if they can collaborate.

Calling the question to vote on Motion.

Moved by: Logan Wicks
28/1/2 Carried

Seconded by: Moshtagh Mohammadi

Motion:

Be it resolved that Agenda item 11.6.2 be tabled until 2017-02-06.

Moved by: Jae Lee
19/10/2 Carried

Seconded by: Inder Gill

11.7 Fair Trade Committee Update

- Council tasked Fair Trade ad hoc committee with reporting back in January.
- Original presentation date was 2017-01-18 with the Fair Trade representatives; communications were not clear and they did not show up for the meeting. They have been rescheduled for 2017-02-08. JJ Bean’s presentation overlapped with the Joint Executive Meeting on 2017-01-25; this is now rescheduled for 2017-02-22.

Discussion:

- Estimation of when you have something to provide to Council? Final report of both presentations will be brought to Council on 2017-03-06.

11.8 Health and Dental Coverage Expansion to PTS

- Just wanted to start a discussion on this topic, no motion yet, but may come to Council in the near future.
- Health and Dental plan was last voted on 15 years ago; original motion is included in briefing notes along with further information on the options.
- 1200 students each semester do not have access to the benefit plan as they are categorized as part time.
- Started working on including part time students on the plan 5 years ago; BCIT is finally starting to talk about it. They have to participate as it is done through their system. Eventually are we going to referendum to include these students in the plan

on 12 credit basis as they are then qualified as full time students governmentally. At 12 credits, students are eligible for financial aid and access to loans for financial hardship.

- Any new Student Association fee or change of fees needs to be brought by referendum to members. Need to pass this under referendum due to provincial legislation.
- Given this, would you consider putting this to referendum, or would we vote to bring them in without referendum?
- Eligibility would need to be discussed first. Do we include all part time students or only those with 12 credits?
- Full time standing is determined by program, rather than credit amount at BCIT. With part time programs it does not matter how many credits you take, you will be considered a part time student.

Discussion:

- If BCIT were on board, are we going to send this to referendum to our members, and which members would it go to? It has been done differently elsewhere. Northern Alberta Institute of Technology included all part time students and the institution allowed everyone in. Bow Valley categorized these same students as well without referendum.
- Are these semi-full time students paying Student Association fees? Yes all students do, pro-rated per course. Typical full time students take 8 courses. The total fee divided this by 8 is what part time students pay per course. This fee is separate from that one, Health and Dental fee would be the same for all full time and part time students included.
- Health and Dental makes up a large part of our budget, how does including part time students affect this? We have one full time Health and Dental Administrator to run program and help students. Most of the additional administration load would go to the insurance provider.
- Why are we restricting part time to the full time equivalent as majority of students are part time? Why not include all part time students? We are setting it at 12 credits as those who are only taking 1-2 courses are usually working and may already have their own coverage.
 - If they already have the opportunity to opt out why could they not do so? It is an administrative nightmare. If you are taking one course you would not expect that you would have this included and realise too late to actually get your money back.
- BCIT will not do it for all part time students. This was a result of negotiations; 12 credits gave us traction to negotiate.
- If Council does not decide to go to referendum, 1200 students will not have a vote.
- If everything goes smoothly, when would this happen? 18 months. Meeting with Associate Vice President of Student Services to negotiate 18 months. This is why we would like to show urgency.

- The only students this would affect in part time studies are those taking 4 or more courses per semester. Who votes depends on BCIT's system.
- Would it be possible for students doing less than 12 credits have an option to opt in? No, it is a mandatory system. Athabasca went to an opt-in model but it was not financially stable. It would put the other 10000 students on the plan at jeopardy.
- Estimating 18 months. Where in the timeline would we go to referendum? If we were to follow their speed, we would like to present a referendum in the next few months. Can push it to start sooner, like September 2018. Just want to take this public to put pressure on them. Assuming that we will go to referendum or Council votes to roll them in.
- Do part time students have to be eligible for a student loan to be a part of this? No, just a part of BCIT's wish.
- In BCIT's system, where does the International Student Entry Program sit? Would they get coverage? As long as they have 12 credits, they would be rolled in. Their basic medical care coverage is required by BCIT.
- Can their system see how many courses you are taking? Is this getting fixed? It is a basic requirement to identify them. The list would now be possible in the system.
- Referendum wise, we had none last year, and 3 the year the before. The last one was weak as it was presented incorrectly. I support the referendum.
- Would the plan and potential referendum include satellites as well? As long as they fit the credit numbers.
- Purpose today is to see if we want to put this to referendum or consider old referendum to include these students. Referendum is more transparent, other would require more justification to include them.
- If it goes to referendum, will it go to all part time students, or only the ones it would impact? It could theoretically go to only those 1200 students.
- Would you want to bring it to all part time students, or only those affected?
- Do not think it should go to referendum to every part time student. If they are only taking 1 or 2 classes and have existing coverage, they will opt out and financially burden the plan.
 - Opting out does not impact the price, only the opt ins. Students with less than 4 courses could have chance to vote on this.
- Where does tech entry stand? They are considered full time, taking 6 courses, yet are doing 0 credit hours. They do not have benefits or U-Pass.
- If we decide to do the referendum, it should be to all part time students as they may take more credits in the future.
- Could we include U-Pass in this part time referendum? It would be separate question, but could happen in the same referendum. Would love to have both.
- For simplicity's sake could we just include them now without a referendum as they were considered full time students in the last referendum? Depends on whose definition of full time we use. That is the question today.
- Would you want to go to formal referendum or apply old question to 12 credit students?
- Issue of transparency which is why we are asking this question.

- What would you want to know to discuss this further? If we do not know what part time students want, referendum is the only way; they get to make their own decision. The old question would expedite this process. We are planning to have multiple referendums around this time which could potentially impact the results of others.
- Bring this back at next Council meeting, capped at 10 minutes of discussion.

18:55 Councillor left.

19:15 Councillor left.

11.9 Clubs Committee Appointment

- Brought this forward last meeting, still have one spot left to fill.
- Meet once a month to determine funding allocations to clubs applications.
- Get more involved with the Student Association and know what is going on.
- Alex nominates Jonathan. Jonathan accepts.
- Jae nominates Rahul. Rahul accepts.
- Only certain number of members as stipulated in Bylaws.
- No objections from Council to have nominees in the room for the vote.

Motion:

Be it resolved that the following Council members be appointed to the Clubs Committee: Rahul Kumar and Jonathan Martel-Trombley.

Moved by: Matthew Vickars

Seconded by: Justin Prasad

27/0/2 Carried

11.10 By-Election: Councillor Expectations

- There is interest with Councillors to run for two VP positions. Do not leverage your position as a Councillor when you run. Please engage people in the process, rather than a specific candidate.
- Are you allowed to say you are a Councillor when you run? No endorsements as a Councillor. Do not say "I am a member of Council, and I want this person to win". You can instead say "I am a Councillor, vote for me". There is the difference in running.
- If I have friends who are Councillors can they help as students? We do not have any say what you do outside of here, but do not leverage your position as a Councillor.

11.11 Question Period

- Was there an update from RPG focus group? Mark has been contacted, will come up with dates for meeting with Set Reps. Should have an answer in a day or two.
- Could you talk about the Childcare program expansion? Plans are currently with Burnaby to receive building permits. Should take about 5 weeks to get permits

from them. Details of construction are happening. Drilling was happening today [2017-01-23]. Expect a 5 month construction period.

- If we are having a discussion that is dragging on, is there a way for Councillors to move the discussion on or end it? Can bring it up as point of personal privilege which would interrupt speakers list. Can always bring it to everyone's attention that we have been speaking for a long time. If Matthew were to put timing in the Agenda, you could hold him to it through a point of motion.

Motion:

Be it resolved that time limits be added to discussion points on the Agenda moving forward.

Moved by: Logan Wicks

Seconded by: Emilio Da Silva

28/1/0 Carried

- Could we create highlights for club applications to attach to the Agenda? Yes.
- Follow up on Library cards from last meeting: Students can extend book holds from any of the campuses online. Once money is put on your student card, the funds are in place and cannot be reimbursed nor used to pay any Library fees. Funds can only be used on the printers.
- Learning and Teaching Framework discussion on 2017-01-25 at 17:30. It is led by BCIT staff and food will be provided. If you are interested, let Darla know.

11.12 Reminders

11.12.1 Closing of By-Election Nomination Period – Wednesday 2017-01-25 at 14:00.

11.12.2 Next Council Meeting – Monday 2017-02-06 at 17:30.

11.13 Meeting Adjournment

It was moved by Matthew Vickars and seconded by Adbiel Tabaco that the meeting be adjourned.

28/0/0 Carried

The meeting was adjourned at 19:57.

PTS Health and Dental Coverage Expansion

Background

A referendum was held from October 22-24 2001 with respect to the creation of two separate student insurance plans: one for Extended Health benefits, and the other for Dental benefits. Permitted to vote in that referendum, and subject to its results were all students registered at that time in Full-Time Studies (FTS) programs, as designated at the time by BCIT. The referendum questions were as follows:

Health Referendum Question

The proposed Extended Health plan would provide most full-time BCIT students with Extended Health benefits at a cost of \$98.00/yr. To cover premium and administrative cost adjustments, this fee may increase up to 4% per annum. The fee would be assessed to all eligible students at the time of registration. Students with comparable coverage may opt-out of this plan. Are you in favour of the Student Association implementing such a health plan?

Dental Referendum Question

The proposed Dental plan would provide most full-time BCIT students with Dental benefits at a cost of \$108/yr. To cover premium and administrative cost adjustments, this fee may increase up to 4% per annum. The fee would be assessed to all eligible students at the time of registration. Students with comparable coverage may opt-out of this plan. Are you in favour of the Student Association implementing such a dental plan?

Both referendum questions were approved, with 69% voting in favour of Extended Health, and 72% voting in favour of Dental benefits.

The Current Situation

As it stands now, the practice for the past 15 years has been that only students in FTS programs as designated by BCIT are eligible to participate in the Extended Health and Dental insurance programs. This means that a student who is studying full-time, but is designated as part of a PTS program is excluded from the program and receives no Health and Dental benefits. BCITSA Executives and Staff have been working with BCIT leadership on a framework that would allow BCIT to collect insurance premiums from Part-Time Studies (PTS) students in the event that a decision is taken to expand the program to include them.

The Proposal Currently Under Consideration

The first expansion being contemplated would see PTS students registered in at least nine (9) credits, such that they would be considered full-time under Canada Revenue Agency (CRA) rules, included in the program. There are two potential pathways to including them in the program: a

referendum or a simple vote of Council. This paper explores key issues related to both of these pathways.

Referendum:

Benefits

1. If a referendum were held, there would be no outstanding legal issues to resolve. The population in question would either be included, or not included, on the basis of their vote.

Risks

1. The SA is considering conducting a referendum on a separate question this spring (funding for a proposed Student Centre). This is in addition to the annual SA Executive Elections, and this year's Provincial Election. The addition of a further vote or referendum question would make communications somewhat more complex. The level of risk here is difficult to quantify.
2. If a referendum were to fail, it would be clear that there would be no authority to collect this fee from the population in question. The matter would be definitively closed unless a future referendum passed. The risk of a referendum failing is likely remote, given the popularity of the program, but any vote is unpredictable.

Unilateral Council Action:

Benefits

1. If Council were to proceed in this manner, the program would simply be expanded with no need for further action.

Risks

1. Political – As part of a province-wide framework between Student Associations and the Provincial Government, regulations were adopted that guaranteed that all fees collected by Student Associations would be protected, even if a student were to resign his or her membership in a Student Association. A key aspect of these negotiations, led by the BCITSA on behalf of Student Associations across the province, was the assertion that any expansion or increase of student fees had to be approved in a referendum. During negotiations, the Minister of Advanced Education expressed some skepticism about protecting all mandatory SA fees, and Health and Dental programs were mentioned repeatedly by him as an example of the type of fee not warranting protection. If the Minister were to become aware of the SA proceeding in this manner (and it is difficult to

quantify the risk of this happening), he might choose to revisit his decision to protect these fees. If this were to happen, and if it were to become heavily publicized, there is a possibility that students could resign their SA memberships to avoid paying Health and Dental premiums. The end result of this scenario might be an imbalance in the risk pool, leading to sharply higher costs for the program.

2. Legal – The referendum question is already a decade and a half old. While the population included in the program has morphed over the years, it has always followed the original designation, namely whether or not a student is considered as FTS or PTS, strictly on BCIT's standards, and to the exclusion of any other standard, including those set by the CRA for taxation purposes. Recent changes to the *College and Institute Act* mean that the legal position as to whether or not the BCITSA is permitted to make this change without a referendum is unclear. The general position is that where a new fee is levied, or where an existing fee is increased, the population that would have to pay the fee must approve it in a referendum. As a legal matter, it is unclear whether or not expanding the scope of the program to include a new population of students would be considered as a new fee. There is always a small risk that on an unclear question of law, an unhappy student might seek to pursue legal action. While the risk of a lawsuit is remote, the cost of defending against such a lawsuit would be significant. If a lawsuit were to be filed, the risk of the Ministry becoming aware of this issue would also increase dramatically.

Name	Position	Position Update	#	Objectives	Objectives Update	Objectives Next Steps	Optional - Other Notes
Matthew May	President	<ul style="list-style-type: none"> -Attended a Brand Review Committee with a number of students from all schools - Met with Chris Rogerson re: Satellite Campuses - Met with Jennifer Figner re: Education Council - Met with various students with questions about the By-Election - Working on creating a student-oriented Policy and Procedure Manual - Met with staff to discuss a potential model for Student Competition Funding 	1	Increase Student Representation in all facets of BCIT/BCITSA decision making bodies	Met with Jennifer Figner and Dominic, to discuss who to align BCIT's procedures with our objective of increasing student representation on BCIT committees	Will meet with Ana Lopez and Jennifer Figner to discuss student involvement in hiring committees next week	
			2	Improve communication and services to satellite campuses	Met with Chris Rogerson regarding a Student Success Initiative where all campuses will have a dedicated room for tele conferencing. The possibilities to link students to our SA services through this system would be extremely beneficial	Will meet with Tara Mollett to discuss which services we can provide to satellite campuses through this system. Possibilities include Advocacy, Career Services Workshops, and Resume building	
			3	Increase PTS involvement in all BCITSA boards + decisions	Had a conversation with Jennifer Figner (EdCo Chair) about creating a policy/procedure for the Set Rep Program on the BCIT side. This system would address representation for Part Time Students	Will follow up with Jennifer Figner once we have some reference material to discuss over.	
Inder Gill (Interim)	VP of Finance & Administration	Transition Meeting to be held Next Week	1	Increase exposure for BCIT's School of Business	JDC West took place last weekend - Students loved the experience	N/A	
			2	Improve transparency of BCITSA's financial documentation	No Update	N/A	
			3	Create and increase conference funding options for students and clubs	See President's update	N/A	
Dominic Terrado	VP Student Affairs	Attended JDC West, had a lot of fun over the weekend. Attended Edco Exec on Wednesday. Currently looking for a new Aboriginal councillor.	1	Establish a formal set-up and training for the Education Council and Board of Governors student representatives.	Met with Jennifer Figner with Matt. Discussed on how we can market Edco and BoG student positions through the SA. Also discussed possible BCIT policy changes to include set reps.	Follow up with Jennifer	
			2	Increase awareness for student rights and advocacy	N/a	Set up meeting with Chris Rogerson or Dean Diamond, to find ways I can help on their front.	
			3	Collaborate with the Vancouver/Burnaby Board of Trade to create on-campus events	Will set up meeting with Austin from the Board of Trade, with Cynthia.	N/a	
Jae (Jisoo) Lee	VP Campus Life	<ul style="list-style-type: none"> - Chaired Event Funding Committee meeting with our newest committee member, Meghan Tius! - Planning for next month's Club Leader/Presidents meeting - Social media meeting with Gen - SA's Marketing & Communications Strategist - Discussed food trucks on campus and collaboration with Shaheed - BCIT's Marketing and Student Experience Manager for BCIT Dining Services - Discussed Fentanyl Awareness Campaign progress and future initiatives with BCIT's Health Services 	1	Change the current Rec. Service offerings for satellite campuses to better accommodate students.	No progress	<ul style="list-style-type: none"> - Meeting with Tara - SA's Student and Career Services Manager to revisit the performance of campus life on satellite campuses and students' preferences regarding recreation services - Meeting with Andrea for same topic 	Fentanyl Awareness Campaign update: planning to create a video in collaboration with BCIT's Health Services to continue pushing awareness via preventive measures on campus
			2	Provide a 2-way communication platform for BCIT students via social media.	<ul style="list-style-type: none"> - Met with Gen to assess performance for the "SA takeover" (VP Campus Life edition!) on the SA's Instagram account - Examined the future sustainability of the relationship regarding relationship between Campus Life, SA's club events, and SA's social media platforms - Posted 13 new SA/event promoting content on the campus life Instagram account (@bcitsocial), including 1 for Entrepreneurial Service's "Be An Expert" series. Sara - Entrepreneurial Services Manager reported that student signups increased by approx. 20 in that period 	<ul style="list-style-type: none"> - Continue pushing posts for Entrepreneurial Service's series on social media accounts - Facilitate student engagement on the @bcitsocial Instagram account by asking responses for foodtrucks on campus 	
			3	Revise the Policies and Guidelines governing student clubs at BCIT	- Received feedback from SA's club executives regarding governance and transition plans through a "Transition Planning" workshop held by Amy - SA's Clubs Coordinator	Put suggestions and research into formal document for Matthew - President and Amy - SA's Clubs Coordinator to analyze	
Dean Tamboline (Interim)	VP External	Attended Alumni Association Board of Directors meeting on Jan 19th at the Downtown Campus. Provided them with an update from the SA.	1	Design and create Sleep Pods for BCIT campuses			
			2	Look into hosting the Western Engineering Competition (WEC) at BCIT			
			3	Further advocate for improved water fountains on all BCIT campuses			
Inder Gill	Chair of Business	Held the January set rep meeting and promoted the upcoming by-election. Focused on providing interested students with information about the election and the process. Reached out to SOB program heads to invite them to upcoming set rep meetings.	1	Advocate for a final exam review policy at BCIT	Policy Exists	N/A	
			2	Research the possibility of a commerce society at BCIT and what it would look like	Ongoing Research	N/A	
			3	Review the Set Rep program with student feedback and add more value	Discussed what current set reps enjoyed and would like to see more or less of in the upcoming semester. Looking to implement feedback in upcoming meetings.	Implement student feedback and invite outside speakers to Set Rep meetings	
Dean Tamboline	Chair of Energy	Held the January Set Rep meeting this past Wednesday and had the 'Be More than a Bystander' training. The Set Rep meeting also had some great discussion about having a first aid training session for Set Reps.	1	Continue to the push to rename the School of Energy to the School of Engineering.	Some discussion about this objective took place at the Set Rep meeting.	I'll be inviting the Dean to the next meeting to discuss this further.	
			2	Create opportunities for interaction between students of different programs through courses such as Liberal Studies	No progress.	Look into getting a seat within the engineering advisory committee which could help lead to having more shared courses.	
			3	Get students involved with improving Career Services by providing feedback and suggestions.	New numbers came in for Career Track registration, and there has been a rising trend in enrollment!	With the increasing focus on finding a job for the summer, I'll continue to push students to utilize Career Services.	
Nav Bhatti	Chair of Computing & Academic Studies		1	Negotiate with BCIT for an SA-funded student space	Had a great session with RPG during council, they will take this information back and condense it into a questionnaire for students.	Chairs will also gather set-reps together for a focus group later on in	
			2	Streamline Chair transitions and the Chair SoCAS role. Encourage higher Set-Rep participation	Further meetings about needs of transition.	Will be meeting with some of the new set-reps to discuss how better	
			3	The "odd-job" objective	Current looking at feasibility of more outlets in the library		

Name	Position	Position Update	#	Objectives	Objectives Update	Objectives Next Steps	Optional - Other Notes
Kayla Di Bauda	Chair of Health Science	Held SR meeting on Jan. 16th, went well. Met with Chris Rogerson to discuss Student Wellness Ambassador team project, and the potential to collaborate on future projects. Dean of SOHS offered to fully fund registration for 4 students, including myself, for the Quality and Safety Forum in Vancouver, March 3-4. In the process of choosing 3 students who have made a contribution to inter-professionalism and safety in SOHS. Hosted CPR sessions last weekend, went very well. Looking into hosting more CPR sessions for engineering & business students, who have expressed interest.	1	Continue to strengthen Inter-Disciplinary collaboration in BCIT Health Science	Met with Marketing & Events to discuss Jan. 23rd power hour. All final details confirmed, 250 tickets have been distributed amongst SOHS faculty and students. Marketing will videotape the session, will place video on youtube for students to view, if unable to attend. Asked SRs and nursing peers to distribute sign-up survey for Feb. power hour.	Host 1st power hour of 2017 year on Jan. 23rd! Start marketing Feb. 20th power hour.	
			2	Organize Inter-disciplinary case rounds for students in SOHS	Spoke with Connie regarding inter-disciplinary case rounds. States we have 2 SOHS faculty members getting trained on inter-professional collaboration, and case-rounds will be happening in the near future. Will be attending IPE committee next week to discuss future case rounds & potential IPE nursing course. Three SRs expressed interest in attending IPE committee meetings, have connected them with Connie.	Review function of IDSC, meeting with Connie to discuss this tomorrow.	
			3	Create a strong community of health & wellness at BCIT	Held SWAT meeting last Tuesday, discussed history of jack.org & completed first portion of training session on leadership and advocacy. Flight booked for Jack.org conference. Dean of Health Science, contributed full fundraising goal for the conference. Met with Space Committee to discuss possibility of Wellness Centre.	Next SWAT meeting on Jan. 24th. Will be discussing mental health and social equity. Dean Diamond to attend and introduce himself to SWAT members.	
Justin Prasad	Chair of Transportation, Construction & Environment	Had Set rep meeting on Thursday (Jan 19th). Issues brought up regarding 2 week exam period, SW1 lighting in the mezzanine, outdoor spaces on campus, library design competition. Bystander Training went well, lots of positive feedback	1	Collaborative approach in strategically implementing new water bottle refill stations located across the Burnaby BCIT Campus	No Changes	Awaiting Update from BCIT Facilities Department	
			2	Introduce Set Representatives from the trades programs - Discuss with Chief Instructors and Deans about getting students involved from the more concentrated programs	New Set Reps have been added for Winter 2017, still no set reps from school of Transportation		
			3	Improve overall marketing outreach and student engagement from students within School of Transportation, Construction & The Environment at BCITSA sponsored/hosted events.	Focusing on event promotion a lot more during set rep meetings, with a big push for career services events and workshops	Awaiting introduction to meet with BCIT Marketing team to discuss installing new TVs/Poster Boards across campus.	
			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	Library Design Competition project now being suspended, however new contest idea being shifted to outdoor spaces at bcit.	Awaiting follow up from BCIT Facilities on locations for possible structures to be built, awaiting design rubric draft from Architectural Connections club, preparing meeting with James Rout to discuss current state for Library Design Competition.	
Tyson Sangha	Chair of Aerospace Technology Campus		1	Improve health and wellness at ATC by resolving the current smoking issue.	Student Spaces Committee is currently discussing temporary fixes for this issue on all campuses.	Will be talking with SA President and Chair of School of Construction to weigh all options.	
			2	Improve the communication and presence of BCITSA at ATC.	Andrea and I have both agreed on a new poster for the SA door to free up clutter and be more visually appealing.	To have a poster made for all SA Employees at the ATC campus and their office hours and contact info.	
			3	Improve student experience by hosting more events at ATC.	Working with Maximum Altitude to get ready to host a pool tournament event.	To run elections/applications for Maximum Altitude executive positions.	

BCITSA 2016/2017 Reports From Other Student Leaders & Staff

Name	Role / Title	Report	Optional - Other Notes
Caroline Gagnon	BCITSA Executive Director	Provide Career Services online	First on-line resume workshops will start on January 23. 15 students already registered. Using our newly purchased software, students will be able to participate in staff supported session on line. This new program will now open training to all students, more specifically to PTS who may not come on campus daily.
		Continue to develop the mentorship program	With limited marketing, 200 students have signed up for the mentorship program. Because of limitation with the recruitment of mentors, 100 students will be able to participate. This registration level demonstrates the need for such programs.
		Create two additional childcare programs	The rezoning application has been submitted to the City of Burnaby, while plans are being worked on to be submitted for building permits. It is anticipated that construction should start in March.
		New updated strategic plan	These past few weeks we have been focusing on redeveloping the new strategic plan since many of the initiatives stated in the original version are underway and even completed. In preparation for the budget process, a draft of the strategic plan 2.0 is being worked on. This document is being compiled under the direction of the Executives to be presented at Council in May in conjunction with the budget.
Emilio Da Silva	DTC Satellite Councillor	Held first set rep meeting of 2017 on January 12th. Turn out was good and some excellent new ideas regarding student engagement as well as services were addressed. Next meeting TBD in February. Am assisting with a Confucius institute event for Chinese New Year on January 28th. We have several volunteers from ISEP coming to help. Addressed ISEP Wifi issues with significant improvement. More updates to come in that area. Currently organizing external event during BCTECH Summit in March as well as last CI event in March as well.	
Philip Romanov	BMC Satellite Councillor		
Justin Hamilton	AIC Satellite Councillor		
	Aboriginal Student Councillor		
Vasiliy Baryshnikov	International Student Councillor		
Megan Euverman	Residence Student Councillor		

BCITSA 2016/2017 Reports From Committees

Committee	Report by	Optional - Other Notes
Finance	VP of Finance & Administration	N/A

-							
Name	Position	Position Update	#	Objectives	Objectives Update	Objectives Next Steps	Optional - Other Notes
Student Spaces	Justin Prasad	RPG Set Rep Focus Groups being planned. - Date to be decided soon. Outdoor Space Design Competition moving forward with support from the Space Committee, teaming up with the Architectural Connections club. E-Lounge project now being discussed with BCIT Time-Tabling/Facilities to find potential locations where SA Can renovate a computer lab into an E-Loung for Esports (Competitive Gaming), similar to how UBC has implemented their project.					
Bylaw	VP of Finance & Administration	N/A					
External Advocacy	VP External	N/A					
Clubs	Jae (Jisoo) Lee	Next meeting for Club Leader/Presidents to be held first week of Feb. Next meeting for Event Funding Committee to be tentatively held in the same time period					
Board of Governors	Matthew May	Next meeting is on February 14th. Next BoG report will come at the February 20th meeting.					
Education Council	Dominic Terrado	Verbal report.					
Alumni Board	VP External	A lot of discussion took place in regards to filling empty positions within the Alumni Association					
Fair Trade (Ad Hoc)	Justin Prasad	Fair Trade Presentation Delayed until February 8th. Direct Trade Presentation Delayed until February 25th.					

Bliss and Wisdom

BCIT Student Association

BCITSA Club Application Document

www.bcitsa.ca

Created:
11/25/2011

Steps for BCITSA Club Sanctioning

Step 1: Complete the BCITSA Package for applying to be a new club including:

- Club Proposal Form
- General Information
- Membership List
- Club Agreement
- Budget Requests (if any)/Club Financial Sustainability

Step 2: Submit completed package with the club's Constitution under which your club will operate to the Clubs Coordinator at clubscordinator@bcitsa.ca. This will be reviewed with the VP Campus Life.

Step 3: Next, you will be invited to represent the interests of your club at a Student Council meeting (see steps 3-4). Usually it is a brief five minute presentation about your club and its general operations. At least one member must represent your club at the Student Council meeting.

Step 4: The BCITSA Student Council will be reviewing submitted documents for two weeks and as a result of a vote on the next Council meeting will approve, reject, or further question/request information regarding your club.

Step 5: Once the club is approved by the Student Council you may begin running your clubs operations.

Step 6: You will be contacted by the VP Campus Life or the Clubs Coordinator for a mandatory training session where you will be lead through club By-Laws and Procedures regarding clubs rights and responsibilities of operations.

****Please contact Olesea Zadoinova, the Clubs Coordinator in the Uconnect Resource in building SE2 at clubscordinator@bcitsa.ca or 778-331-1328 if you have any questions.**

After these steps have been completed, sanctioning is complete pending full application process of the above steps is signed off by VP Campus Life.

Club Proposal Form

Please complete the following forms and submit to the Clubs Coordinator.

This proposal is meant to provide a better understanding for the BCIT Student Association regarding your reasoning for starting a club, including your expectations and goals for the year.

Club Name: Bliss and Wisdom Young Adults (BWYA - BCIT)

Please choose the type of the club you wish to start:

- Academic/Educational
- Social/Religious
- Athletic/Sporting
- Other: _____

Club Mandate/Objective:

Bliss and Wisdom Young Adults (BWYA) hopes to bring to BCIT students light, hope, warmth and happiness. We hope to inspire the students of BCIT to have a broad mind and high purpose to change this world and achieve happiness through compassion.

Outline what you intend to accomplish upon sanctioning:

Upon sanctioning, we plan to hold several events including "Free Cards and Free Delivery" for Thanksgiving which will allow students to send a card and their message to whomever they would like to thank or appreciate. We also hope to hold a "Veggie Exhibition" to promote a vegetarian or more environmentally friendly diet.

Briefly explain how your club will benefit student life: (give a few examples)

We hope to set a trend for students at BCIT to become well-rounded people, possessing intelligence, versatility and a strong will. We believe that through education we will be able to benefit student life. We have a series of events planned (mentioned in previous question) and workshops such as promoting the reduced use of disposable plastic products and also how to gain happiness by helping others.

Promotional Paragraph to be used on the BCITSA website (mandatory):

At BWYA-BCIT we have two goals: One is to become perfect in compassion, and the second is to be perfect in wisdom. We believe that all beautiful things that humankind can produce are encompassed within these two goals.

Website Contact Email: bwyavancouver@gmail.com


General Information

The following information will be released in the BCITSA council meeting and meeting minutes. Please ensure that it is suitable for publication. Only club contact information will be published on our website.


Club/Organization Name: Bliss and Wisdom Young Adults - BCIT
Acronym (if applicable): BWYA - BCIT
Contact E-Mail: bwyavancouver@gmail.com Phone Number: 604 725 2217

EXECUTIVE MEMBERS


President

Name: Hannah Chen
Phone: 604 725 2217
E-Mail: hannahyaya2004@hotmail.com
Signature: 

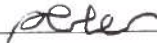
Vice President

Name: Jeff
Phone: 778 688 9518
E-Mail: jeffery122727@gmail.com
Signature: 

Treasurer

Name: Joey Chen
Phone: 604 785 9191
E-Mail: joey-chen11@hotmail.com
Signature: 

Other Executive:

Name: Peter
Phone: _____
E-Mail: 476681328@qq.com
Signature: 

FACULTY ADVISOR (not mandatory, but recommended)

Name: _____ Department: _____ Ext: _____
E-Mail: _____ Signature: _____ Date: _____

FOR OFFICE USE

Date Application Received: _____ Received by: _____

Membership List

Club Name: Bliss and Wisdom Young Adults - BCIT

- ✓ In order to prove there is sufficient interest in starting your new club, this document must be filled out in full.
- ✓ Treat this list as an initial membership of the club. If you have additional members, please add an additional page.
- ✓ Please ensure full names are printed clearly. Otherwise it could delay your application and influence your funding. (This application will not be processed if names are missing or illegible)
- ✓ This Membership List will be kept confidential by the BCITSA upon sanctioning, and will not be included in the meeting minutes.


	Full Name	Signature	Email	BCIT Program	Year of Schooling
1	Jocardie Yu	Jocardie Yu	jocardie0906@gmail.com	ABT	1
2	Peter Zhang	Peter Zhang	470681328@qq.com	IND	1
3	Hannah Chen	Hannah Chen	hannahyaya2004@hotmail.com	Med lab	1
4	Hae Jin Cho	Hae Jin Cho	hcho0319@gmail.com	ABT	1
5	Ruby Yang	Ruby Yang	ruby-yang@hotmail.com	INTD	1
6	TREVOR MIT	Trevor Mit	trevormit42@gmail.com	CIT	2
7	ANTHONY CHEN	Anthony Chen	Anthony.Chen@gmail.com	CIT	1
8	Christina Adams	Christina Adams	Christina110@gmail.com	CIT	2
9	Jeffery Chen	Jeffery Chen	jeffery122729@gmail.com	ABT	2
10	Jeff Ho	Jeff Ho	jeffho93@gmail.com	MLS	1

- ✓ Additional membership sheet attached? Yes No
- ✓ Total number of members: 11

Membership List

Club Name: Bliss and Wisdom Young Adults - BCIT

- ✓ In order to prove there is sufficient interest in starting your new club, this document must be filled out in full.
- ✓ Treat this list as an initial membership of the club. If you have additional members, please add an additional page.
- ✓ Please ensure full names are printed clearly. Otherwise it could delay your application and influence your funding. (This application will not be processed if names are missing or illegible)
- ✓ This Membership List will be kept confidential by the BCITSA upon sanctioning, and will not be included in the meeting minutes.

	Full Name	Signature	Email	BCIT Program	Year of Schooling
1	Joey Chen		joey_chen16@hotmail.com	Medical Radiography	1
2					
3					
4					
5					
6					
7					
8					
9					
10					

- ✓ Additional membership sheet attached? Yes ___ No
- ✓ Total number of members: 11

Budget Request – For New Clubs

More detailed budget/funding section to be covered in your Club Constitution document. This section should directly align with the constitution document.

Every year, the BCITSA helps our clubs operate by setting aside an amount of money to be distributed amongst our sanctioned clubs. This money is broken up into three accounts for existing/returning clubs, newly sanctioned clubs, and clubs that compete. Every club is eligible to apply for funding, but it is at the discretion of the VP Campus Life and necessary committees to distribute these funds.

Amount Requested: \$ 300

Reasoning: We are planning to host various workshops and events at BCIT. Funds will be used for those events and workshops.

To Be Used For: Events such as "Veggie Exhibition", "Free Card and Free Delivery" and workshops such as "How to reduce plastic waste" and "Observing Merits and Appreciating Kindness".

Refer to BCITSA club funding document for additional funding/budget requirements and general information.

Club Sustainability

Given the section above every club should also have a sustainability plan set in place to ensure the longevity of the club at BCIT. In a few sentences, describe your plans for sustainability for this year and years to come:

This club will be supported by Miao Fa Buddhist Society and we will make sure that we will have people to take over executive roles as current executive team members graduate.

A common way of collecting funds for club operations is to charge a membership fee for new club members. If you plan to charge a membership fee, please state the amount and what this will entitle the club's members to:

Membership Fee (If Any): \$ 0

Entitles Member To:

Club Agreement

The Bliss and Wisdom Young Adults - BCIT club is now sanctioned under the BCITSA, and has read, and agrees to follow the BCITSA club requirements listed below:

This club agrees and understands that should they violate any rules of the BCITSA Club package, the BCITSA By-Laws & Constitution, Policies & Procedures, the BCIT Policies & Procedures and the Code of Conduct, they may be subject to de-sanctioning.

This club has successfully completed the Club's Constitution document, approved by the VP Campus Life and Clubs Coordinator.

Any amendments to the rules and/or guidelines in which the BCITSA clubs operate under, by VP Campus Life, shall be considered valid under the BCITSA Policies and Procedures.

We, the Bliss and Wisdom Young Adults - BCIT club, are liable for all unauthorized debts incurred by the club. We agree not to enter into any contractual relationship unless it is authorised by BCITSA. We are also aware and agree that the club may be termed "dissolved" as a result of a majority vote of the BCITSA Student Council.

Signatures:

Club President 

Club Treasurer 

VP Campus Life _____

BCIT Student Association

BCITSA Club Application Document

www.bcitsa.ca

Last Amended:
2015-06-02

Steps for BCITSA Club Sanctioning

Step 1 Complete the BCITSA Package for applying to be a new club including:

- Club Proposal Form
- General Information
- Membership List
- Club Agreement
- Budget Requests (If Any)/Club Financial Sustainability

Step 2 Submit completed package to the Clubs Program Coordinator at clubs@bcitsa.ca. This will be reviewed with the VP Campus Life.

Step 3 Next, you will be invited to represent the interests of your club at a Student Council meeting (see steps 3-5). At least one member must represent your club at the Student Council Meeting.

Step 4 After a brief 5 minute presentation about your club and its general operations, the BCITSA Student Council will approve, reject or further question/ request information regarding your club.

Step 5 Next, a vote will take place to sanction your club and once approved you may begin running your clubs operations.

Step 6 You will be contacted by the VP Campus Life or the Clubs Program Coordinator for a mandatory training session where you will be lead through club By-Laws and Procedures regarding clubs rights and responsibilities of operations. You will also be assisted with creating your Club's Constitution document in which you will operate under.

Step 7 Submit constitution document to VP Campus Life for approval, before receiving any Student Association benefits/funding. This must be submitted within 30 days after sanctioning from council. If not received, the issue will be brought forward to council.

****Please contact the Clubs Program Coordinator in the Uconnect Office in building SE2 at clubs@bcitsa.ca or 778-331-1328 if you have any questions.**

Club Proposal Form

Please complete the following forms and submit to the Clubs Program Coordinator.

This proposal is meant to provide a better understanding for the BCIT Student Association regarding your reasoning for starting a club, including your expectations and goals for the year.

Club Name: English Corner

Please choose the type of the club you wish to start:

- Academic/Educational
- Social/Religious
- Athletic/Sporting
- Other: _____

Club Mandate/Objective:

The purpose of the club is to help newcomers to Canada who attend BCIT to make new friends and practice conversational English.

Outline what you intend to accomplish upon sanctioning:

Hold a weekly English Corner which is a space for all students to come, meet new friends, practice conversational English, and plan activities together.

Briefly explain how your club will benefit student life: (give a few examples)

Many new students to BCIT and newcomers to Canada do not have a connection to a community or new friends. English Corner will provide an opportunity for people to connect and overcome the isolation that affects so many people.

Promotional Paragraph to be used on the BCITSA website (mandatory):

English Corner is an informal way to practice conversational English and make new friends. At English Corner participants share their ideas and discover ways to build community.

Website Contact Email: peiman.dadkhah@gmail.com

General Information

The following information will be released in the BCITSA council meeting and meeting minutes. Please ensure that it is suitable for publication. Only club contact information will be published on our website.

Club/Organization Name: English Corner

Acronym (if applicable): _____

Contact E-Mail: _____

Contact Phone Number: _____

EXECUTIVE MEMBERS

President

Name: Peiman Dadkhah

Phone: 778-708-6781

E-Mail: Peiman.dadkhah@gmail.com

Signature: _____

Vice President

Name: _____

Phone: _____

E-Mail: _____

Signature: _____

Treasurer

Name: _____

Phone: _____

E-Mail: _____

Signature: _____

Other Executive: _____

Name: _____

Phone: _____

E-Mail: _____

Signature: _____

FACULTY ADVISOR (not mandatory, but recommended)

Name: _____ Department: _____ Ext: _____

E-Mail: _____ Signature: _____ Date: _____

FOR OFFICE USE

Date Application Received: _____ Received by: _____

Membership List

Club Name: English Corner

- In order to prove there is sufficient interest in starting your new club, this document must be filled out in full.
- Treat this list as an initial membership of the club. If you have additional members, please add an additional page.
- Please ensure full names are printed clearly. Otherwise it could delay your application and influence your funding. (This application will not be processed if names are missing or illegible)
- This Membership List will be kept confidential by the BCITSA upon sanctioning, and will not be included in the meeting minutes.

	Full Name	Signature	Email	BCIT Program	Year of Schooling
1	Shima Kamalian		Shima_kamali@hotmail.com	INTD	2 nd
2	Diba Taghvai		dtaghvai@gmail.com	FMGT	2 nd
3	Peiman Dadkhah		pdadkhah@my.bcit.ca	ECET	2 nd
4	Moshtagh Mohammadi		Moshtagh94@gmail.com	Civil	1 st
5	Samira Niakan		samiraniakan@gmail.com	FMGT	1 st
6	Lena Maani		lmaani@my.bcit.ca	INTD	1 nd
7					
8					
9					
10					

- ✓ Additional membership sheet attached? Yes _____ No _____
- ✓ Total number of members: _____

Budget Request – For New Clubs

More detailed budget/funding section to be covered in your Club Constitution document. This section should directly align with the constitution document.

Every year, the BCITSA helps our clubs operate by setting aside an amount of money to be distributed amongst our sanctioned clubs. This money is broken up into three accounts for existing/returning clubs, newly sanctioned clubs, and clubs that compete. Every club is eligible to apply for funding, but it is at the discretion of the VP Campus Life and necessary committees to distribute these funds.

Amount Requested: \$0 -

Reasoning:

English Corner is a program offered by Colibri a non profit organization in Vancouver and Richmond

To Be Used For

Some snacks and field trips

Refer to BCITSA club funding document for additional funding/budget requirements and general information.

Club Sustainability

Given the section above, every club should also have a sustainability plan set in place to ensure the longevity of the club at BCIT. In a few sentences, describe your plans for sustainability for this year and years to come:

The English corner will raise others in the school who are interested to help others in their community to assist with the program. There are simple trainings for those who would like to assist, so any student can join the club. This will allow the club to continue to be sustain by students from BCIT, and support of the Colibri organization.

A common way of collecting funds for club operations is to charge a membership fee for new club members. If you plan to charge a membership fee, please state the amount and what this will entitle the clubs members to:

Membership Fee (If Any): \$ 0_____

Entitles Member To:
