

## Executive Committee Meeting Agenda

Friday June 16<sup>th</sup>, 2017

5:30pm – 7:30pm

- 1.1 Call to Order
- 1.2 Acceptance of the Agenda
- 1.3 Acceptance of Meeting Minutes: May 8<sup>th</sup>, 2017
- 1.4 Leader's Hall Overview
  - 1.4.1 Leader's Hall Report (10 min.) - *Sergey B.*
- 1.5 Governance Information Report (5 min.) - *Sergey B.*
- 1.6 Determining Executive Communications Platform (10 min.) - *Sergey B.*
- 1.7 Satellite Campus Communication (5 min.) - *Tim C.*

*Suggested Motion: Be it resolved that the Satellite Councillors representing AIC, BMC and DTC be added to the Executive communications platform.*
- 1.8 New Student Centre Building Committee (10 min.) - *Moshtagh M.*
- 1.9 Rescheduling Whistler Trip (10 min.) - *Tim D.*

*Suggested Motion: Be it resolved that the Whistler training trip be moved to August 18-20, 2017, providing similar accommodations can be acquired, to a maximum cost increase of 20%.*
- 1.10 Open Forum (10 min.)
- 1.11 Reminders
  - 1.11.1 Next Meeting: Monday, June 26<sup>th</sup> – 5:30pm, room 317
- 1.12 Meeting Adjournment

**Executive Committee Meeting  
Friday, June 16<sup>th</sup>, 2017  
Minutes**

- Executives:** Sergey Bukharov – President  
Timothy Cheng – VP Finance & Administration  
Sophia Romero - VP Campus Life  
Vasyl Baryshnikov – VP Student Affairs  
Timothy David – VP External  
Adbiel Tabaco– Chair, School of Health Sciences  
Spencer Pollock – Chair, School of Computing & Academic Studies  
Christian Colquhoun – Chair, School of Business  
Moshtagh Mohammadi – Chair, Schools of Transportation, Construction & the Environment  
Dean Tamboline – Chair, School of Energy  
Mark Malczewski – Chair, Aerospace Technology Campus  
Emilio Da Silva – Downtown Campus
- Staff:** Caroline Gagnon, Executive Director  
Darla Williscroft, Administrative Coordinator
- Absent:** Philip Romanov – Marine Campus  
Joey Jacome – Annacis Island Campus

### 1.1 Meeting Called to Order

The Chairperson, Sergey, calls the meeting to order at 17:33 (11 voting members, including Chair).

### 1.2 Acceptance of the Agenda

**Motion:**

Be it resolved that the agenda be accepted as distributed.

*Moved by: Dean Tamboline*

*Seconded by: Adbiel Tabaco*

**Amendment to the Motion:**

Be it resolved that item 1.5 "Governance Information Report" be removed from the agenda.

Be it further resolved that the meeting ends at 18:30.

Be it further resolved that item 1.5 "Executive Director's Report" presented by Caroline, with 10 minutes allocated to speak, be added to the agenda.

*Moved by: Sergey Bukharov*

**Unanimous Carried**

**Motion:**

Be it resolved that the agenda be accepted as distributed and amended.

*Moved by: Dean Tamboline*

*Seconded by: Adbiel Tabaco*

**Unanimous Carried**

### 1.3 Acceptance of the Minutes

**Motion:**

Be it resolved that the Council Minutes from 2017-05-08 be accepted as distributed.

*Moved by: Adbiel Tabaco*

*Seconded by: Timothy Cheng*

**Unanimous Carried**

### 1.4 Leader's Hall Overview

#### 1.4.1 Leader's Hall Report

- Sergey presents. See attached report.
- BCITSA has always shown dominant role at Leader's Hall. Timothy David was invited to speak there next year.

- Might explore Entertainment Team idea for the SA. With a similar model to Simon Fraser University we could potentially forecast the same profits.
- Key to any event is student engagement.
- Would like to set individual or position-related objectives for conferences before going to them in the future. Objectives will help you to focus and keep in sight what your goal is to get from there; find that it is easy to get pulled into different directions from people around you.

**Discussion:**

- What kind of entertainment does Simon Fraser University offer?
  - They have 4 executives, including a VP Internal. They created a committee which serves as a department of 3 - 4 people to run events like "sex toy bingo" where they make about \$10,000 a month.
- Did you feel it was worth going without the goals?
  - Absolutely. Our image was great and we had a lot of positive feedback. We want structure to follow, some sort of guidelines. Without knowing what you would like to get out of it is still fine when you go, but the experience would be enhanced with a plan.
  - Surrounded by people with different ideas which can influence your own goals of the conference. For example brought up our experience with the U-Pass because I wanted to see what was happening in other provinces.
- Some of the take-aways I would like to discuss as a group as some of them have come up in the past. Would like to see everyone get on the same page, especially for federal lobbying. Spent a lot of time at Whistler last year talking about this.

**1.5 Executive Director's Report**

- Childcare going well, on course to finish 2017-08-22. Next week we are starting to send notices to parents that they can register their children. It is bare bones right now.
  - Spent more on security than what we wanted to. Last year we found some holes in security with an incident that occurred. Spent \$15,000 more than we wanted to originally as a result of necessary upgrades. We want to keep children safe.
- Working on the new Entrepreneurship Centre in the Library. Same architects as what we had on the third floor, but it will be cheaper. The Centre will consist of one large classroom which students can book during the day through the Library. In addition, there will be two offices for SA staff, and two for BCIT staff. We pay for construction and office furniture for our offices; BCIT will cover costs for the lounge, the classroom, audio and visual, and their offices. The Centre will cover about a third of the library's main floor. Peer tutors will move up to a higher floor, and a counter staff will be available to help students do entrepreneurial research. BCIT is also purchasing an entrepreneur database. This is expected to be complete in October 2017.
  - This will be a place for innovation. Will look very different from what you would normally see on campus. Construction is set to start in August once costs are finalized; approximately \$300,000. Will bring it to Council for discussion.

- Our staff are in planning mode for the fall. Operations are on reduced hours, but students are happy that we are the only ones open.
- Habitat kitchen renovations will take place in July. Taking down a wall and adding equipment. Will be a relatively small project.

**Discussion:**

- Will the Entrepreneurship Centre be similar to the renovated Downtown campus?
  - May be similar in looks. The audio and visual equipment will be similar. BCIT may upgrade more in the future. The look will be modern.

**1.6 Determining Executive Communications Platform**

- We are currently using Facebook, text, Outlook email, Slack and Whatsapp. We should choose a single platform to use for informal communications.

**Discussion:**

- Since June our informal communications have been mostly through Facebook; it would be nice to keep that. For formal communications, Outlook is the way to go as it allows us to keep a record for the future executives when they come in. If we are looking to have a lunch meeting, the informal way through Facebook would be the best.
- Slack would be a good option for informal communications. Outlook is definitely used for formal. Do not like Facebook because it is not something that should be used for work purposes.
- Regarding Slack: Does it keep track of conversations?
  - Up to 10 thousand messages are stored on the server. The pro version is a paid service.
- Slack is more versatile and not distracting. It has the ability to create a thread which groups ideas. Will likely be used in the future more often.
- How did the communications work last year? What was used?
  - Last year we used email for things related to our positions. We used Whatsapp for informal chats. We did not use Facebook or Slack; Facebook was used a little bit at the start of the year.
  - Whatsapp was great for simplicity. It was for very casual conversations. Anything formal was through Outlook email.

**Motion:**

Be it resolved that Slack be the informal Executive communications platform.

*Moved by: Christian Colquhoun*

*Seconded by: Vasyl Baryshnikov*

**Discussion on Motion:**

- Who would be willing to train me on Slack?
  - Christian and Spencer volunteer.

- Do you have the time to come to campus to do so?
  - Not really.
- For information, Slack would not be supported by tech in case anything crashes.
- Do we really need an official informal platform? Outlook is perfectly fine. If you need to, you can just message anyone.
  - Agree with that. I do not think we need another app to download. If it is just for something informal, like to grab a beer, Facebook is there and we have already been using it. Do not see a point in downloading another platform if it is for something so informal. If it is a meeting, it needs to go through Outlook anyways. Most of us are also probably already on Whatsapp.
- Facebook is unprofessional. With Slack you can group things together. There will be someone who has to download an app regardless of what we choose. Learning to use Slack is a great opportunity as we may be using it in our future careers.
- Can you search messages?
  - Yes, and you can pin anything.
- Fine with whatever option we choose. It does not matter if Facebook is unprofessional as this is for informal communications anyways. If only one person has to get Facebook it is not a problem.

**Amendment to the Motion:**

Be it resolved that Facebook be the informal Executive communications platform.

*Moved by: Adbiel Tabaco*

*Seconded by: Moshtagh Mohammadi*

**8/2/0 Carried**

**Discussion:**

- Agree with previous point. We are using Facebook already and it is easy to use.
- Do not need to reinvent the wheel. We have been fine with it so far. We do not need to search through messages and it does not need to be formal.

Calling the question to vote on Motion.

*Moved by: Christian Colquhoun*

*Seconded by: Vasyl Baryshnikov*

**Unanimous Carried**

**Motion:**

Be it resolved that Facebook be the informal Executive communications platform.

*Moved by: Christian Colquhoun*

*Seconded by: Vasyl Baryshnikov*

**8/2/1 Carried**

### 1.7 Satellite Campus Communication

- Currently only the elected Executives are in the Facebook chat. Would like to bring in all of the Satellite Councillors as well so that we are all using this tool. It is quicker to communicate and we should not exclude members. At the end of things we will not be seen as our roles, just as students; I want everyone unified.

**Motion:**

Be it resolved that the Satellite Councillors representing Annacis Island Campus, Marine Campus and Downtown Campus be added to the Executive communications platform.

*Moved by: Timothy Cheng*

*Seconded by: Timothy David*

**Discussion:**

- Why do we need to involve them?
  - Includes them in the action, keeps them involved, and lets them understand what is happening.
- What does this mean?
  - Adding them to the Facebook chat.

**Amendment to the Motion:**

Be it resolved that the Satellite Councillors representing Annacis Island Campus, Marine Campus and Downtown Campus be added to the Executive communications platform.

Be it further resolved that the above Councillors be included in the student Executive mailing group on Outlook.

*Moved by: Timothy Cheng*

*Seconded by: Vasyl Baryshnikov*

**Unanimous Carried**

**Motion:**

Be it resolved that the Satellite Councillors representing Annacis Island Campus, Marine Campus and Downtown Campus be added to the Executive communications platform.

Be it further resolved that the above Councillors be included in the student Executive mailing group on Outlook.

*Moved by: Timothy Cheng*

*Seconded by: Vasyl Baryshnikov*

**10/0/1 Carried**

### 1.8 New Student Centre Building Committee

- Have appointed Dean as co-chair for the Student Space Committee.

- Justin Prasad, previous chair for the Student Space Committee, discussed that if the building was to stay with the Student Space Committee it would take too much time from other issues that are smaller and would normally be talked about.
- It would be nice to make a new committee consisting of a few members of the Student Space Committee. They would not have voting rights, but will act as an advisory to the full Student Space Committee and report back to them. The Student Space Committee will use this information from the Student Centre Committee and vote based on their advice. If an issue needs to, it would go to the full student council. Once Council is formed and appointed, we can make a new sub-committee, calling it the Student Centre Committee.

**Motion:**

Be it resolved that a sub-committee be made to the Student Space Committee to act as an advisory board to the Student Space Committee

*Moved by: Moshtagh Mohammadi*

*Seconded by: Dean Tamboline*

**Discussion:**

- What does voting rights mean?
  - If there is any case where additional items or adjustments that need to be made which may require a vote, it would have to go back to the Student Space Committee as it is under their responsibility. Anything added or removed is when voting is required.
- The Committee was given authority to do the functional planning as a guide of what the building should be. If we were to include Aboriginal Services, it would change a bit of the spirit of the building and it would have to go back to costing and the functional plan. The Student Space Committee has a right to use the budget allocated to it and the building fees once they are collected. For the student building, the price would have to come to Council if there was a change to the functional plan. Before going to Council, a change would have to come back to the Committee for adoption.
- Student Space Committee right now deals with spaces on campus. We should have a new Committee.

**Amendment to the Motion:**

Be it resolved that a new committee be made for the Student Centre Building.

*Moved by: Christian Colquhoun*

**Discussion on Amendment:**

- The only people familiar with the building are Moshtagh and Dean. If a new committee was created it would have to have another chair and co-chair. It would be



easier to have a sub-committee as it would already have people who have been involved in the project.

- Does it need to be led by two members of the executive board? Would perhaps Dean or Moshtagh each take a committee? I know Justin Prasad would like to be involved if he is returning.

Calling the question to vote on Amendment to the Motion.

*Moved by: Timothy Cheng*

**7/4/0            Failed**

### **Motion to Table**

*Moved by: Timothy Cheng*

**8/2/1            Carried**

## **1.9    Rescheduling Whistler Trip**

### **Discussion:**

- Who can make it if we were to move it?
  - Would have to check with work.
- Crankworx mountain biking event is on that weekend. Bev has looked into it and we cannot re-book.

## **1.10   Open Forum**

No discussion.

## **1.11   Reminders**

**1.11.1**    Next meeting: 2017-06-26 at 17:30, Council Chambers

## **1.12   Meeting Adjournment**

It was moved by Sergej that the meeting be adjourned.

The meeting was adjourned at 18:41.

## **REPORT**

For: Executive Committee

Date: June 4 - June 8, 2017

Location: Niagara Falls

Attendees: Sergey Bukharov, Timothy David

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### [Executive Summary](#)

Leader's Hall is a cross-Canada invitation-only conference designed as a way of training, preparing and connecting student leaders across various student associations in the country. The BCIT Student Association sent two delegates this year, Sergey Bukharov and Timothy David, to represent our association, network with other association representatives, learn about governance, and increase inter-team cohesion.

The delegates were successful in representing our association as a strong, professional player among similar Canadian organizations. The conference also gave the delegates a chance to learn about and discuss issues facing other student associations. As another result, the delegation experienced an increased internal cohesion, leading to the conclusion that similar future events are a fantastic team-building opportunity.

The delegation agreed on a number of recommendations for the Executive Committee as a result of this conference. These include:

1. Tapping into more event-based revenue streams
2. Dedicating significant resources to increase student involvement
3. Continuing to invest in sustainability, especially in the context of the new student building
4. Setting concrete objectives to be accomplished at future conferences, prior to attendance

Though no objectives were set at the outset of the conference, it is the delegates' belief that the conference was successful, purely on the basis of information gathered, connections created, and gains made in teambuilding.