

Executive Committee Meeting Agenda
Monday, August 28th, 2017
11:00am – 12:30pm

- 4.1 Call to Order
- 4.2 Acceptance of the Agenda
- 4.3 Acceptance of Meeting Minutes
 - 4.3.1 June 26th, 2017
 - 4.3.2 July 10th, 2017
- 4.4 Executive Director's Report - *Caroline Gagnon*
- 4.5 Orientation Information - *Sophia Romero*
- 4.6 Conference Discussion (30 min.) - *Timothy Cheng*
- 4.7 Upcoming Executive Meetings Discussion - *Timothy Cheng*
- 4.8 Open Forum
- 4.9 Reminders
 - 4.9.1 Training Day 1 – 2017-08-29 from 09:00 to 16:15 in Council Chambers
 - 4.9.2 Training Day 2 – 2017-08-30 from 08:30 to 15:15 in Council Chambers
- 4.10 Meeting Adjournment

**Executive Committee Meeting
Monday, August 28th, 2017
Minutes**

- Executives:** Sergey Bukharov – President
Timothy Cheng – VP Finance & Administration
Sophia Romero - VP Campus Life
Christian Colquhoun – Chair, School of Business
Spencer Pollock – Chair, School of Computing & Academic Studies
Adbiel Tabaco– Chair, School of Health Sciences
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:** Joey Jacome – Annacis Island Campus
Timothy David – VP External

4.1 Meeting Called to Order

The Chairperson, Sergey, calls the meeting to order at 11:00 (9 voting members, including Chair).

4.2 Acceptance of the Agenda

Motion:

Be it resolved that the agenda be accepted as distributed.

Moved by: Sergey Bukharov

Unanimous Carried

4.3 Acceptance of Meeting Minutes

4.3.1 June 26th, 2017

Motion:

Be it resolved that the Executive Committee Minutes from 2017-06-26 be accepted as distributed.

Moved by: Sergey Bukharov

Unanimous Carried

4.3.2 July 10th, 2017

Motion:

Be it resolved that the Executive Committee Minutes from 2017-07-10 be accepted as distributed.

Moved by: Sergey Bukharov

Unanimous Carried

4.4 Executive Director's Report

- Daycare: Still under construction, but will be ready for kids when they arrive on 2017-09-01. On budget but some items had to be removed, will come to council for approval. Had to remove a canopy from the designs to make it work; this will be brought forward in 2018. It looks great; go in and tour it before the morning of 2017-09-01. Final inspection is today [2017-08-28] with city Inspector. Licensing Inspector will be in on 2017-08-30 to see it; she has been coming periodically so we know there are no issues. It feels bigger than expected. At 15 registrants, left 10 spots open to allow students to register before school starts. Will be open to community

registrations 2017-09-15. Phase two, the infant/toddler section, will start with 2017-10-15 as the opening date. Will have an official announcement in October once phase two is completed.

- Entrepreneurship Centre: Construction was supposed to start in August. The cost was double the budget. Met with contractor and architect to eliminate items to make it meet budgetary constraints. Waiting for second round of costing. Meeting with Library in two weeks to determine timeline.
- Lots of new staff at the SA. All positions have been filled except for servers and cashiers. Waiting to advertise for student positions; two Health and Wellness assistants. Have hired two students for the SA Centre.

Discussion:

- When would construction on the Entrepreneurship Centre happen?
 - Could do construction at night for a premium. Was hoping to do a 5:00 – 13:00 schedule, but once school starts we cannot do that. Can start construction in May and pre-order materials to make the timeline shorter. The programming will not be impacted, will just be held in different areas of campus.
- Can we promote the space with posters in the library?
 - Yes we can to get people excited about it coming and to spread the word.
- When will we receive final student counts for councillors?
 - Will have it by 2017-09-15.

4.5 Orientation Information

- Held 6 training sessions; 120 students coming on 2017-09-05 to volunteer. Executives please come and help! Please arrive between 9:00 and 14:00. T-shirts can be picked up from the office. Would like to see every program have a campus tour.

Discussion:

- Encourage Chairs to go to their respective Schools to do their orientations to promote SA services and social media. Will have a lot of contests on social media to promote.
- Will we know about prizing to help promote social media and contests?
 - Sophia will send a list.
- Are we allowed to win prizes?
 - No, but participate in the contests anyways!

4.6 Conference Discussion

- Not everyone attended the whole Student Union Development Summit. Did anyone have questions about the weekend?

Discussion:

- Did they give a form for feedback?
 - Not that we are aware of.

- Feel like we missed out on some relationships by not staying on campus in the residences. The team building and information sharing happened outside of formal meetings and discussions.
- The Summit was a lot of fun and gave me a chance to get to know the team. Liked all of the talks and got something out of them except for one. Gave good ideas and a chance to interact with the team in discussion.
- Some of the workshops were quite beneficial. By having more people attend the same workshop I felt like we gained more.
- What was the most beneficial thing from this conference?
 - Sexual harassment and governance and due diligence workshops were the most beneficial for me. As long as I share my knowledge, I feel like there were benefits from attending.
 - The workshops where you bounce ideas off other students attending were the most beneficial. It was less about the presenters and more about the other people attending with previous experiences we can pull from. Not sure that it was worth sending everyone.
- There were a few sales pitch workshops. A few students going there were taking notes and creating reports from what they learned from the workshops to justify why they attended. Please type out your notes and share with the team. We should show value and take-aways if we attend conferences like this. Maybe have 4 people attend one day and swap for another 4 the next day.
- We missed the early bird passes although we made the deadline as they sold out of early bird pricing.
- We can do bonding without spending that much money. As a Chair position, I do not feel like I gained much for my role, just on a personal level.
- Bothered me that we spent all that money and some people only went for one day. If we make the commitment to spend money, you made a commitment to attend.
- Do not think it is worthwhile to send the entire board. We can bond in other ways. Maybe send VP Student Affairs and VP Campus Life next year since they do not get to attend other conferences.
- If we want team bonding we should do a monthly event together outside of our duties.

Motion:

Be it resolved that two representatives be sent to the Student Union Development Summit in 2018 with the option of taking accommodations, at the discretion of Council.

Moved by: Adbiel Tabaco

Seconded by: Spencer Pollock

Discussion on Motion:

- Easier if people stay there in accommodations, but I do not see the benefits. We all live in the region.

- Feel that Chairs should be sent or those who have not had a chance to attend a conference previously.

Amendment to the Motion:

Be it resolved that the motion be amended to include the following, following “the discretion of council”: with priority to be given to executives who have not previously attended a conference during their term.

Moved by: Moshtagh Mohammadi

Seconded by: Dean Tamboline

Amendment to the Amendment:

Be it resolved that the motion be further amended to replace two representatives with three.

Moved by: Christian Colquhoun

Seconded by: Dean Tamboline

Discussion on Amendment to the Amendment:

- In previous years we only sent the VP External. If we send more than one or two people we have to justify based on what is being offered. Our staff can train on many of the same topics; we need to trust our staff and their knowledge.
- Found that last year when only two of us attended we wished there had been three of us so we could gain knowledge from all three workshops being offered at the same time.
- With three workshops at a time it makes sense to send three so that we do not miss information. On the comment about the lack of trust in staff, I do not think this is the reason. We are going to talk with other students mainly.

Calling the Question:

Moved by: Timothy Cheng

Seconded by: Spencer Pollock

7/1/0

Carried

Amendment to the Amendment:

Be it resolved that the motion be further amended to replace two representatives with three.

Moved by: Christian Colquhoun

Seconded by: Dean Tamboline

7/1/0

Carried

Discussion on Amendment to the Motion:

- No discussion.

Amendment to the Motion:

Be it resolved that the motion be amended to include the following, following "the discretion of council": with priority to be given to Executives who have not previously attended a conference during their term.

Moved by: Moshtagh Mohammadi

Seconded by: Dean Tamboline

7/1/0

Carried

Discussion on Motion:**Calling the Question:**

Moved by: Abbiel Tabaco

Seconded by: Christian Colquhoun

8/0/0

Carried

Motion:

Be it resolved that three representatives be sent to the Student Union Development Summit in 2018 with the option of taking accommodations, at the discretion of Council, with priority to be given to Executives who have not previously attended a conference during their term.

Moved by: Abbiel Tabaco

Seconded by: Spencer Pollock

8/0/0

Carried

4.7 Upcoming Executive Meetings Discussion

- No discussion.

4.8 Open Forum

- I [Sergey] was invited by Kathy Kinloch to attend a conference in Seattle about the Cascadia Corridor. BCIT will cover all expenses except for travel. If the SA will not cover this, I [Sergey] will pay out of pocket. The main result of my attendance is that I will continue to build a relationship with the BCIT Executives, including Kathy. I intend to bring my girlfriend to share the hotel with. I estimate that the cost of travel will be at most \$400.
 - Not sure where we will find money in the budget for this, but you do have discretionary money in the President account. Not sure about Kathy's intention of bringing you.
 - There is also a conference line item.
 - What are you asking for this money for exactly? Could we offer petty cash to just cover the gas expense and parking?

- The Canadian Revenue Agency determines an amount for mileage costs which includes gas and maintenance. We would not do \$300 as petty cash.
- Okay with giving money, except you intend to bring your girlfriend. It loses the benefit of bonding with the BCIT Executives; it seems more like a personal, fun trip.
- Think that \$300 is too much to drive down. A train will take you directly to Seattle and would be a lot cheaper.
- Since this is not an SA event, and there is no direct benefit to students for you to attend. I do not feel that the SA should cover it. I also agree with the girlfriend comment. If you bring her, split the cost of gas with her.
 - I would justify the cost of the conference as the cost of a poor relationship with Kathy would be more than \$300. In regards to bringing the girlfriend, I do not feel that would have an impact.
- If this was beneficial to students I would have no issue. I do not think that there would be a loss regarding the relationship with Kathy. This should be the main goal if you are attending. At Whistler we agreed to not bring other people so that we could focus on the team without distractions.
- Putting a price on the relationship with people is unfair. Take her out for dinner instead.
- This is a great opportunity for you to bond with the President of BCIT. Do not like that you are bringing your girlfriend; I know I would be distracted. Keep your gas and parking receipts, we could cover that.
- Fine with having the receipts reimbursed. Kathy is not the type of person I can call up and bring out to dinner. Kathy's secretary recommended that I bring the girlfriend along.
- If we are going to fund it, I would like a report back to Council on what you talked about. Would you be able to take questions from others to speak to her about? If we can have her answer some difficult questions I can see the benefit of you attending.
 - Would be willing to provide a report. We could formally create a conference report policy.
- The conference is 2017-09-15.
- Fine with you going without your girlfriend and look into a cheaper travel option. Your Presidential account could cover a Greyhound ticket.

Motion:

Be it resolved that the President of the SA be granted permission to claim both direct gas and parking expenditures from the Cascadia Innovation Corridor conference on 2017-09-15.

Moved by: Christian Colquhoun

Seconded by: Dean Tamboline

Amendment to the Motion:

Be it resolved that the motion be amended to include the following at the end: provided that he gives a report to the Executives.

Moved by: Emilio Da Silva

Seconded by: Christian Colquhoun

7/1/0 Carried

Discussion on Motion:

- Do not need a motion as you can get there for under \$200 on a Greyhound.

Calling the Question:

Moved by: Christian Colquhoun

Seconded by: Dean Tamboline

7/1/0 Carried

Motion:

Be it resolved that the President of the SA be granted permission to claim both direct gas and parking expenditures from the Cascadia Innovation Corridor conference on 2017-09-15, provided that he gives a report to the Executives.

Moved by: Christian Colquhoun

Seconded by: Dean Tamboline

4/4/0 Not Carried

4.9 Reminders

4.9.1 Training Day 1 – 2017-08-29 from 09:00 to 16:15 in Council Chambers

4.9.2 Training Day 2 – 2017-08-30 from 08:30 to 15:15 in Council Chambers

4.10 Meeting Adjournment

It was moved by Sergey that the meeting be adjourned.

The meeting was adjourned at 12:30.