

Executive Committee Meeting Agenda
Monday, July 23rd, 2018
5:30pm – 7:30pm

- 2.1 Call to Order
- 2.2 Acceptance of the Agenda
- 2.3 Acceptance of Meeting Minutes: June 25th, 2018
- 2.4 Old Business
 - 2.4.1 Executive Director's Report - *Caroline G.*
- 2.5 New Business
 - 2.5.1 Set Representative Selection - *Justin C.*
 - 2.5.2 LAN Party Update and Volunteer Callout - *Justin C.*
 - 2.5.3 Project Proposal to CIO Roy Hart - *Justin C.*
 - 2.5.4 Computing Clubs - *Justin C.*
 - 2.5.5 Internal Policy Review – Round 6 - *Tim D.*
 - 2.5.6 Potential Benefit Plan Modifications - *Tim D.*
- 2.6 Open Forum
- 2.7 Reminders
 - 2.7.1 Executive Training in Whistler – August 24-26th
 - 2.7.2 Next Executive Committee Meeting: August 26th – 8:30am
 - 2.7.3 Executive Training on Campus – August 27th & 28th
- 2.8 Meeting Adjournment

Executive Committee Meeting
Monday, July 23rd, 2018
Minutes

- Executives:** Justin Cervantes – Chair, School of Computing & Academic Studies
Christian Colquhoun – VP External
Timothy David – President
Matt Hardwick – Chair, School of Business
Jordan Holden – VP Campus Life
Cory Pope – Chair, School of Energy
Chris Samra – Chair, Schools of Transportation, Construction & the Environment
Eiryll Sanchez – VP Student Affairs
Henry Vo – VP Finance & Administration
- Satellite
Councillors:** Spencer Glodek – Downtown Campus
- Staff:** Caroline Gagnon, Executive Director
Darla Williscroft, Administrative Coordinator
- Regrets:** Joey Jacome – Annacis Island Campus

2.1 Meeting Called to Order

The Chairperson, Timothy, calls the meeting to order at 17:45 (8 voting members, including Chair).

2.2 Acceptance of the Agenda

Motion:

Be it resolved that the agenda be accepted as distributed.

Moved by: Christian Colquhoun

Seconded by: Justin Cervantes

7/0/0 Carried

2.3 Acceptance of the Minutes: 2018-06-25

Motion:

Be it resolved that the Council minutes from 2018-06-25 be accepted as distributed.

Moved by: Jordan Holden

Seconded by: Chris Samra

Discussion:

Amendment:

Be it resolved that item 1.5.4 be amended as follows:

- The top 3 high risks for our students are, based on **MyWellness Assessment**:
 - Attention deficit hyperactivity disorder: 87% of students were not previously diagnosed with this disorder. Students are claiming symptoms to their doctors to have access to Adderall or similar medications. Other schools do not see this trend.
 - This constitutes **the risk of** substance abuse.

Moved by: Timothy David

Seconded by: Henry Vo

7/0/0 Carried

17:50 Councillor joins. Count is 9.

Amendment:

Be it resolved that voting results be reduced by one vote as Satellite Councillors are non-voting parties. All previous votes were unanimous.

Moved by: Timothy David

Seconded by: Justin Cervantes

8/0/0 Carried

Motion:

Be it resolved that the Council minutes from 2018-06-25 be accepted as distributed and amended.

Moved by: Jordan Holden

Seconded by: Chris Samra

8/0/0 Carried

2.4 Old Business

2.4.1 Executive Director's Report

- Entrepreneurship Centre is to be complete at the end of August and operational for the start of classes in September.

- We are not doing fixed-cost pricing for NE1. Will do construction management to reduce costs. There are issues in the pub with construction. Will be opening next week.

- Internal employee engagement survey was conducted; received responses from 99 out of 128 employees.
 - 82% satisfaction rate regarding work-life balance.
 - 92.1% of employees would refer others to work here.
 - Wages were only area where the SA lagged with 49% of agreeing with, and 33% neutral to current compensation package.
 - Lots of recommendations and ideas provided by staff. By August the responses will be sent out to staff. Will conduct the survey every two years.

- Every two years a Part Time Studies (PTS) survey is completed by BCIT asking students about campus services, including our own.
 - Not pleased about how many PTS students know about our services. An identified issue is students knowing about our services in general; if they used our services they were satisfied. Will work with marketing to reach these students. About a quarter of PTS students are distance learners. In regards to the U-Pass, PTS students taking 3 or more courses would be in favour of having it.

Discussion:

- What happened in NE1 when the pop-up shop was shut down?
 - The ventilation air intake was boarded up by previous tenants causing the fridge shut down. The technician removed this and fixed this issue. We reopened the next morning.

- Why is the employee survey done every two years?
 - Need a lot of resources to conduct and enough time to complete resulting strategies from the previous survey.

- Are there separate campus-specific statistics for PTS students? This may be a Downtown Campus issue more than a Burnaby one as a lot of PTS students are there.
 - Not on this report, could dive in a bit more likely. We should be able to serve those students who are taking 3 or more courses.
 - Downtown the PTS students spoken to bemoan the lack of U-Pass.

2.5 New Business

2.5.1 Set Representative Selection

- Working on contacting Program Heads of School, but they are not supporting this process anymore; Computer Information Technology and Computer Systems Technology have opted to not assist. Since programs are split between Burnaby and Downtown it will be very time consuming and a challenge to find these students.

Discussion:

- Have you spoke with the Dean or Associate Dean about this?
 - Will be soon. They do not like doing this because of the class time involved.
 - The leadership of BCIT have agreed to support this as an institute-wide program.

2.5.2 LAN Party Update and Volunteer Callout

- LAN party will occur on either 2018-11-19 or 2018-11-26.
- Games have been selected. Looking for help with marketing and promotions. Budget is to be determined. Would like additional volunteers for the event day.

2.5.3 Project Proposal to CIO Roy Hart

- BCIT's new Chief Information Officer (CIO), Roy Hart, is keen to become involved with students. Creating proposal for \$50,000 to present to him. Want team of 5 students to be paid minimum BCIT wage and provided an instructor for next summer. Want to select students through a hackathon, using Human Resource students to select these people. Would like to investigate whether the SA could support this with \$20,000.

Discussion:

- The budget is set for the next year, so finding \$20,000 for this would create a large dent. If it is a BCIT project, they should be more supportive.
 - We are accessible to grants and funding that BCIT would not be.

2.5.4 Computing Clubs

- Women in Computing club want to start a mentorship club. There is a need for women to apply to these programs and increase retention, as they often leave the industry. Financial support is requested.
- Investigating if this is possible to add to our programming to address women in computing and STEM, in general. Asked the club to come up with a proposal to present for our mentorship program.

- Coding4All club is having an issue with the splitting of computing sets between campuses. To support peer support, would like assistance with teleconferencing.

Discussion:

- Recommend that they work through the Foundation to be managed correctly. They will have more success for donations as well.
- They should look to move whole programs together so there is no separation of students.

2.5.5 Internal Policy Review – Round 6

- Internal policies 6, 22, 23, 24, 25, and 26 are reviewed by the Committee.

Motion:

Be it resolved that Internal Policies 6, 22, 23, 24, 25, and 26 be accepted as amended.

Moved by: Cory Pope

Seconded by: Eirylle Sanchez

8/0/0 Carried

2.5.6 Potential Benefit Plan Modifications

- Spoke of why online counselling would be beneficial for students with Chris Rogerson, BCIT Director, Student Success.
- Professional counsellors would be available online anonymously, to supplement the current on campus counselling services who are currently only available Monday-Friday from 08:00 to 16:00. This online service would accommodate students who cannot make those timeslots. Before bringing this back to BCIT, support is needed from the students to make this happen. The cost to students for this service is lower than average. The student does an online assessment to match with a counsellor who is more likely to be suited for their individual needs.
- Online sessions are available for 30 minutes, 1 hour, and 1.5 hours in length. The cost is \$37.50 for 30 minutes and the plan will cover 70% of that.
- The first booking with a counsellor is free. If after that appointment the student would like to see a different counsellor, there is no cost to switch. The counsellors are available in 38 languages.
- There are 10 schools using this program across Canada.
- The fee to add this service would cost each student an additional \$1.20 per year.

Discussion:

- Why was there a push back to online counselling from BCIT?
 - Felt that there was privacy and reliability issues. Our program is approved by provincial regulatory bodies which was unexpected.
- Is the SA going to be responsible for this forever? Are we doing BCIT's work for them in this case?

- BCIT is addressing this issue by offering on campus sessions on evenings and weekends. If this helps one student, it is a good service to provide.
- Students now could go to a paying psychologist and receive reimbursement through the benefit plan. On campus it is free to students, but it must work for them and their schedule. The wait times to see a counsellor can be very long. This online counselling is a new service being offered, starting one year ago, so there is not a lot of data on it yet.
- This option should not allow the school to remove their physical counsellors.
- What is the format for this service?
 - Over the phone. There is a button on the website which you press and register.
- There are crisis lines, why are they not adequate?
 - Crisis lines are volunteers who are trained to take you off the ledge, whereas counsellors provide the long term and ongoing support.
- Simon Fraser University has decided to offer the same type of service online service for a fee to students.
- Should find something to remove from the plan if we are considering adding this service.
 - Will look through a breakdown of the fees to see if we can eliminate anything.
- Would like to propose an increase in paramedical coverage for students to 80% with a maximum of \$400. The additional \$4.20 this would cost is a one-time increase, it does not go up by this amount each year. Paramedical practitioners include physiotherapy, chiropractor, massage therapy, counsellors, and more.
- Currently 1/3rd of students on the plan reach their maximums for paramedical coverage each year.

Motion:

Be it resolved that student paramedical benefits coinsurance coverage be increased from 70% to 80% with an annual maximum increase from \$300 to \$400. This modification will result in an additional cost of \$4.20 per year, per student who is covered under the plan.

Moved by: Timothy David

Seconded by: Jordan Holden

Discussion:

- Feels like we are asking students to pay a lot more within the past year.
 - The numbers are not arbitrary, these increases do tangible things for students. The increase to the fee will be covered by the reserve in the budget. The price needs to be updated with the registrar and will be effective later in the year. The increased benefits will be effective immediately.

Motion:

Be it resolved that student paramedical benefits coinsurance coverage be increased from 70% to 80% with an annual maximum increase from \$300 to \$400. This modification will result in an additional cost of \$4.20 per year, per student who is covered under the plan.

Moved by: Timothy David

Seconded by: Jordan Holden

8/0/0 Carried

2.6 Open Forum

- BTTCC meeting has warranted a discussion on road pricing. Will come back to the next meeting with more information.

2.7 Reminders

2.7.1 Executive Training in Whistler – 2018-08-24 to 2018-08-26

2.7.2 Next Executive Committee Meeting: 2018-08-26 at 08:30

2.7.3 Executive Training on Campus – 2018-08-27 & 2018-08-28

2.8 Meeting Adjournment

It was moved by Jordan Holden and seconded by Chris Samra that the meeting be adjourned.

8/0/0 Carried

The meeting was adjourned at 19:24.