

- 6.1 Call to Order
- 6.2 Acceptance of the Agenda
- 6.3 Recording in Classrooms *- James Rout*
- 6.4 Acceptance of the Minutes: 2019-10-07
- 6.5 Old Business
 - 6.5.1 Executive Director's Report *- Caroline G.*
 - 6.5.2 Executive Updates *- Executive team*
 - 6.5.3 Sustainability Development Committee *- Adam N.*
- 6.6 New Business
 - 6.6.1 Ratification of By-Election Results *- Rose S.*
- 6.7 Open Forum
- 6.8 Reminders
 - 6.8.1 Next Council Meeting: 2019-11-04 @ 17:30 in SE2 Council Chambers
- 6.9 Meeting Adjournment

Please refer to attached materials.

Council Meeting
Monday, October 21st, 2019
Minutes

- Executives:** Danny Cameron – Chair, Aerospace Technology Campus
 Miranda Campbell – VP Student Experience
 Justin Cervantes – President
 Brin Farrell – Chair, Schools of Transportation, Construction & the Environment
 Raynen Jamieson – Chair, School of Energy
 L.T. Le – Chair, School of Health Sciences
 Adam Nguyen – VP Equity & Sustainability
 Steven Palfrey – VP External
 Louis-Philippe Rivest Giguere – Chair, School of Computing & Academic Studies
 Rose Salm – VP Finance & Administration
 Hunter Sones – Chair, School of Business
 Dawson Verboven – Chair, Downtown Campus
- Satellite Councillors:** Myka Gowler – Annacis Island Campus
- Staff:** Caroline Gagnon - Executive Director
 Darla Williscroft - Administrative Coordinator
- Councillors:**
- | | |
|--------------------------|-----------------|
| Muhammad Abdullah | Brianne Lee |
| Kayla Arbez | Macus Ong |
| Evelyn Chan | Paige Purcha |
| Adriana de Oliveira Lima | Emma Raine |
| Parm Dhaliwal | Jordan Robinson |
| Robin Fityk | Felix Ruttan |
| Craig Goodison | Grant Smith |
| Andrey Goryelov | Monique Tan |
| Ruby Hsu | Kay Yeh |
| Delaney Hunt | |
- Regrets:**
- | | |
|------------------------------|------------------|
| Ashley Obeck – Marine Campus | Gary Moon |
| Mina Arab Khedri | Andrea So |
| Ophelia Bar-Lev-Wise | Anika Tabaschum |
| Lloyd Carleton | Kaitlyn Thompson |
| Cailo Kapronczai | Hunter Van Dyke |
| Takeshi Keber | Kai Zhang |

6.1 Meeting Called to Order

The Chairperson, Justin, calls the meeting to order at 17:48 (29 voting members, including Chair).

6.2 Acceptance of the Agenda

Motion:

Be it resolved that the agenda be accepted as distributed.

Moved by: Monique Tan

Seconded by: Emma Raine

28/0/0 Carried

6.3 Recording in Classrooms

- James Rout, BCIT AVP Education Support and Innovation, presents to Council highlights from the proposed recording in classroom policy. See attached summary document.
- Policy coming forward through Education Council for community consultation. Here to share background and address any questions. This is not about students who have a need for accommodation; it is for students who have a desire to record in the classroom as there is not a policy or procedure in place and some instructors are against this. Policy and procedure are for clarity to seek permission to make recording in the classroom.
- This is not out for consultation yet. The policy is for the benefit of students. If there are questions or concerns, you can reach out to James directly.

Discussion:

- Does this have to do with recording or distributing items which have been recorded. Can you record and not post?
 - The policy will address both issues; both the copying and the distribution. No, cannot do that currently without permission from the instructor; they are responsible for classroom management and this is included in it. This has to do with intellectual property, and other classmates who may not want to be recorded.
- What is the burden of proof that a recording is made? Can a student have their phone out at all? We do not know if someone is making a recording with their phone when it is out. How is this going to be enforced? Where does taking a photo on campus stand, same with Face Time or Skype?
 - Not sure if the policy addresses this, it would be hearsay. This is a good question to ask during the community consultation process.
 - There is a distinction between private and public spaces. Private space would be considered in the classroom.
- Teachers will be more likely to allow recording if there are clear guide.

- Is there a clear penalty or will that be left to the instructor?
 - The policy will identify the penalties and the procedure to follow to make recording. Concern is that there is currently no policy, but there is a Copyright Law the instructor could pursue.
- Instructor needs to make it transparent that they are either allowing or not allowing recording in the class; if one student can record, so should others in the same class.
- None of this applies to students who require accommodation through Accessibility Services.
- How are instructors protected?
 - The policy is intended to protect instructors as well so that the student cannot record or share what goes on in the class without permission. Currently, there is a lack of policy, but the instructor could challenge the student regarding intellectual property and copyright law.
 - Instructors may want you to take notes and not record on purpose to enhance learning. Trying to also allow students to record as a way of revision.
- You can record one-sided conversations you are a part of in BC.
- What is the follow up when and if a student makes an infraction? Is there protection for students if it is their first time doing so?
 - It would be treated like any other breach of policy related to the student misconduct policy; there are stipulations within it.
 - How will students gain knowledge of these policies?
 - They are expected to know this; but the reality is that students do not read them all. Ideally, instructors would include permission or guidelines within the course outline or within in the Learning Hub.
- How are instructors being engaged in this policy?
 - Direct conversations.
- What happens when a student records for a classmate who is absent from the class?
 - Sharing the recording would need to be permitted.
- How would permission need to be made? A teacher wanted us to share a video on YouTube for others and gave permission verbally. How do you prove that the permission was given?
 - A teacher would need to provide written approval. An email to class would be sufficient, or within Learning Hub.

- Would a student be able to veto other students recording if they feel it would negatively affect their learning or participation?
 - Not sure if it is explicitly stated in the procedure right now. This is an important piece of feedback. The teacher would need to take this into account.
- What happens if an instructor allows you to record a certain part of the lecture and later on denies it; once shared or uploaded it can be hard to permanently delete. How would this be dealt with?
 - Uploading is not allowed now, or within the policy. The policy is for your own personal and private study. With permission in writing, you could do this.

18:01 Councillor joins. Count is 30.

6.4 Acceptance of the Minutes: 2019-10-07

Motion:

Be it resolved that the Council minutes from 2019-10-07 be accepted as distributed.

Moved by: Paige Purcha

Seconded by: Rose Salm

29/0/0 Carried

6.5 Old Business

6.5.1 Executive Director's Report

- As submitted, see attached.

Discussion:

- Mentioned Speak Up Speak Out stats which demonstrates interactions; what qualifies as an interaction?
 - Keep tally with clicker counts.
- Are the pub numbers big decreases?
 - Yes and no; it is just one month. Hoping that the one month is not an indication of the rest of the year. Will monitor and report back at the end of October. Food sales are fine, people are just drinking less. BCIT students are getting younger, some may not be 19+. We are doing things to engage student interaction like doing tap takeovers and voting for which taps you would like to see; working on a mocktail menu as well.
- Decline in foot traffic to Stand locations; working on promotions. Sales from Stand Central may have moved north on campus, hard to say exactly. Will have a clearer idea at the end of October.
 - Extension of hours do not need full sales reports; most of this is based on cost recovery. We will extend during midterms and exams, for example. If there is a

specific time you would like to see us open, let us know. Sales are analyzed daily, if you would like numbers for an assignment we can share them.

- Are sales ok?
 - Yes. Previous years we saw huge increases, we may just be plateauing now.

6.5.2 Executive Updates

- As submitted, see attached.
- Justin: Pilot hackathon is costing \$16,500; will cost each participant \$20 to register. We are very close to breaking even on this event through sponsorship.
- Raynen: Canvassing students going through capstone process. If there are any complaints, please let Raynen know as he is compiling a report.
- Adam: Have potential for funding the committee.
- Louis: LAN Party on 2019-11-15; League of Legends, DotA2, Fortnite, and board games. Tickets are available on EventBrite.
- Steven: U-Pass voting is open until 2019-10-25. Will have a table in SE6 to help people vote as navigating the system can be challenging for some.
 - Referendum votes cast is over 1,200 higher than spring student elections. Important that we have a high number of votes to lobby BCIT to expand eligibility to those who are currently not able to have a U-Pass.
 - Federal election saw 650 ballots cast on campus.

Discussion:

- Is it possible to play board games in the pub?
 - Board games in the Library you can sign out for multiple days.
- What about the students who do not use the U-Pass because they live an hour away from BCIT?
 - One of the terms with TransLink and the province is that they do not allow opt-ins or outs. With other schools in Metro Vancouver, there are analogous terms at where this situation can be taken into account. It is a concern, and a part of arguments with BCIT that other schools can do this and make it happen, so how can it be applied here.
 - What happens if the U-Pass does not pass? Does the tuition fee go down?
 - BCIT would stop collecting the mandatory fee of \$160 each term. It would cost individual students, not at subsidized rates, between \$1-2 million collectively.
 - Highly encourage everyone to vote for the U-Pass.

18:35 Councillor leaves. Count is 29.

6.5.3 Sustainability Development Committee

- See attached.
- An email will be sent out with an application for councillors to fill.

Motion:

Be it resolved that Council enacts an ad-hoc Sustainability Development Committee with the mandate of making recommendations to Council on sustainability and equity-related opportunities at BCIT and within the SA, using the UN Sustainable Development Goals as guidelines.

Be it further resolved that the committee is composed of:

- Chair: VP Equity & Sustainability;
- Vice-Chair: 1 Executive, to be appointed by Executives;
- Councillors: 3, to be appointed by Council;
- Executive Director or designee, in non-voting capacity.

Be it further resolved that the committee be terminated on 2020-05-15.

Moved by: Adam Nguyen

Seconded by: Andrey Goryelov

26/0/2 Carried

6.6 New Business

6.6.1 Ratification of By-Election Results

- See attached.
- 88 votes cast out of 405 people eligible to vote; 22% of the student population at the Aerospace campus. We had 5 candidates and no complaints during or after the election.

Motion:

Be it resolved that the BCITSA ratifies the fall 2019 by-election process.

Moved by: Rose Salm

Seconded by: Monique Tan

28/0/0 Carried

18:44 Councillor joins. Count is 30.

- Council welcomes Danny Cameron, new Chair for the Aerospace Technology Campus.

6.7 Open Forum

- Have a vacant seat in the Student Spaces Development Committee. A link will be sent out in an email for those interested in joining.
- Entrepreneurship panel series event at the Downtown Campus regarding tech start-ups on 2019-10-22 at 17:30.

6.8 Reminders

6.8.1 Next Council Meeting: 2019-11-04 @ 17:30 in SE2 Council Chambers

6.9 Meeting Adjournment

It was moved by Steven Palfrey and seconded by Rose Salm that the meeting be adjourned.

29/0/0 Carried

The meeting was adjourned at 18:50.

Item 6.3: Recording in Classrooms

Brief: James Rout, BCIT AVP Education Support and Innovation, will be coming in to speak on the topic of recording in classrooms. Discussion on what is presented is encouraged and appreciated.

Recording in the Classroom

| Current Status | Proposed Policy and Procedure Intentions |
|---|---|
| <ul style="list-style-type: none">• BCIT students want more opportunities to record in the classroom.• BCIT lacks a policy to approach this in a consistent way across the Institute.• Recording in the classroom can be challenging:<ul style="list-style-type: none">○ privacy impacts – other students may not want to be recorded, which can reduce class participation○ faculty have intellectual property rights to their lectures and materials.• Students are often denied opportunities to record in the classroom, unless they have a registered accommodation from Accessibility Services. | <ul style="list-style-type: none">• Support recording in the classroom for students, in a consistent manner across the Institute.• Clarify the circumstances in which students are permitted to make recordings in the classroom.• Provide guidance for faculty and students on the process to follow.• Identify the conduct expected of students when making permitted recordings in the classroom. |

Item 6.5.1: Executive Director's Report

- **Childcare Centres:**



The childcare centre team has been working with the BCIT library in delivering a story time program for the children attending our centres. This program, offered every two weeks, helps develop children's curiosity and interests in books, by reading them stories.

- **Human Resources Update:** The department is embarking in a job analysis review for the accounting department. Throughout the years, the association has gone through significant organizational growth. The Accounting Department had to adjust staff duties and department processes to match organizational needs. Further, it was observed that some knowledge is not shared across the department which could result in an increasing risk when key employees are not available. Though job descriptions were somewhat updated, no thorough review of the entire department was ever conducted to ensure its efficiency. With a new accounting software being deployed in 2020, it is essential for the department to better structure the work, reducing risk while increasing efficiency.
- **Retail Operations:** The stores performed in September of this year as following: Pavilion has made **\$177,437** in sales and served nearly **26,970** customers. In comparison, Stand North in September of last year had sales of \$110,000 and served over 18,241 customers. This is extra **8,729** transactions.

Stands Central and South are experiencing less traffic throughout the stores, which has affected the amount of transactions in September, as well as sales : Stand South in SE12: 18,738 transactions this year versus 19,892 transactions last year; less by **1,154** transactions; Stand Central in SE2: 13,285 transactions this year versus 14,719 transactions last year; less by **1,434** transactions. Geared Up improved its sales by **\$8,000** from last year.
- **Student Centre:** A series of consultative meeting have been planned to conduct the detailed programming of the new Student Centre. Under the supervision of the Student Space Development Committee (SSDC), internal and external stakeholders will be consulted. The goal is to create a very detailed documents detailing programming needs for the new facility. Council will receive debriefing shortly through the SSDC, once the committee is operational.
- **Student Development:** We accepted 108 students into Peak. We had 166 students apply and interviewed 120 students. Of the students we did not accept, all were 1st year and encouraged to re-apply next year.

- **Career Services:** Tech Industry Days was hosted at DTC on October 1st. Over 250 students attended the event along with 19 employers from the tech industry. Employer Week was October 7th – 10th and consisted of several employer information sessions as well as a very successful recruiter panel event that drew over 70 students.

Super Saturday was held at DTC on September 21. 26 students attended an intensive 4.5 hour workshop focussing on cover letters, resumes, interview skills and job search strategies. We are hosting 2 more Super Saturdays throughout the 2019-2020 academic year. It seems to be a popular option for students.

- **Wellness:** A Speak Up Speak Out campaign was delivered to students 2 weeks ago. The purpose of this campaign to reduce stigma, raise awareness about mental health, and educate students about the resources available on and off campus.

Program Growth or Decline

| | 2016-2017 | 2017-2018 | 2018-2019 | 2019-2020 |
|---------------------------------------|-----------|-----------|-----------|-----------|
| Number of SUSO Events | 5 | 5 | 8 | 14 |
| Number of Student Interactions | ~350 | ~500 | ~500 | ~850 |

2019 Campaign Highlights

- This year the SA Health & Wellness Department partnered with more departments at BCIT in order to expand the number of events offered and reach more students, especially groups at higher risk including LGBTQ youth and indigenous students.
- The Wellness Department partnered with Indigenous Services to host a special breakfast club on Monday Sep 30th in honour of Orange Shirt Day and provide Indigenous students with mental health resources. Over 100 students received a healthy breakfast.
- On Oct 2nd, a Pride Social was held with a mental health theme where students and community members were invited to create art to de-stress. This Pride Social was very well attended with over 50 participants.
- In response to feedback from SA Advocacy and BCIT Accessibility Services about the need for more community education on academic accommodation supports for students, this year the Wellness Department partnered with Diversity Circles to organize a panel event during Speak Up Speak Out Week that focused on mental health concerns as a growing area where students may request accommodation. Adam Nguyen, Vice President of Equity and Sustainability was panel host and Robyn Loughheed, Advocacy Manager was one of the panelists. The event was attended by 44 community members including students, staff and faculty.
- In response to student feedback for more fun and social events, this year's campaign included new events such as a group cooking class on 'food to boost your mood' and a 'Move for Mental Health'

event at Recreation Services to encourage mental wellbeing through physical activity and engaged over 150 students. Students were provided with healthy food options, board games and other activities. Both events received overwhelmingly positive feedback and encouraged open dialogue about mental health.

- An annual mental health resource fair was held at the Burnaby Campus on Oct 1st with our popular Doggy De-Stress event and information tables hosted by 12 departments (SA, BCIT and student clubs) and 1 Community Partner (BC Crisis Line). This event continues to be our most popular SUSO event with over 200 students attending and high engagement with the information and resources at all the tables.
- QPR Suicide Prevention Training: through a targeted promotion campaign and working in partnership with instructors, this year SA Wellness & Advocacy facilitated 3 workshops and trained over 70 students in suicide prevention resulting in the largest number of students trained in life saving intervention during the Speak Up Speak Out Campaign history.
- Satellite Campuses: A goal of this year's Speak Up Speak Out campaign was to provide mental health resources at all the campuses by offering the following events:
 - 3 events were offered at DTC by the SA Wellness Department in partnership with community nursing students including a Wellbeing Walking Tour, Tabling and dogs on campus. The tabling events were attended by over 150 students.
 - A Breakfast Club and Mental Health table was also offered at the Marine Campus and received a very positive response with over 100 students attending.
 - The Wellness department will also be hosting mental health resource tables at the AIC BBQ on Oct 17th and the ATC Fall Resource Fair on Oct 23.
- **Habitat Pub:** The Pub is holding weekly craft beer tastings in the pub, to improve student engagement while letting the customer pick the next beer for one of the 4 rotating draft lines. Trivia nights on Wednesday evenings are growing in popularity we had 10 teams last week, with some groups returning each week. Pub Sales were down \$4000.00 for September over last September representing a decrease in guests by 700. Labour schedule was readjusted to match the lower revenues. Average guest check up \$1.50 per customer over last Sept.

Objective Updates - Oct. 21

| Name | Position | # | Objective | Objective Update | Next Steps |
|------------------|-----------------------------|---|--|---|--|
| Justin Cervantes | President | 1 | Explore opportunities for enhancing experiential learning on campus | Meeting with Sam Orkal at NU to discuss the potential of getting additional sponsorship for the event. | Next week during office hours, I will be scheduling time with program heads of BITMAN, D3, CST Option Heads and BTEch in order to try and build interest in the hackathon. Anticipated promotion will be in the week of November 4-8. I will also be finalizing a volunteer schedule and package, getting volunteers at a COMP1100 class, and also will be sending out formal RSVPs for headline judges. |
| | | 2 | Reduce dependencies on student fees | I have officially requested in a meeting with Caroline Gagnon and Steven Palfrey for an audit on the opt-out rates for Ontario PSIs in order to better understand whether we face a true government disruptor to our business model. Discussions were had around what statistics we want to collect, how we could collect this information as well as how this information might be used in order to yield relevant insight. | Wait for the completed report (around Decemer/January) in order to determine whether we need to look into alternative revenue generating operations to become less dependent on student fees. If this yields positive, begin looking at business opportunities to become more revenue generating. |
| | | 3 | Create benchmarks and KPIs for understanding how we successfully we engage with students | The senior leadership at the BCITSA has been informed of the intent of this objective. KPIs are currently being collected by department with an attached explanation of how those KPIs are being used. In a meeting with Caroline Gagnon and Steven Palfrey on government threats (noted in the previous objective) we indicated the need to be able to identify KPIs which can speak to why SA's in general are relevant and necessary in the PSI ecosystem. | Wait for the compilation of departmental KPIs. Once received, I will begin to map out which KPIs which don't exist need to be created, and work with managers over the second term to identify how the data to understand the KPIs will be collected. |
| Rose Salm | VP Finance & Administration | 1 | Increase financial literacy of the Executive Board by conducting a basic info session in advance of the Annual General Meeting | Finalizing plan for room booking | |
| | | 2 | Conduct campaign in conjunction with Campus Print & Copy, faculty, and career-oriented associations to increase utilization of Print & Copy services around Industry Days and recruit seasons | Sent emails to School of Business program heads, confirming meetings. | |
| | | 3 | Review bylaws surrounding Councilor and Committee selection processes | Meeting with Stewart to review the potential changes proposed for the Bylaws in advance of Bylaw Committee's first meeting. Meeting with Stewart scheduled Friday October 18th. | |
| Miranda Campbell | VP Student Experience | 1 | Create a platform such as an interactive website for clubs to communicate with each other as well as the SA to do joint club events and share resources/events | No new progress on this objective, waiting until ATC elections are over so I have time to transition the new executive. | |
| | | 2 | Create cross-campus connections that allows satellite campuses to feel just as connected to the BCIT culture just as Burnaby is. This includes events and competitions, or maybe even class projects that can be done with students from other campuses. | Upon visiting ATC during elections period, I've had the chance to speak closely with a variety of students (including those nominated for chair ATC) to see what their ideas are. I'm putting together a report to summarize the work I've done in this field to pass on to the upcoming chair (announced Friday Oct 18th at 4pm) in the hopes they will want to help with this objective. | |
| Adam Nguyen | VP Equity & Sustainability | 1 | Bring Multicultural Day Event at the Great Hall | | |
| | | 2 | Create a Sustainability and Equity Committee, and from there, working with a team to begin an initiative (an emphasis with future perpetuity) | | |
| | | 3 | To influence a change in at least in one BCIT policy (particularly concerning sustainability / equity) | | |
| Steven Palfrey | VP External | 1 | Facilitate the UPass Referendum + Investigate UPass Contract | Upass posters/social media/email released, booths to be set up to be run concurrently with the data collection for upass desirability among part time students | |
| | | 2 | Lobby to Government on a Municipal, Provincial, and Federal level with at least two trips to Victoria | Trips for the 28th & 29th of October planned. | |
| | | 3 | Identify rezoning opportunities near BCIT Burnaby Campus | Follow up with Terry Wilkings | |

Objective Updates - Oct. 21

| Name | Position | # | Objective | Objective Update | Next Steps |
|-------------------------------|---|---|---|---|---|
| Hunter Sones | Chair, School of Business | 1 | Creating a method for Executives' objective continuity | | - Meet with execs to discuss best method for tracking objective updates and key information throughout the year. |
| | | 2 | Increase SA Services engagement among School of Business students | <ul style="list-style-type: none"> - Working with Vicky Roy (Marketing MGMT Associate Dean), and E-ship services to put on 'How to Pitch' event in April 2020. - Liaised with Jennifer Dadswell from BCIT Marketing Association to complete matchboard website audit for enhanced user experience - Presented BCITSA programs and sevies to SoB set reps at first general set-rep meeting. | <ul style="list-style-type: none"> - Create services and programs info package to distribute to all set-reps - Meet with Laura Barreca (e-ship services), Caroline Gagnon, and internal stakeholders to determine direction for e-ship services in the proposed New Student Building. - Detemine feasibility for various SA services to be present at the proposed BCITMA + Enactus speaker event in February. |
| Raynen Jamieson | Chair, School of Energy | 1 | Develop a new framework for effective Set Rep meetings to be handed down to future chairs | | After all of the chairs have their first set rep meetings, sit down and discuss successes and failures. (survey?) |
| | | 2 | Increase communication between students and faculty about capstone funding, increase capstone funding, and move EXPO to SW1 | Discussed how the current capstone funding model can be improved with SoE students | Write a report, submit to Dean and Associate Dean |
| | | 3 | *Reserved for objective(s) created by Set Rep meetings* | Met with Kim and set rep to discuss job opportunities for TTED students, discussed SW9 path improvements with the AD and clubs comittee | Review the SA's options for supporting the SW9 path improvement proposal |
| Louis-Philippe Rivest Giguere | Chair, School of Computing & Academic Studies | 1 | Create a network to empower female tech students | Discussed ideas with Cynthia van Ginkel, and have approached other interested parties. We are discussing setting up women only training/networking events in preparation for hackathons and tech industry days. | Reviewing and implementing an event proposal, as well as having one on ones with School of Computing stakeholders such as Cynthia van Ginkel, Dean Hildebrand, Mirella Gutica and Mike Starkey. |
| | | 2 | Continue and improve existing SoCAS engagement and wellness events, specifically the Sun Run and the LAN Party | The LAN party has made it into the BCIT SA Newsletter! The marketing material is ready to go and is waiting on our registration page to be ready. We have a sponsor, and have begun sharing the event info with student groups. We are starting to recruit volunteers. | Recruiting volunteers and providing training. Completing the registration page, and sharing marketing materials more actively. Contacting IT services to ensure lab/wifi/computers are ready to go for the event. |
| | | 3 | Facilitate student insight into industry though career-oriented connections | No major updates. I have discussed some of the ideas with various interested parties, including set reps, as a way to get feedback. | Working with Amy Smith from Career Services to refine pitch to bring to stakeholders. |
| | Chair, School of | 1 | Working with BCITSA objective 5: "Expand Student Mental Health Literacy", I would like to champion the creation of a peer to peer program supporting mental health and resiliency | Working with the Well being focus group to implement peer to peer ideas for MH and well being. I will be discussing potential ideas for this at my upcoming set rep meeings. I am also emailing students who are interested and would like to have input on it. I will be contacting the architech for the new school of health and see what we can implement at the new school for MH and well being. | |
| | | 2 | Raise awareness and provide naloxone kits year round to students | Marina the RN from health services is the contact person for naloxone training. Students just drop by health services to make and appointment. I will be contacting Geoff from the SA to do mass marketing across campus for this initiative. | |

Objective Updates - Oct. 21

| Name | Position | # | Objective | Objective Update | Next Steps |
|-----------------|--|---|--|---|---|
| L.T. Le | Chair, School of Health Science | 3 | Advocate for the creation of a BCIT Student Refugee Program | I met up with William (a BCIT instructor who was a graduate from the SRP) along with Carolyn from the World University Services of Canada regarding potential ways we can implement the program at BCIT. I am also going to the conference/training session downtown this Saturday from 9:30am until 5:30pm lead by WUSC. I will be forming an ad hoc committee with William (outside of SA committees) for the SRP program at BCIT. We will be contacting the international office at BCIT and Alumni Office to see how they can support us. I will also be in touch with the Deans from SOHS and School of Construction regarding programs what lack student enrollment, these programs can potentially be filled by the SRP student. | |
| Brin Farrell | Chair, Schools of Transportation, Construction & Environment | 1 | Develop a strategy to enhance support and services for Applied & Natural Science students | Room 2055 in SW1 confirmed on Thursday January 23rd from 4:30 - 6:30pm. | |
| | | 2 | Develop a comprehensive program for the new Student Centre that refines space allocation and incorporates student and staff stakeholders in the planning process | Will be attending a focus group on October 22nd to discuss the well-being zone in the new building. Will be updating Student Spaces Committee about building and validating focus group results once we elect a fourth Councillor. | |
| Dawson Verboven | Chair, Downtown Campus | 1 | Help support the students in the ISEP program at DTC by making sure they have resources to succeed | I have spoke with all stake holders other than the Program head of ISEP who I have a meeting with on Nov 4th. I have updated caroline and will have a report ready after my meeting with The ISEP program head steve | Meet with the Program head of ISEP and set up meeting with Caroline |
| | | 2 | Generate more clubs that are DTC oriented. Create a culture of clubs that transition between program years | Dimitri in Fullstack web has contacted me about creating a robotics club and The term 1 CST students have connected with the term 2 CST students to create a coding for all club DTC | Help current clubs grow like WIC and Coding for all. Keep going to new orientations at the DTC and make sure students are aware of clubs. |
| | | 3 | Push for exam scheduling at DTC to be on par with the Burnaby campus. Exam schedules should be seamless between campuses. | Exam schduling has been fixed. | |

Committee Reports

| Committee | Report by | Report | Optional - Other Notes |
|--------------------|------------------|--|------------------------|
| Board of Governors | Justin Cervantes | In the most recent BOG meeting on October 1st, the board officially swore in new appointee, Dr. Marcia Braundy. Marcia brings extensive expertise in the area of trades. Main topics discussed were an update on BCIT's Strat Plan (People Focused, Future Proof Applied Education, Globally Relevant Connections), a review of the implementation plan for the Strat Plan, an update on the PTS review (FTS/PTS should have similar experience of education) which highlighted a need to focus on enhancing the PTS student experience, financials/enrollments review, policy reviews and discussions, a presentation for sustainability vision by Jennie Moore and finally a new diploma was approved for Heavy Duty Truck Technology. Due to a potential conflict of interest, I have been asked to be excused from participating in any future matters which pertain to the collective bargaining agreements. As a member of the BOG, I have attended both KPMG's Symposium for Advanced Education and ECOCITY2019 as an observer. | |

Item 6.5.3: Sustainability Development Committee

Goal: Create an ad-hoc council committee to address sustainability and equity-related opportunities at BCIT and within the SA, using the [UN Sustainable Development Goals](#) as guidelines. The intention is to make this a standing committee, to strengthen and support the SA's commitment to sustainability and equity in the BCIT community.

Title: Sustainability Development Committee

Composition:

- **Chair:** VP Equity & Sustainability
- **Vice-Chair:** 1 Executive, to be appointed by Executives
- **Councillors:** 3, to be appointed by Council
- **Executive Director** or designee, in non-voting capacity

Meeting frequency: Monthly

Committee Termination Date: May 15, 2020

Limitation of Power: Recommendations to Council

Environment:

BCIT has a long-standing Green Team on campus composed of volunteers who are interested in pursuing sustainability and green initiatives off the side of their desk; their activity has been on and off throughout the years, depending on who is volunteering and what their interests are. The SA has a staff seat in the Green Team Executive committee which guides Green Team activities and promotion. This committee is geared towards BCIT staff and their activities.

With the EcoCity Summit hosted by BCIT this October, BCIT has been pushing to formalize sustainability on campus; they have recently added to the Institute Sustainability office a Manager and PT Admin role. The Institute Sustainability office has already reached out to the SA requesting student input and to work with students in the future– this is the area where students can have the strongest voice and impact with BCIT.

Regarding sustainability leadership in the BCIT community, the SA is lagging; we do not have formalized policies and work on an ad-hoc and reactionary basis to address sustainability within our operations. The lack of formalized policies does provide freedom but doesn't explicitly state our stance to the community. We have always strived to do the best we can, where we can. The creation of the VP Equity and Sustainability role was the first step in the process to enhance and formalize our commitment to students on these matters.

Rationale:

In spring 2019 Special General Meeting, Council created the role of VP Equity & Sustainability to strengthen and show the SA's commitment to equity & sustainability in the BCIT community. With this role, the SA is

provided with leadership and guidance from students on how to internalize and promote the [UN Sustainable Development Goals](#).

The advantage of this committee would be direct engagement of students by including them at the table as proper stakeholders in discussions and empowering them to directly communicate their values with BCIT on what sustainability means and could look like. A committee of this nature would embrace a democracy of ideas and values between students, the SA, and the institute.

