

BC Branch CIPHI Executive Council Meeting

Agenda

August 24th, 2021 from 08:45 to 10:15 PST
Via Google Meet

ITEM	DETAILS	NAME (S)																																																						
	Location: Google Meet																																																							
1.00	Roll Call																																																							
Members	<table border="1"> <tr> <td><input type="checkbox"/></td> <td>Past President</td> <td>Casey Neathway</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Amber Lee</td> </tr> <tr> <td><input type="checkbox"/></td> <td>President</td> <td>Stephanie Tooke</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Tegbir Gill</td> </tr> <tr> <td><input type="checkbox"/></td> <td>President-Elect</td> <td>VACANT</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Treasurer</td> <td>John Pickles</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Executive Secretary</td> <td>Celine Hsin</td> <td><input type="checkbox"/></td> <td>Councillor</td> <td>VACANT</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Aletta Schurter</td> <td><input type="checkbox"/></td> <td>1st Year Student Liaison</td> <td>Shesha Sdikari</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Michael Wu</td> <td><input type="checkbox"/></td> <td>2nd Year Student Liaison</td> <td>Amber Dhillon</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Jessica Ip</td> <td colspan="3">Guests:</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Councillor</td> <td>Jacqueline Chiu</td> <td colspan="3"> <i>Stacey Sowa, CoPE BC Member Gary Tam, BoC BC Member Tim Roark, BC Branch Historian</i> </td> </tr> </table> <p><i>*Indicates maternity/paternal leave</i></p> <p><i>Those highlighted in yellow are absent</i></p> <p>Call to order: 9:08am</p>	<input type="checkbox"/>	Past President	Casey Neathway	<input type="checkbox"/>	Councillor	Amber Lee	<input type="checkbox"/>	President	Stephanie Tooke	<input type="checkbox"/>	Councillor	Tegbir Gill	<input type="checkbox"/>	President-Elect	VACANT	<input type="checkbox"/>	Councillor	VACANT	<input type="checkbox"/>	Treasurer	John Pickles	<input type="checkbox"/>	Councillor	VACANT	<input type="checkbox"/>	Executive Secretary	Celine Hsin	<input type="checkbox"/>	Councillor	VACANT	<input type="checkbox"/>	Councillor	Aletta Schurter	<input type="checkbox"/>	1st Year Student Liaison	Shesha Sdikari	<input type="checkbox"/>	Councillor	Michael Wu	<input type="checkbox"/>	2nd Year Student Liaison	Amber Dhillon	<input type="checkbox"/>	Councillor	Jessica Ip	Guests:			<input type="checkbox"/>	Councillor	Jacqueline Chiu	<i>Stacey Sowa, CoPE BC Member Gary Tam, BoC BC Member Tim Roark, BC Branch Historian</i>			All
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	* denotes that a document was circulated for NEC to review prior to the meeting	
1.1	<p>Confirm quorum (Bylaw 5.5 - <i>The quorum for the transaction of business at an Executive Committee meeting is five</i>)</p> <p>Quorum Met []. Quorum not met [x].</p> <p>Meeting deferred to Sept 21, 2021 as Quorum was not met</p>	All
2.00	Approval of Agenda	All
2.01	<p>Additions to Agenda:</p> <ul style="list-style-type: none"> • <p>Motion: To approve the Agenda for today's BC Branch Executive Council Meeting as circulated via email August 24th, 2021.</p> <p>Motioned []. Seconded []</p>	All
3.00	Approval of Minutes	
3.01	<p>Motion: To approve the drafted minutes from the BC Branch Executive Council Meeting held on July 20th, 2021 as circulated via email on August 24th, 2021.</p> <p>Motioned []. Seconded [].</p>	All
4.00	Electronic Motions	
	None	
5.00	Standing Business	
5.01	<p>CoPE Update:</p> <ul style="list-style-type: none"> • 	Stacey

5.02	<p>BC Page Update:</p> <ul style="list-style-type: none"> • 	Stacey
5.03	<p>BOC Update:</p> <ul style="list-style-type: none"> • 	Gary
5.04	<p>Historian Update:</p> <ul style="list-style-type: none"> • Proposed change of the membership fee for retired members <ul style="list-style-type: none"> ○ Approval at next National AGM ○ Seeking support from 1-2 branches <p>Action - Tim to send the proposal letter for membership fee change for retired members to Stephanie</p> <p>Action -Tim to connect with Stephanie on connecting retirees to the cipi</p> <p>Ideas:</p> <ul style="list-style-type: none"> - Mentorship between retirees and students - Encourage bcit students to enroll as cipi members and then connecting them with the mentorship program to boost student membership - Student cipi liaison survey results has good ideas from bcit students <p>Action -Jessica to reach out to BCIT department head regarding collaboration with the working group</p> <p>Working group for mentorship:</p> <ul style="list-style-type: none"> - Jessica - Tim - Shesha - Aletta - Tegbir 	Tim
5.05	<p>Finance Update: *</p> <ul style="list-style-type: none"> • Review Treasurer’s Report for July 2021 	John

5.06	Liaising with Ministry & Unions - News and Updates <ul style="list-style-type: none"> • No updates 	Stephanie
5.07	Engagement/Social Media Update: <ul style="list-style-type: none"> • 	Aletta
5.08	BCIT Branch Relations / Student Liaison <ul style="list-style-type: none"> • 	Aletta
5.09	NEC Update <ul style="list-style-type: none"> • 	Casey/Steph
6.0	Old Business	
6.1	Education Committee <ul style="list-style-type: none"> • 	Aletta
6.2	Executive Council ACTION <ul style="list-style-type: none"> • President-Elect & 4 Councillor Positions <ul style="list-style-type: none"> ○ Vacant <ul style="list-style-type: none"> ■ Please recruit 	Stephanie
7.0	New Business	
7.1	Orientation Manual/Job Descriptions/Committees * <ul style="list-style-type: none"> • Revision required of orientation manual and job descriptions <ul style="list-style-type: none"> ○ Many job descriptions overdue for review <ul style="list-style-type: none"> ■ Due date: January 2020 • Committee Membership + Work plans 	Stephanie

	<ul style="list-style-type: none"> ○ As per councillor job description to be a member of at least 2 BC Branch committees <u>OR</u> Chair of one committee ○ To determine which committees to focus given the current state of our work <ul style="list-style-type: none"> ■ Awards - Jessica Ip ■ BC Page - Stacey Sowa ■ Education - Aletta Schurter ■ Finance - John Pickles + Jessica Ip ■ Promotions/Advocacy Membership - Vacant ■ Nominations - Vacant ■ Social - Jessica Ip + Micheal Wu + Stacey Sowa + John Pickles ■ Website & Social Media - Micheal Wu, but Aletta Schurter and Tegbir Gill have initiated social media activity ○ Active BC Branch councillor members to select new committees to partake in and/or remain as active participants on current committees 	
<p>7.2</p>	<p>Any other new business...</p> <ul style="list-style-type: none"> • 	
	<p>Adjournment at 9:08am Motioned []. Seconded []</p>	
	<p>Next Meeting: (Tuesday September 21st, 2021)</p>	