



2021-2022

# ANNUAL REPORT

**PREPARED BY THE  
DOUGLAS STUDENTS' UNION**

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Annual General Meeting  
January 31, 2023

**DS** DOUGLAS  
STUDENTS  
UNION BCFS LOC.6



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# DEAR MEMBERS

Please accept for your consideration the Students' Union's Annual Report covering September 2021 to August 2022.

This year, your Students' Union turned 50! June 22, 2022, marked the 50th anniversary of the Douglas Students' Union. It was great to celebrate the hard work and advocacy students at Douglas College have been a part of.

In the 2021-2022 school year, we saw a major shift in classes and programming being brought back to campus, however about 25% of students continued to study online during this time. With this shift, the Students' Union continued to host events and services online, while beginning to think of ways to return events and services back to campus in a safe way.

Campus Life hosted carnivals with beverage gardens on both campuses, holiday and food events, and some smaller scaled events, while ensuring COVID-19 safety protocols were met. Even though masks, vaccine passports, and other restrictions were in place for the majority of the 2021-2022 year, the Students' Union was still able to provide fun campus life initiatives to members.

We continued to support the important work of the DSU Collectives through virtual and in-person events such as the DSU Accessibility Collective's guided painting, the DSU Indigenous Students' Collectives Artisans Marketplace, the Pride Collective socials and Pride month celebrations, and the Womens' Collective's movie screenings and self-defense workshops.



The Students' Union kicked off their campaign efforts in September with the Influence the Vote campaign that worked to increase the youth vote in the Federal election. As students were disproportionately affected by the impacts of COVID related economic measures, student leaders across Western Canada joined together to ensure voters had the information they needed to place their votes. Throughout the year, the Students' Union continued to advocate and campaign for members rights, successfully advocating to the institution to supply menstrual products in all washrooms at Douglas College.

Throughout the year, the Students' Union continued to see an increase in membership engagement through our online spaces such as our DS App and on all our social media platforms. We used Instagram and Facebook as our main way to interact and communicate with members.

The Students' Union has been actively advocating, providing services, and leading campus life for students at Douglas College for over 50 years. Year after year, we strive to make the lives of students better during their educational journey and to increase access for future generations. We will continue to strive towards making your time here at Douglas College accessible, affordable, and fun. We look forward to the year ahead, tackling challenges together!

**In Solidarity,  
Douglas Students' Union Board of Directors**





The Students' Union provides a wide variety of events throughout the year to create a fun and enjoyable experience outside of the classroom for our members! The Students' Union hosts events for members to build community, to learn outside of the classroom and to provide an opportunity to meet and make new friends in a fun and memorable way. Whether members attend social, wellness, or advocacy-centered events, we hope members feel more connected to the Douglas community.

As classes started to transition from online to in person for the 2021-2022 year, Students' Union events returned in person following the College's safety protocols and building capacities with a few collaboration events taking place virtually.

### FALL 2021 EVENTS:

- Welcome Week tabling - NW & COQ - September 8-11, 2021
- EDGE - NW - September 17, 2021
- Campus Carnival & Beverage Garden - NW & COQ - September 14 & 23, 2021
- Speed Friending event with DC International Department - NW - September 29, 2021
- Halloween Movie Days - NW & COQ - October 21 & 25, 2021
- Halloween party - NW - October 28, 2021
- Planting and pot painting social - NW - November 18, 2021
- Long Night Against Procrastination with DC Library - Virtual - November 24, 2021
- Holiday Ornament & Cookie Decorating - NW - November 25, 2021
- Holiday Movie Day and Chili Lunch - NW & COQ - November 30 & December 2, 2021





## **WINTER 2022 EVENTS:**

- Welcome Week tabling - NW & COQ - January 4-6, 2022
- Black History Month Movie Day - NW & COQ - February 1 & 3, 2022
- Friday hangout with Student Life - Virtual - March 4, 2022
- March Mac-ness (movies and mac and cheese lunch) - NW & COQ - March 24 & 29, 2022
- End Of Year Campus Carnival & Beverage Garden - NW & COQ - April 7 & 13, 2022

## **SUMMER 2022 EVENTS:**

- Welcome Week tabling NW & COQ - May 9-12, 2022
- EDGE - NW - June 3, 2022
- Summer BBQ - NW & COQ - June 28 & 30, 2022
- Summer Movie Day and Freezies NW & COQ - July 12 & 19, 2022
- New Student Orientation - NW - August 23-25, 2022
- New Student Orientation - COQ - August 31, 2022
- Athlete's Orientation - NW - August 31, 2022

(Additional New Student Orientation events were continued past August 31, in preparation for the Fall 2022 semester)

In the summer of 2022, the Students' Union began planning for the Douglas Students' Union 50th anniversary. The Board of Directors struck an ad-hoc committee to plan the event and order swag materials in celebration of the anniversary. The committee members consisted of: Bernoe, Buteau, Dalton, Cove, Sabio, Sullivan, Treloar, and Thomson. The event was held in September 2022. More information about this event will be prepared in the 2022-2023 annual report.

The Board of Directors appointed three members to the Campus Life Working Group, to help and be involved with the planning of the campus life initiatives for the 2022-2023 year. These members were appointed to the working group in Summer 2022.



# MEMBERSHIP OUTREACH & COMMUNICATIONS

## **CLUBS:**

Students' Union clubs are a great way for members to make connections and build social networks outside of the classroom on common interests. It was a busy year of club activities, engagement, and improvements to services to support clubs. The Students' Union also highlighted clubs on their social media to promote engagement and recruitment for clubs. This was well received by clubs and members, and the Students' Union hopes to continue this.

## **Club Registration Packages:**

- 29 club packages received and accepted in Fall 2021
- 2 packages received and accepted in Winter 2022.
- There were 31 ratified clubs and the Students' Union allocated \$13,765 in funding based on requests from clubs.

## **Clubs Events:**

The Students' Union hosted club fairs both in the Fall and Winter semesters. The club fairs were hosted virtually through zoom and Instagram takeovers.

### Fall 2021

- Coquitlam - 6 clubs participated - September 15, 2021
- New West - 12 clubs participated - September 16, 2021

### Winter 2022

- Coquitlam - 3 clubs participated - January 18, 2022
- New West - 10 clubs participated - January 20, 2022





The Students' Union also hosted social events for clubs' executives to build relationships amongst the different clubs and provide an opportunity for club collaboration. These social events were hosted on:

- October 19, 2022 - New Westminster
- February 28, 2022 - Coquitlam
- March 3, 2022 - New Westminster

### **Clubs Council**

Clubs Council met twice during the 2021-22 year

- Fall 2021 - October 8, 2021
- Winter 2022 - February 11, 2022



### **VOLUNTEER PROGRAM:**

The DSU Crew Volunteer Program was created as a way for members to have an opportunity to engage with the Students' Union on events and campaigns. Additionally, the program is a way to educate and train members on the work of the Students' Union.

The Students' Union began to advertise the volunteer program again in Fall 2021 and hosted trainings on:

- October 15, 2021 - New West
- October 18, 2021 - Coquitlam
- October 19, 2021 - Zoom
- August 8, 2022 - New West
- August 9, 2022 - New West
- August 29, 2022 - New West

As of August 2022, there were 68 active volunteers.





## **OUTREACH**

### **Bulletin Boards & Concourse/Atriums**

The Students' Union continued to use bulletin boards, rolling boards, and hanging banners in the New West Concourse and Coquitlam Atrium to promote and communicate upcoming events, services, and campaigns.

### **Class Talks**

The Students' Union was invited to speak at 4 classes in September 2021 and 4 classes in January 2022 as part of Welcome Weeks to introduce the work of the Student Union. Many of these class talks occurred online via zoom, however in January 2022, 2 of the class talks were in-person.

### **New Student Orientation**

The Students' Union participates in New Student Orientation (NSO) every semester. NSO is primarily run by Douglas College Student Life, however the Students' Union plays an active role in tabling, presentations, and campus tours to inform members about the Students' Union and the different events, services, and advocacy work of the organization.

This year, the New Student Orientation was held in an online format. The Douglas Students' Union participated in online orientation for Fall 2021 and Winter 2022 semesters, by putting together a video for students outlining the work of the Students' Union and what is available for members. In Summer 2022, NSO went back to an in-person format, and we participated in 5 NSO events in August 2022.

NSO events included: New Student Orientation, Faculty Orientation, International Student Orientation, Mature Student Orientation, and Athlete Student Orientation.



## COMMUNICATIONS

The Students' Union has many ways to communicate with members and this year expanded some of those channels to increase engagement. This year, we increased our use of TikTok and Instagram Reels to promote the work of the Students' Union and connect with members.

Even though many classes had returned to on campus instruction, there were still some classes that remained online, and in response to that, the Students' Union continued to use online communication tools to stay connected with members, answer questions and address any concerns.

### DSU Website

- <https://www.thedsu.ca/>

### Social Media @thedsu6

- Instagram
- Facebook
- Twitter
- Tik Tok



### The DS App

The DS App is a platform where members can access information on Students' Union services and connect with other Douglas members through social tools.

The Students' Union partners with Douglas College Global Engagement and International Education departments to deliver more information to members. This was a partnership created in 2019 and has continued each year since then.

During the 2021-2022 year, 4755 members download the DS app, and students sent over 41K messages on the different channels. The most used features and tiles on the app were: U-Pass, Events, DSU Services and DSU Clubs.



# CAMPAIGNS

It was a busy year for the Students' Union with campaign and advocacy work. Even though COVID-19 disrupted many plans, the Students' Union was still able to accomplish many goals and achieve some important wins for members. Working together with over 170,000 students from 15 Students' Unions across the province through the British Columbia Federation of Students, we share our collective wins together and continue the fight towards our common goal to make post-secondary education more accessible and affordable.

During the 2021-2022 year, the Students' Union focused their campaign efforts on the following campaigns:

- Influence the Vote
- Open Textbooks Now
- Fairness For International Students
- World Water Day
- Moosehide Campaign
- Period Promise
- Advocacy Weeks



## INFLUENCE THE VOTE

September 2021 started off with the Students' Union working on an election campaign for the Federal Election, called 'Influence the Vote'. The campaign was mainly promoted online to members to encourage students to get out and vote on September 20, 2021.

The Students' Union also conducted a giveaway incentive to encourage students to pledge to vote in the election. Students who signed the pledge to vote were automatically entered into the giveaway and then additional bonus entries were entered when they shared and tagged friends on social media.



## **OPEN TEXTBOOKS NOW!**

Fall 2021, the Students' Union ran an Academic Materials survey amongst members to learn about student experiences with academic materials, textbooks, and Open Educational Resources (OERs).

From the information gathered, the Students' Union put together a report outlining the findings and submitted the report to Douglas College to advocate for additional Open Educational Resources.

The Students' Union organized tabling for Open Education Week on March 9 and 11 to increase awareness on OERs. The Students' Union gave members materials from the campaign and provided members an opportunity to nominate instructors and faculty who are champions in OER adoption in their classes, by filling out an online nomination form.

The Students' Union worked alongside Douglas faculty that are championing OERs and developed short promotional videos alongside faculty members to celebrate and further advocate for OER uptake on campus.

The Students' Union continued to provide an annual \$3000 contribution to the Douglas College OER Grant to support further OER adoptions at Douglas College.

## **FAIRNESS FOR INTERNATIONAL STUDENTS**

October 2021, the Students' Union focused on providing opportunities for Douglas International Students to provide their experiences around tuition costs, housing, work, and fairness. With shared stories and continuous work from previous years, the Students' Union drafted a proposal to the College to ensure a cap is placed on international tuition.

March 2022, the Students' Union held a workshop to bring all students together to learn more about issues international students face daily on campus and an opportunity to write letters to the Federal government in support of providing greater supports for international students.





## **WORLD WATER DAY**

On March 22, 2022, the Students' Union tabled for World Water Day and handed out reusable water bottles to members. Materials were also available to increase awareness on the epidemic of clean water access in Indigenous communities, as well as stating some calls to action such as responsible usage of water and raising awareness through social media.

## **MOOSE HIDE CAMPAIGN**

The Moose Hide Campaign is a grassroots movement of Indigenous and non-Indigenous men and boys who are standing up against violence towards women and children. The campaign was created to support each other and stand together to end violence towards women and children.

May 12, 2022, the Students' Union tabled at both campuses and shared videos of male identifying members sharing the importance of standing up against violence towards women and children to help bring awareness to the Moose Hide Campaign.

## **ADVOCACY WEEK**

Fall 2021 - September 28 - October 2, 2021

The Students' Union hosted the fall Advocacy Fair to highlight the campaigns and advocacy work. Advocacy fair was held virtually through the Students' Union Instagram, Facebook, and Twitter accounts. There were online engagement activities and campaign actions for each campaign featured throughout the week.

Winter 2022 - March 29 & 30, 2022

The Students' Union was able to host the winter DSU Advocacy Fair on campus to highlight campaigns and advocacy work. Educational materials, actions, and giveaways were given out to members that engaged with activities throughout the fair.





## PERIOD PROMISE CAMPAIGN

Period Promise is a provincial wide campaign created by the United Way of the Lower Mainland to combat period poverty and help reduce barriers throughout our community. The campaign calls upon the Provincial and Municipal governments to provide free and accessible menstrual products in every public building such as hospitals, libraries, government offices, community centers, judicial buildings, and all publicly funded educational institutions, and so on.

In Fall 2021, the Students' Union advocated to the College's Senior Management Team to provide free menstrual products in every building to be accessible by the campus community. To help make the case to the SMT, the Students' Union participated in the Douglas College Menstrual Research Group that held various events and surveys that would result in the proposal to supply emergency menstrual products.

In Winter 2022, following months of meetings and advocacy the College began providing free menstrual products in all campus bathrooms and the Students' Union continued to provide feedback on the roll out of the new operation throughout the remainder of the year to ensure members, faculty, and staff have access to menstrual products when and where they need them.







# COLLECTIVES & ADVOCACY

Students' Union Collectives are sub-organizations of the Students' Union that represent equity groups on campus. They are run by the Students' Union constituency representatives. They coordinate meetings, events and advocacy for issues that relate to the collective.

## **DSU ACCESSIBILITY COLLECTIVE**

The DSU Accessibility Collective's goal is to create an inclusive and welcoming environment for all members as well as advocate for the equitable treatment of members with accessibility needs on campus and in the community.

The collective members participate in social, recreational, and special events on campus. such as:

- October 18, 2021 - Guided Painting in NW
- December 1, 2021 - Guided Meditation in NW
- March 1, 2022 - Accessibility Collective Social
- March 31, 2022 - Joint Collective Social
- June 29, 2022 - Accessibility "Learn about the Collective and Representative" social
- July 6, 2022 - Peer Support group in NW
- July 13, 2022 - Peer Support Group in NW
- July 20, 2022 - Individual Interaction Event in NW
- July 21, 2022 - Peer Support Group in NW
- August 3, 2022 - Peer Support Group in COQ
- August 10, 2022 - Individual Interaction Event in NW
- 

The DSU Accessibility Collective also honoured the following awareness dates this year through various social media outlets:

- International Day of Persons with Disabilities - Dec 3, 2021
- Bell Let's Talk - January 26, 2022
- Autism Acceptance Month - April 2022
- World Schizophrenia Day - May 24, 2022







## **DSU INDIGENOUS STUDENTS COLLECTIVE**

The DSU Indigenous Students' Collective's goal is to provide an inclusive and welcoming environment to all members, encouraging community, enriching cultural identity, and gathering strength through learning.

The collective members participate in social, recreational, and special events on campus. such as:

- September 24, 2021 - Indigenous Beading Workshop in COQ
- September 28, 2021 - Orange Shirt Day Tabling & Flag Raising in COQ
- September 29, 2021 - Orange Shirt Day Tabling & Flag Raising in NW
- October 4, 2021 - Sisters in Spirit Awareness Day
- October 5, 2021 - Salmon Home unveiling in COQ
- November 9, November 12, November 23, November 26, December 7  
December 10, 2021 - Beading Circle event (Biweekly Tuesdays &  
Fridays) in COQ
- November 23, 2021 - DSU Indigenous Marketplace event in COQ
- November 24, 2021 - DSU Indigenous Marketplace event in NW
- November 24, 2021 - Pow Wow Glow Yoga and Dance in NW
- March 15, 2022 - Pow Wow Dance Workshop in COQ
- March 31, 2022 - Joint Collective Social
- May 12, 2022 - Moose Hide Campaign Day Tabling in NW & COQ
- June 21 & 22, 2022 - National Indigenous Peoples Day Tabling at NW  
& COQ
- June 21, 2022 - Dreamcatcher Workshop at NW

The DSU Indigenous Students' Collective also honoured the following awareness dates through various social media outlets:

- Red Dress Day - May 5, 2022
- Moosehide Campaign Day - May 13, 2022
- National Indigenous History Month - June 2022
- International Day of the World's Indigenous Peoples - August 9, 2022

In the Summer semester, the DSU Indigenous Students' Collective began working on professional development courses with Douglas College, in preparation for National Day for Truth and Reconciliation.





## **DSU WOMEN'S COLLECTIVE**

The goal of the DSU Women's Collective is to create a safe and inclusive space for all self-identified women; to support, grow and learn from each other with a focus on social justice, awareness and community building through workshops, resources, speakers, and meetings.

The collective members participate in social, recreational, and special events on campus. such as:

- October 13, 2021 - Social Meet & Greet in NW
- November 17, 2021 - Safety & Self Defense Workshop (Hit & Run Self Defense)
- December 6, 2021 - National Day of Remembrance and Action on Violence Against Women in NW
- February 14, 2022 - Annual Women's Memorial March - MMIWG
- February 28, 2022 - Film Screening: She's Beautiful When She's Angry
- March 8, 2022 - International Women's Day Tabling at NW & COQ
- March 31, 2022 - Joint Collective Social
- April 12, 2022 - Women's Collective tabling collab with Period Promise Campaign Win at NW
- July 12, 2022 - Meet & Greet social at NW
- August 2, 2022 - Guided Painting & Ice Cream Social

The DSU Women's Collective also honoured the following awareness dates through various social media outlets:

- International Day for the Elimination of Violence against women - November 25, 2021
- 16 days of activism - November 25, 2021 - December 10, 2021

Throughout the Summer semester, the DSU Womens' Collective began working on SHIFT, an event hosted with Douglas College about reducing racism in our communities, institutions, and systems, to be hosted in Fall 2022.





## DSU PRIDE COLLECTIVE

The goals of the DSU Pride Collective are to provide a safe and inclusive space for members of the LGBTQ2S+ community. The Collectives hold fun, safe and inclusive events for members and provide information and materials regarding LGBTQ2S+ members on campus to make friends, utilize services specific to their needs.

The collective members participate in social, recreational, and special events on campus. such as:

- October 20, 2021 - Social Meet & Greet in NW
- November 9, 2021 - Film Screening of "Emergence: Out of the Shadows" at Anvil
- March 31, 2022 - International Transgender Day of Visibility tabling at NW
- March 31, 2022 - Joint Collective Social
- April 10, 2022 - Gay History Tour with Forbidden Vancouver Walking tours
- April 26, 2022 - Lesbian Day of Visibility – Film Screening at NW
- June 28, 2022 - Stonewall Uprising Film Screening at NW
- July 26, 2022 - Tabling to bring awareness to Pride Flag Raising events at NW & COQ
- July 27, 2022 - Pride Flag Raising Event in COQ
- July 28, 2022 - Pride Flag Raising Event and Tie Dye Social in NW
- July 31, 2022 - Vancouver Pride Parade
- August 13, 2022 - New West Pride Street Party







The DSU Pride Collective also honoured the following awareness dates through various social media outlets:

- National coming out day - October 11, 2021
- International Transgender Day of Visibility - March 31, 2022
- International Asexual Day - April 6, 2022
- Lesbian Day of Visibility - April 26, 2022
- International Day Against Homophobia Biphobia and Transphobia - May 17, 2022
- Pan Visibility Day - May 24, 2022
- Pride Month - June 2022
- Stonewall Riots - June 28, 2022
- Non-Binary Awareness Week - July 11-15, 2022
- International Non-Binary People's Day - July 14, 2022

### **ADDITIONAL EQUITY WORK**

Throughout the year, the DSU also honoured, celebrated, and highlighted a variety of other social justice and equity awareness dates:

- Diwali - November 4, 2021
- Hanukkah - November 28, 2021
- Black History Month - February 2022
- Lunar New Year - February 1, 2022
- Ukrainian/Russian war - February/March/April 2022
- World Water Day - March 22, 2022
- Earth Day - April 22, 2022

February is Black History Month and in celebration the Students' Union hosted a movie day at both campuses. The movies we played were: Get Out, Black Panther, Soul, and Hidden Figures. The Students' Union also highlighted and celebrated facts and important information about black history month and key moments in history.

Summer 2022, the Board of Directors undertook training through Bakau Consulting, for further learning and education about anti-oppression and using inclusive language. These trainings occurred on June 27, 2022, and July 18, 2022.





# SERVICES

The Students' Union runs a variety of services to meet the needs of members that include services to support members saving money, succeed in school and to stay healthy.

## **VIRTUAL OFFICE HOURS**

The Students' Union's continued weekly virtual office hours to support members as they transitioned to a hybrid of online and in person learning. Virtual Office Hours are held on Tuesdays from 1:00pm-3:00pm and Thursdays 10:00am-12:00pm on Zoom. An additional session was held on Thursdays from 5:00pm-7:00pm for the first two weeks of each semester from September 2021-April 2022.

## **HEALTH & DENTAL PLAN**

The Students' Union's Health and Dental plan is a brokered service provided by the insurer Green Shield Canada and brokered by Gallivan and Associates. Gallivan and associates is a subsidiary of the publicly traded company People Corporation.

## **DEALS APP**

The Deals App is a discount program designed to help students save money on services at restaurants, retail shops, fitness studios and even travel companies across BC.

### Solicitation of Discounts for 2021-22

- Secured 23 discounts from businesses.

### Promotion of Deals App

- Promoted program through posters on campus and social media. Used TikTok to promote businesses who offered a discount to students.
- With the increased number of businesses on the program, promotion was found to be easier, as students recognized businesses on the plan.
- The BC Federation of Students created a Facebook page for the Deals App to widely share the provincial-wide discounts for students. The Students' Union shares BC wide and local businesses which are shared through that page.





## **MEMBER HANDBOOK AND DAYPLANNER**

The Students' Union produces its annual handbook through a service of the BC Federation of Students. The British Columbia Federation of Students continually keeps the price stable, with handbooks arriving early in August every year in time for orientation and welcome back events.

### **2020-21 Handbook**

- The Students' Union outsourced artwork for the front cover of the handbook. Art was commissioned and created by Indigenous artist, Edwin Neel.
- Cover - Indigenous Art - Thunderbird.
- Handbooks were distributed to members, through a new mail out service that was implemented in August 2020, as well as in-person and through on campus tabling.

### **2022-23 Handbook Production**

- Winter 2022, the Students' Union began the process to create the 2022-23 Handbook.
- Cover - 70's retro theme, in celebration of the Douglas Students' Union's 50th anniversary
- Handbooks were delivered on time, at the end of August 2022.
- Increased number of Handbooks ordered this year to 7800.

## **DS APP - READY EDUCATION MOBILE APP**

The READY Education mobile app is provided to Douglas members in the form of the DS app. The app service is an important function in providing an avenue of communication between the Students' Union Board and members. In addition to its membership development functions, the app also provides a valuable service to students.

### **2021-22 Usage:**

- 3322 accounts created
- 41K messages amongst members
- 512 connections between members
- 2966 posts



## **MEMBERSHIP DEVELOPMENT AND MEMBER SUPPLIES**

### **Fall 2021 Materials**

- Ordered \$30,270.96 worth of materials from the BCFS bulk purchase store with Fairware, in July 2021, and materials arrived for September 2021.
- Materials included: water bottles, notebooks, reusable shopping bags, pens, highlighters, visors, dad hats, toques, ceramic travel mugs, grey sweatshirts, grey sweatpants, white t-shirts, cutlery sets, pencil cases, plant/seed pots, and post-it note flag sets.
- Materials were well received by members.

### **Winter 2022 Materials**

- Ordered \$19,625.84 worth of additional materials to restock from Fall 2021, along with some new limited additional items to provide members at the 2022 Annual General Meeting.
- New items included: lanyards, pencils, cellphone wallets, webcam covers, navy T-shirts, and grey crewneck sweatshirts.

### **2022-23 Materials**

- Summer 2022, the Board of Directors began planning, designing, and ordering materials for the 2022-2023 year.
- Ordered \$33,699.80 worth of branded materials for members from the BCFS bulk purchase store with Fairware.
- These materials were purchased to celebrate the DSU 50th anniversary and throughout the fall semester as regular membership development swag.
- Materials for the 50th anniversary included: navy t-shirts, navy sweatpants and crewneck sweatshirts, water bottles, drawstring tote bags, umbrellas, stickers, and sticky note flag sets.
- Materials for the regular fall semester order included: lanyards, highlighters, water bottles, notebooks, pens, pencils, pencil cases, pencil sharpeners, navy t-shirts, and black t-shirts.
- These items will be given to members starting September 2022.





## **U-PASS BC**

The Students' Union participates in the U-Pass BC Program along with 9 other Students' Unions at the public post-secondary institutions in the lower mainland. The U-Pass is a service that members voted on via referendum in 2019 and continues until 2025. The program provides for a unified U-Pass across the region under which all members pay a common price, and the total cost of the service is subsidized by the government of BC. The program is implemented through a series of contracts between the provincial government, Students' Unions, institutions and the transit provider, TransLink. The current agreement limits an increase to 2% annually until 2025.

## **HERE2TALK**

The Students' Union continued to promote the Here2Talk service on campus in the 2021-2022 year. The service was created in 2020 and continues to be a useful benefit for members to access.

It is a free service, available to all public post-secondary students, to support and complement counselling services provided by institutions. It offers confidential, free, single-session services by app, phone, or online chat 24 hours a day, seven days a week. The service can be accessed through <https://here2talk.ca>

## **STUDENT GRANT FUND**

The Students' Union created the Student Grant Fund designed to support members engaged in student initiatives at Douglas College and other post-secondary institutions. The fund provides grants that will support and encourage participation in conferences, lectures, events, and competitions centered on students and enhancing educational experiences.

In 2021-22, the Students' Union allocated \$11,000 through the student grant fund.

## **LOCKERS**

Throughout the 2021-2022 year, the locker rental service continued. Locker rentals were available for students each semester for \$10/semester.



## **FINANCIAL AID**

The Students' Union funds a number of awards, bursaries and emergency aid programs administered through the Douglas College Financial Aid office. The aid is focused on financial need and is accessible to domestic and international students in all programs. The awards include the DSU Mature Students' Bursary, DSU Daycare Bursary, DSU Domestic Student Award and the DSU Emergency Bursary.

Financial aid can be accessed directly from the Financial Aid Office at Douglas College.

In March 2022, members from the Douglas College Foundation presented to the Board of Directors about an upcoming campaign to raise money for a new student award for Indigenous and Immigrant students. In August 2022, the Board of Directors approved a motion to donate \$6500 on September 1, 2022, to the Indigenous Immigrant Student Award – Strengthening Pathways.

## **FIRST AID CLASSES**

The Students' Union offers First Aid courses at a partially subsidized rate, for students at Douglas College. The cost to members starts at \$50 per course, after the DSU subsidy.

In the 2021-2022 year, the Students' Union offered courses each semester, in person, at both campuses. Courses offered were Emergency First Aid, Standard First Aid and CPR C, and Standard First Aid with Basic Life Saving courses. These courses are taught by an external company called The Vital Link.

## **PRINTING SERVICES**

Printing services transitioned to bringing a USB to the front desk or emailing for support with printing. Students are offered 100 free black and white prints each semester from the Students' Union.





## **EMERGENCY FOOD BANK**

The Emergency Food Bank service was delivered online to students in the form of e-gift cards valued at \$30.00. These e-gift cards were emailed to members directly. Students are eligible to apply for the food bank twice per semester, but only once per month.

Over 1600 e-gift cards were sent out to members for the emergency food bank between September 2021 and August 2022.

Over the summer, the Douglas Students' Union decided to re-evaluate the service to see how it can better benefit members. August 2022, the Students' Union transitioned the service from gift cards to food packages that members can request online and pick up from the Students' Union offices.

During Winter 2022, the ongoing war between Ukraine and Russia began. The Students' Union contacted the International Department at Douglas College to offer our support to all Ukrainian and Russian students who were affected by the war in their countries. The Students' Union provided help and support to over 65 students from these two countries by providing them with \$100 gift cards per week. The Students' Union provided this service from March 8-April 27, 2022 (the last day of the Winter 2022 semester)

## **EMERGENCY MENSTRUAL PRODUCTS**

The Students' Union continued to offer free menstrual products for students in all washrooms in the Students' Union building. They were also available for pick up from the kiosk in Coquitlam as needed. Products available include pads and tampons, as well as condoms (internal & external).

In December 2021, the Students' Union offered menstrual product packages for students to pick up to help them out during the winter holiday break and campus closure. This was an initiative started by the campaigns working group, in support of the Period Promise campaign.





The Students' Union continued to advocate for the college to provide these items in its washrooms. In Winter 2022, Douglas College implemented having menstrual products available in all washrooms at all campuses. You can read more about this in the College Relations section of this report.

## **OMBUDSPERSON**

To date, Douglas College does not have an independent ombudsperson service to assist members with appeals, conflicts and disputes on matters relating to student rights and fairness. As mandated by the Bylaws, the Students' Union provides an ombudsperson service to assist members.

Throughout the 2021-2022 academic year, the Ombudsperson role was filled by staff person Deepa Singh and supported by staff persons Ashley Gordon and Andrew Dalton.

The Ombudsperson service continues to be provided to members through in-person meetings and online virtual meetings to ensure access for all members.

Members accessed the Ombudsperson service to receive support in conflicts with instructors and members, final grade appeals, allegations of academic dishonesty, and accommodation issues. While assistance with allegations of academic dishonesty continues to be one of the main reasons members are accessing the service, this year the Ombudsperson service saw an increase in use for members accessing assistance with issues related to accommodation, grade appeals, and requests for exceptions.







## **STUDENTS' UNION BUILDING & SPACES**

The Students' Union operates spaces at both the New Westminster and Coquitlam campuses. The Students' Union Building in New Westminster is a fully separate and operated building, while the spaces at Coquitlam serving members are integrated into the AB Building.

The Douglas Students' Union front desk and kiosk continued to be open for in person services and support to members. Office hours were Monday-Friday from 9:30am-4:30pm for Fall 2021 and Winter 2022. During Summer 2022, office hours were Monday-Friday from 10:00am-3:30pm.

The Douglas Students' Union has 4 small meeting rooms available, at the New Westminster campus, for students to rent and book for set times throughout the day. All the meeting rooms, student lounges and offices were open for members to enjoy Monday-Friday from 8:30am-6:30pm at both campuses.





# GOVERNMENT RELATIONS

## **FEDERAL GOVERNMENT RELATIONS**

On July 27, 2022, the Students' Union and Douglas College held a Pride Flag Raising at the Coquitlam Campus, where Member of Parliament Bonita Zarrillo (Port Moody-Coquitlam) attended.

## **PROVINCIAL GOVERNMENT RELATIONS**

The Students' Union met with various Member of Legislative Assembly (MLA) and government staff to discuss topics that ensure that British Columbia post-secondary education is affordable, accessible, and equitable for all. The Students' Union met with the following MLAs at three meetings on November 18, 2021.

- MLA's Bains, Cullen, Dykeman, Kang, Lore, Ralston, & Sandhu
- MLA's Alexis, Greene, Heyman, Osborne, Paddon, Simons, Starchuk, & Whiteside
- MLA's Babchuk, Chandra-Herbert, Chow, Donnelley, Elmore, Sharma, Sims, & Yao

The Students' Union hosted Minister Kang and Minister Whiteside at the Douglas Students' Union building in New Westminster and discussed current work and plans for the upcoming academic year.

## **LOCAL GOVERNMENT RELATIONS**

The Students' Union meets and corresponds regularly with local city government bodies to address issues facing members within the communities and to discuss opportunities to work together on community events and campaigns.

### City of New Westminster

On July 28, 2022, the Students' Union and Douglas College held a Pride Flag Raising at the New Westminster Campus, where City Councillor, Chuck Puchmayr attended.

### City of Coquitlam

On July 27, 2022, the Students' Union and Douglas College held a Pride Flag Raising at the Coquitlam Campus where Coquitlam City Councillors attended.





## HOUSING ANNOUNCEMENT

On August 23, Minister of Advanced Education and Skills Training, Anne Kang, MLA for New Westminster, Jennifer Whiteside, and MLA for Richmond-Queensborough, Aman Singh, attended the New Westminster campus to publicly announce the upcoming Douglas College housing project, the largest single investment in housing at a public institution in the history of British Columbia.

Students' Union Directors and staff played an active role throughout the project's planning, taking part in planning sessions and providing feedback to ensure spaces meet future students' needs.





Over the past year, the Students' Union has strengthened its relationship with Douglas College at various levels. There is strong student representation at decision making governance bodies at the college and strong relationships with individuals including the various vice presidents and directors that represent administration, front line staff that provide services to members as well as many faculty members.

### **RELATIONS WITH SENIOR MANAGEMENT TEAM**

The Students' Union meets every semester with members of the Senior Management Team through the Joint Operations Committee. The meetings offer the opportunity to discuss issues facing members, student initiatives, and operational considerations affecting both parties.

The Director of College Relations and a staff member regularly attend meetings of the Senior Management Team to provide feedback and ask questions about policy changes and updates as they relate to the member experience at Douglas College.

#### Proposal to Douglas College: Supplying Emergency Menstrual Products at Douglas College:

As presented in last year's Annual Report, the Students' Union had worked on a formal proposal asking the institution to supply emergency menstrual products in all washrooms on campus. Directors and staff met with members of the Senior Management Team in September 2021 to present. The proposal was well received by the Senior Management Team that recognized the value of combating stigma, period poverty, and providing an equitable environment for all college community members.

In the winter semester, Douglas College moved forward with the initiative and began installing dispensers in all washrooms and providing free access to menstrual products for members of the College community.





## **COLLEGE GOVERNANCE**

### **College Board**

The Students' Union sends representatives to observe College Board meetings and keeps the Board of Directors informed of issues arising at the meetings. The Students' Union also works with the elected students on the College Board to ensure they can present their views and represent members in discussions and decisions.

### **Education Council**

The Students' Union sends representatives to observe Education Council meetings and keep the Board of Directors informed of issues arising at the meeting. The Students' Union also works with the elected students on the Education Council to ensure they can present their views and represent members in discussions and decisions.

### **2021-2022 Budget Consultations**

The Students' Union undertook significant work to present a comprehensive budget proposal for investments in key services, financial aid systems and open educational resources.

The Students' Union actively engaged with members throughout the year to receive feedback from members about their experiences at Douglas College. This was followed by direct on-campus and virtual engagement in November through a series of 4 surveys. The surveys focused on 6 topics: Quality of Education, Technology, Educational Resources, Services, International Student Experiences, and Affordability. Data from the surveys and the year-round engagement were analyzed and used to guide recommendations on behalf of members to the Douglas College Budget.

Recommendations included increased financial assistance, a tuition freeze for all students and cap on international student fee increases, increased access to college services, increased access and support for open educational resources, free menstrual products, and a permanent prayer space on campus.



The Budget recommendations were submitted to Douglas College Senior Management Team in December 2021.

In February 2022, Douglas College hosted a Student Forum where members were presented the proposed Douglas College Budget and could ask questions and provide feedback.

## **OTHER COLLEGE COMMITTEES & INITIATIVES**

### **Open Douglas Working Group**

The Students' Union participates in the Open Douglas Working Group, composed of faculty and staff to discuss initiatives to promote open learning and OER adoptions on campus.

### **Mental Wellness Strategy Initiative Working Group**

The Students' Union sends one staff and student representative to participate in the Douglas College Mental Wellness Strategy Initiative Working Group, which is composed of faculty, staff, and students to discuss mental health strategies to implement at Douglas College.

### **Student Services Advisory Committee**

The Students' Union sends one staff and student representative to participate in the Douglas College Student Services Advisory committee, which is composed of Douglas staff and students to discuss in person and virtual service improvements on campus.

### **Relations with Institutional Staff & Faculty**

The Students' Union has a generally positive relationship with institutional staff, who are members of the British Columbia Government and Service Employees Union (BCGEU), Local 703.

Members of the Board of Directors participate regularly with the institution's faculty on various College committees, and the Students' Union continues to share a strong relationship with faculty, who are organized with the Federation of Post-Secondary Educators of BC, Local 4.





## Relationship with Douglas College Student Life

The Students' Union maintains a positive relationship with Douglas College Student Life, working closely throughout the year on events, such as New Student Orientation, EDGE, and mental health awareness events. The Students' Union and Student Life support each other throughout the year by sharing events on social media and encouraging involvement of members to all events at Douglas College.

This positive relationship has continued while we have transitioned to online engagement, and both parties support each other via social media whenever possible.



A group of people are seated in a room, holding up pink cards. In the background, a presentation screen displays the text "PRESENTATION OF AUDITED FINANCIAL STATEMENTS".

# INTERNAL AFFAIRS & FINANCES

It was a busy year for the Students' Union internally, work was undertaken to ensure compliance with government regulatory statutes with the BC Societies Act, BC Lobbyist Act, and the College and Institutes Act which governs how the Board of Directors run the union and how fees are collected.

## **GOVERNANCE**

### **BC Societies Act**

The Students' Union operates under the BC Societies Act and remained in compliance with the Act through the 2021-2022 year.

### **College and Institute Act**

The Students' Union maintains compliance with the College and Institute Act to ensure that its fees and those it collects in trust can be maintained by Douglas College. The Students' Union was in compliance with the Act through the 2021-2022 year.

### **BC Lobbyist Act**

The BC Lobbyist Act came into effect in May 2020, the Students' Union remained in compliance with the Act through the 2021-22 year.

### **Annual General Meeting**

The Students' Union held its Annual General Meeting on January 26, 2022, virtually, on Zoom in Webinar format. The meeting was quorate with more than 60 members participating. Members received the 2020-21 Annual Report, approved bylaw amendments, approved the 2020-21 Audited Financial Statements, and approved the appointment of the Auditor for the upcoming 2021-22 fiscal year.

### **Board of Directors Elections**

The Students' Union held its annual election between January 31 and February 18, with one slate of candidates and 5 individual candidates running for office.

The election was held online and in-person, and voting was conducted online through ElectionBuddy. After five days of online voting across, over 856 members cast ballots.





## **Board of Directors Orientation**

The Students' Union's Board Orientation was held in-person May 3-5 on the New Westminster campus. The sessions were hosted by the staff of the Students' Union and assisted by BC Federation of Students Organizer, Jenelle Davies.

Sessions held at the meeting taught Directors about the Students' Union's structures and finances, the legal responsibilities of directors, staffing and labour relations, and the regular responsibilities of directors. The board used the time to develop a set of basic goals and plans for the year ahead.

## **Strategic Planning**

A Strategic Planning session was held in Summer 2022 between the Executive and staff of the Students' Union. The session was a full day meeting to discuss goals and priorities and to strategize short- and long-term initiatives for the strategic plan. The main initiatives highlighted at the meeting included focus on social issues, increased community and government relations, a review of internal practices and services, and increased learning opportunities for members.

## **POLICY & BYLAW UPDATES**

### **Bylaw Updates**

There was 1 bylaw amendment that took effect in the 2021-22 year. Bylaw V.4 was adopted as amended at the 2022 AGM (Annual General Meeting). The bylaw amendment was designed to ensure that future directors were adequately compensated for their work and in line with the fair living wage in the Metro Vancouver region.

### **Policy Updates**

The Students' Union regularly reviews and updates the policies of the organization. During this year, policies revised were 20.01 - Budget Principles and Process, 20.05 - Board Member Compensation and Reporting, Procedure 20.02-01 - Reimbursement Rates, Procedure 40.01-01 - Emergency Aid Endowment Fund Terms of Reference, and Procedure 40.01-06 - Food Bank Service Guidelines.



## **STAFFING**

All Staff are members of CUPE 2396.

Summer 2022, the Students' Union and CUPE 2396 began bargaining for the new collective agreement, which expired July 29, 2022. Negotiations were held in June and an agreement was signed off in early July 2022 by both parties.

Bargaining unit on both sides included:

- CUPE 2396 - Gordon, Matasa, Sullivan
- Douglas Students' Union - Bernoe, Domasig, Thomson

## **Regular Staff and Staffing Changes**

The Students' Union employs 7 full-time staff. There were several changes in regular staffing during the academic year.

In August 2021, the Douglas Students' Union went through a staffing restructuring that included new roles and 1 new position. The Students' Union began hiring a new Organizer - Campus Life and Organizer - Campaigns and renaming some staff positions. With the changes, the new staff roles were changed to:

- Executive Director
- Finance & Accounting Coordinator
- Organizer - Advocacy
- Organizer - Campaigns
- Organizer - Campus Life
- Organizer - Communications
- Services Coordinator

September 2021, 2 new staff started their roles as Organizer - Campaigns & Organizer - Campus Life. Staff person Tracy Ho, went on a 1-year leave of absence from the role of Organizer - Advocacy, effective September 9, 2021. Staff person Deepa Singh transferred roles to Organizer - Advocacy to cover for Ho's leave of absence.





In February 2022, Singh went on a 6 month leave of absence. Staff person Ashley Gordon transferred to Organizer - Advocacy for Singh's leave term. An external candidate, Kyle Maddox, was hired to fill the position of Services Coordinator from May 1, 2022-August 31, 2022.

July 2022, staff person Genessa Ewart-Yan began an 8-month parental leave. Michael Gauld was hired to fill the role of Organizer - Campaigns for Yan's leave. Gauld began working for the Students' Union in June 2022.

### **Student Staffing**

The Students' Union employed 5 members in part-time positions to work at the front desk in New Westminster and the kiosk in Coquitlam.

## **FINANCIAL MANAGEMENT**

### **Audited Financial Statements**

The Students' Union's fiscal year is September 1 to August 31. Each September and October, the Students' Union prepares its annual financial statements for auditing, a process that occurs in November and December each year. The following January, the audited statements are adopted by the Board and forwarded to the membership at the annual general meeting.

### **2020-21 Audited Financial Statements**

The Students' Union's 2020-21 financial statements were prepared on time and audited prior to December 2021. The statements, along with the auditor's report were presented at the annual general meeting held January 26, 2022, and received by the general membership.

### **2021-22 Audited Financial Statements**

Work on the 2021-22 financial statements began in late August 2022 and the bulk of the statement and audit preparation was completed by December 2022. The audited financial statements and report of the auditor will be presented to the general membership in January 2023 at the annual general meeting.



## **Dues Collection**

The Students' Union collects its fees through automatic assessment and collection by Douglas College in accordance with the College and Institute Act. The Students' Union also uses the same mechanism to collect fees on behalf of the British Columbia Federation of Students.

## **Students' Union Fees**

The Students' Union fees were increased in 2021-22 by the rate of change in the consumer price index for Vancouver per the Students' Union's bylaws.

## **British Columbia Federation of Students Fees**

The Students' Union collects fees on behalf of the British Columbia Federation of Students consistent with Douglas students' membership in the Federation. In 2021-22 the fees for the BCFS were increased by the rate of inflation per the organization's bylaws.

## **BRITISH COLUMBIA FEDERATION OF STUDENTS 40th Annual General Meeting - January 2022**

The Students' Union sent Directors Ramkumar, Domasig, Dhir, Rodriguez, Bernoe, and Galianova along with staff persons Yan and Dalton, to the general meeting. This meeting was held online, to stay in accordance with public health safety regulations due to the COVID-19 Pandemic.

## **82nd Semi-Annual General Meeting - July 2022**

The Students' Union sent Directors Dhir, Bernoe, Trebunski, Domasig, Treloar, and Yun along with staff persons Gauld and Dalton, as delegates to the general meeting. This meeting was held in person at the Sheraton Airport hotel in Richmond, BC.





## **Skills Development Symposium – November 2021 and May 2022**

The Students' Union sent delegates to both Skills Development Symposium meetings in November 2021 and May 2022. Skills Development Symposium is a 3-day conference meeting for delegates to learn skills to bring back to their Students' Union about Media Relations, Working with Volunteers, Outreach, Directors Rights and Responsibilities, Contract Negotiations and more.

The meeting in November 2021 was held at the Sheraton Airport hotel in Richmond, BC and the Students' Union sent Directors Agbaje, Bernoe, Rodriguez, Galianova, Hothi, Dlr, Wagner, Domasig, Palad, and Ramkumar, along with staff Sullivan, Yan, and Dalton.

The meeting in May 2022 was held at the Delta Oak Bay hotel in Victoria, BC and the Students' Union sent Directors Trebunski, Schartner, Ferenc, Bernoe, Grewal, Domasig, Kim, Sabio, Wagner, Dlr, Pwint, Yun, and Thomson, along with staff Sullivan, Buteau, and Dalton.

## **Executive Committee**

Between September 2021 and April 2022, the Students' Union's representative to the Executive Committee was Amrita Ramkumar, Director of Finance.

Between May 2022 and the end of the fiscal year, Douglas members have been represented on the Executive Committee by Mehre Dlr, the Director of External Relations.





## **2021- 2022 Board of Directors (May 2021-April 2022)**

Accessibility Representative - Olya Galianova  
 Campus Representative - Coquitlam - Axel Bernoe  
 Campus Representative - Coquitlam - Myat Noe Pwint  
 Campus Representative - New Westminster - Jessica Castillo  
 Campus Representative - New Westminster - Bikrum Hothi  
 Campus Representative - New Westminster - Elijah Kim  
 Campus Representative - New Westminster - Luna Wagner  
 Director of Campus Life - Jed Palad  
 Director of College Relations - Doyinsola Agbaje  
 Director of Finance - Amrita Ramkumar  
 Director of External Relations - Mehre Dlr  
 Director of Membership Development - Danna Domasig  
 Indigenous Students' Representative - Alysandra Hillaby  
 Pride Representative - Andrea Schartner  
 Women Students' Representative - Ana Lucia Rodriguez

## **2022- 2023 Board of Directors (May 2022-April 2023)**

Accessibility Representative - An Trebunski  
 Campus Representative - Coquitlam - Ava Ferenc  
 Campus Representative - Coquitlam - Jerson Sabio  
 Campus Representative - New Westminster - Bhavdeep Singh Gewal  
 Campus Representative - New Westminster - Elijah Kim  
 Campus Representative - New Westminster - Luna Wagner  
 Campus Representative - New Westminster - Myungsan Yun  
 Director of Campus Life - Axel Bernoe  
 Director of College Relations - Bailey Cove  
 Director of Finance - Rachael Thomson  
 Director of External Relations - Mehre Dlr  
 Director of Membership Development - Danna Domasig  
 Indigenous Students' Representative - Douglas Treloar  
 Pride Representative - Andrea Schartner  
 Women Students' Representative - Myat Noe Pwint





## STAFF

Executive Director - Andrew Dalton

Finance & Accounting Coordinator - Roxana Matasa

Organizer - Advocacy - Tracy Ho (on leave September 7, 2021 - September 6, 2022)

Organizer - Advocacy - Deepa Singh (on leave February - August 2022)

Organizer - Advocacy (interim) - Ashley Gordon (April - August 2022)

Organizer - Campus Life - Deepa Singh (on leave September 7, 2021 - September 6, 2022)

Organizer - Campus Life - Danielle Buteau

Organizer - Campaigns - Genessa Ewart-Yan (parental leave effective July 1, 2022)

Organizer - Campaigns (interim) - Michael Gauld

Organizer - Communications - Delaney Sullivan

Services Coordinator - Ashley Gordon (on leave May - August 2022)

Services Coordinator (interim) - Kyle Maddox (May - August 2022)



DOUGLAS  
STUDENTS  
UNION BCFS LOC.6