



2022-2023

# ANNUAL REPORT



**PREPARED BY THE  
DOUGLAS STUDENTS' UNION**

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Annual General Meeting  
January 31, 2024





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# DEAR MEMBERS

Please accept for your consideration the Douglas Students' Union Annual Report covering September 2022 to August 2023.

2022 brought a huge milestone for the Students' Union, celebrating 50 years of advocating for student rights and access to accessible education for all, services to improve students' lives during their education, and campus life to create a welcoming, fun experience while students are completing their education.

The Students' Union kicked off the 2022 academic year with a 50th Anniversary Carnival on both campuses, where students came together to have fun and celebrate the special milestone. The Carnival included food for students, games, a celebration of advocacy victories, a DJ and dance floor, and a beverage garden. The Carnival provided an opportunity for students to come together, meet new friends, and start the year with some fun before diving into their studies.

Throughout the year, the Students' Union continued with Campus Life events to ensure that students were provided with a well-rounded experience during their post-secondary journey. The Campus Life Working Group hosted Pub Nights, a Halloween Party, Royals Tailgate Parties, Dog Therapy, and Movie Days.

The 2022 – 2023 academic year saw a large increase in work by the DSU Collectives to bring more awareness of social issues, more education on social issues, and an increase in events to bring students together and create safe spaces for everyone. The DSU Collectives continue to bring new ideas to campus and ensure all members are protected and celebrated. Through flag raisings, movie nights and engaging social events, our members were celebrated and connected.



As students, we understand the challenges and barriers we all face during our education and in our daily lives. It is why we work so hard to advocate for you at all levels of government and at the College. It is also why we ensure that our services are meeting your needs and look to improve them annually. This year, through your voices being heard in a referendum, we saw greater access to our Health and Dental Plan.

This year, the Douglas Students' Union celebrated 50 years of advocacy with you all. Year after year, we strive to make the lives of students better during their educational journey and to increase access for future generations. But its not just about us, its about all of you. We could not do this work without all the support we receive from our members and the College community. We will continue to fight for you! We will continue to provide the services you depend on during your education! We will continue to bring fun events to campus!

We look forward to the year ahead, tackling challenges together!

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







# CAMPUS LIFE

The Students' Union provides various events throughout the year to create a fun experience for our members outside of the classroom! 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.

## **FALL 2022 EVENTS**

- New Student Orientation - COQ - September 1, 2022
- International Student Orientation - NW - September 1 & 2, 2022
- Welcome Week tabling - NW & COQ - September 6-8, 2022
- 50th Anniversary Celebration - COQ - September 14, 2022
- EDGE - NW - September 16, 2022
- 50th Anniversary Celebration - NW - September 22, 2022
- Halloween Party - NW - October 27, 2022
- Pub Night - Taphouse Coquitlam - November 17 & December 7, 2022
- Student Life Hangout Collaboration event - NW - November 18, 2022
- Holiday Event - NW & COQ - November 29 & December 1, 2022

## **WINTER 2023 EVENTS**

- Welcome Week tabling - NW & COQ - January 4-6, 2023
- Movie Day - NW & COQ - January 10 & January 12, 2023
- DC Royals Volleyball Tailgate Pre-Party - NW - January 26, 2023
- Student Life Hangout Collaboration event - NW - January 27, 2023
- Pub Night - Taphouse Coquitlam - February 2 & March 16, 2023
- DC Health Fair & Dog Therapy - NW & COQ - March 21 & 23, 2023
- Deals Fair - NW - March 23, 2023
- Spring into Summer Festivals - COQ & NW - March 28 & April 4, 2023



## SUMMER 2023 EVENTS

- Welcome Week tabling - NW & COQ - May 8-11, 2023
- Summer You Belong - NW - May 12, 2023
- Summer Movie Day and Freezies - NW & COQ - June 27 & July 12, 2023
- New Student Orientation - NW - August 22, 23, & 29, 2023
- New Student Orientation - COQ - August 24 & 28, 2023
- International New Student Orientation - NW - August 30 & 31, 2023
- Athlete's Orientation - NW - August 30, 2023





# MEMBERSHIP OUTREACH & COMMUNICATIONS

## **CLUBS:**

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

## **Club Registration Packages:**

- 31 club packages received and accepted in Fall 2022
- 5 packages were received and accepted in Winter 2023.
- There were 36 ratified clubs, and the Students' Union allocated \$17,880 in funding based on club requests.

## **Clubs Events:**

The Students' Union hosted club fairs at both campuses in the Fall and Winter semesters. The DSU Collectives participated during the Clubs Fair to highlight their work.

### Fall 2022

- Coquitlam - 6 clubs participated - September 20, 2022
- New West - 21 clubs participated - September 23, 2022

### Winter 2023

- Coquitlam - 6 clubs participated - January 17, 2023
- New West - 18 clubs participated - January 18, 2023

## **Clubs Council**

Clubs Council met twice during the 2022-23 year.

- Fall 2022 - October 5, 2022
- Winter 2023 - February 3, 2023





## **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 using Slack as a communication tool to communicate with active volunteers. The Students' Union began to advertise the volunteer program in Fall 2022 and hosted trainings on:

- September 12, 2022 - NW
- March 7, 2023 - Zoom
- March 9, 2023 - NW
- August 22, 2023 - NW
- August 23, 2023 - NW

During the 2022 – 2023 year, there were 87 active volunteers.

## **COMMUNICATIONS**

The Students' Union has many ways to communicate with members and has 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.

## **DIGITAL COMMUNICATIONS**

DSU Website

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

Social Media @thedsu6

- Instagram
- Facebook
- X (Formerly Twitter)
- Tik Tok







## 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 over 25 classes between the Fall 2022 semester and the Winter 2023 semester to introduce the work of the Students' Union and upcoming advocacy initiatives.

### New Student Orientation

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

The Douglas Students' Union participated in orientation programs for the Fall 2022, Winter 2023, and Summer 2023 semesters by presenting and talking to new students about the Students' Union, as well as putting together a video for students outlining the work of the Students' Union and what is available for members through the online Blackboard Strong Start Module. NSO events included New Student Orientation, Faculty Orientation, International Student Orientation, Mature Student Orientation, and Student Athlete Orientation.







## COMMUNICATIONS

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## DIGITAL COMMUNICATIONS

DSU Website

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

Social Media @thedsu6

- Instagram, Facebook, X (Formerly 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.

During the 2022-2023 year, 4111 members downloaded the DS app, and students sent nearly 7500 messages on the different channels. The app's most used features and tiles were: U-Pass, Events, student feed and channels, DSU Clubs, and DSU Services.

## E-Newsletter

In the Fall 2022 semester, the Students' Union continued to send an e-newsletter to members from a membership list provided by the College. The Students' Union receives the membership list in the 3rd week of each semester and sends 1-2 emails per month to members. This format was continued for the Winter 2023 and Summer 2023 semesters. In November 2022, the Students' Union switched newsletter providers to the most cost-effective platform.

16 e-newsletters were sent to members between September 1, 2022, and August 31, 2023.





# CAMPAIGNS

Every year, the Students' Union advocates for student rights through many different campaigns that focus on improving the lives of students throughout their education. 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 2022-2023 year, the Students' Union focused their campaign efforts on the following campaigns:

- Get Out the Vote
- Open Textbooks Now
- Fairness For International Students
- Moosehide Campaign
- Period Promise
- Advocacy Week
- Sudden Silence Project

## GET OUT THE VOTE

September 2022 started with the Students' Union working on an election campaign for the Municipal Elections called 'Get Out the Vote.' The Local hosted tabling sessions on both main campuses and invited all candidates to speak with students and community members about their platforms. The events were held on the Coquitlam campus on October 5 and the New Westminster campus on October 7.





## **OPEN TEXTBOOKS NOW!**

September 2022, the Students' Union tabled at both campuses for 3 days each. Tabling focused on spreading awareness about open educational resources (OERs) and surveying students about educational materials during course enrolment. The survey aimed to gather information about the benefits of seeing available course materials and costs during the College registration process.

The Students' Union organized tabling for Open Education Week in March 2023 to increase awareness of OERs again. 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 received 130 nominations and recognized 10 OER champions for their work in using and supporting OERs in classrooms at Douglas College.

## **FAIRNESS FOR INTERNATIONAL STUDENTS**

The Fairness for International Students campaign was highlighted at March's tabling events and the Spring into Summer year-end Festival.

Tabling events and games were held March 20-23, 2023 on both campuses to bring greater awareness to the campaign. Interactive games were played at the table to highlight the financial inequalities faced by international students during their education in Canada. Students were also encouraged at the table to craft personal artwork and messages outlining their experiences as international students.

During the Spring into Summer year-end festival, students were again provided with the opportunity to craft personal artwork and messages outlining their personal experiences as international students. 350 letters and pieces of artwork were created and mailed to Selina Robinson, Minister of Post-Secondary Education and Future Skills.





## **MOOSE HIDE CAMPAIGN**

The Moosehide 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.

In early May 2023, the Students' Union shared educational materials through social media and tabled at both campuses during Welcome Week to raise campaign awareness.

## **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.

For many years, the Students' Union has provided free menstrual products in all DSU spaces at Douglas College. Products can be found in all washrooms of the DSU building in New Westminster and are available to pick up from the DSU Kiosk in Coquitlam.

In 2021, the Students' Union successfully advocated to the College Senior Management Team to provide menstrual products in all washrooms at Douglas College, and the program began in the winter semester of 2022. The Students' Union continues to provide materials in DSU spaces and continues to monitor washrooms in the College to ensure products are stocked and readily available for all.



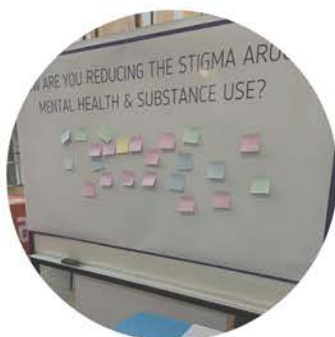
## ADVOCACY FAIR

Fall - October 2022

The Students' Union hosted the Fall Advocacy Fair on both campuses during the second week of October to highlight the campaigns and advocacy work. Along with highlighting Students' Union campaigns at the events, the Students' Union also highlighted the work of the DSU Collectives.

## SUDDEN SILENCE PROJECT

The Students' Union collaborated with Douglas College staff members to host the Sudden Silence Project at both campuses on January 24 and 26, 2023. The project aims to bring better awareness and education towards the fentanyl epidemic in BC and to reduce stigmas associated with mental health. The events included Naloxone training, tabling with community groups, such as the Purpose Society, Moms Stop the Harm, and the Sudden Silence Project, and panel discussions focused on families' personal experiences that have lost members to the epidemic.





# COLLECTIVES



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

## **DSU ACCESSIBILITY COLLECTIVE**

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

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

- Individual Interaction Group - NW - September 16, October 7, November 4, December 2 2022
- Peer Support Group - NW - October 31, November 14, November 28 2022
- International Day of Person's with Disabilities - COQ & NW - November 29 & December 1, 2022
- Accessibility Collective Hangout - NW - January 27 & March 3, 2023
- Accessibility Collective Hangout - COQ - March 24, 2023
- Joint Collective Social - April 13, 2023
- National Accessibility Week - May 28 - June 3, 2023
- Joint Collective Social and Clothing Swap - July 19, 2023

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, 2022
- Bell Let's Talk - January 25, 2023
- Autism Acceptance Month - April 2023
- World Schizophrenia Day - May 24, 2023





## **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 campus social, recreational, and special events, such as:

- Orange Shirt Day Tabling & Flag Raising - COQ & NW - September 28 & 29, 2022
- Sisters in Spirit Awareness Day - NW - October 4, 2021
- Dreamcatcher Workshop - NW - October 12, 2022
- DSU Indigenous Marketplace event - COQ & NW - November 15 & 16, 2022
- Indigenous Wellness Workshop with Malina Dawn - NW - January 23, 2023
- Joint Collective Social - NW - April 13, 2023
- Joint Collective Social and Clothing Swap - NW - July 19, 2023
- National Indigenous Peoples Day - NW - June 21, 2023

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

- Red Dress Day - May 5, 2023
- Moosehide Campaign Day - May 11, 2023
- National Indigenous History Month - June 2023







## **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 and utilize services specific to their needs.

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

- Pride Meet and Greet Social - NW - September 27, 2022
- National Coming Out Day Event - NW - October 26, 2022
- Pride Holiday Movie Day - NW - November 24, 2022
- Pride Social - NW - January 30, 2023
- Pride Social and Clothing Swap - NW - March 21, 2023
- Joint Collective Social - NW - April 13, 2023
- Pride Social - NW - June 22, 2023
- Coquitlam Pride - COQ - July 15, 2023
- Joint Collective Social and Clothing Swap - NW - July 19, 2023
- Pride Flag Raising Event - COQ - August 2, 2023
- Pride Flag Raising Event - NW - August 3, 2023
- New West Pride Street Festival - NW - August 19, 2023

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

- National Coming Out Day - October 11, 2022
- Canada Banned Conversion Therapy - January 2023
- International Transgender Day of Visibility - March 31, 2023
- International Asexual Day - April 6, 2023
- Lesbian Day of Visibility - April 26, 2023
- International Day Against Homophobia Biphobia and Transphobia - May 17, 2023
- Pan Visibility Day - May 24, 2023
- Pride Month - June 2023
- Stonewall Riots - June 28, 2023
- Non-Binary Awareness Week - July 10-16, 2023
- International Non-Binary People's Day - July 14, 2023



## **DSU WOMEN'S COLLECTIVE**

The DSU Women's Collective aims 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 campus social, recreational, and special events, such as:

- Women in Business Collaboration with the Career Centre - NW - October 4, 2022
- 16 Days of Activism - COQ & NW - November 23 & 24, 2022
- Self Defense Course - NW - November 25, 2022
- National Day of Remembrance and Action on Violence Against Women - NW - December 6, 2022
- Women's Collective Tea Party - COQ - January 18 & February 28, 2023
- Women's Collective Tea Party - NW - January 19 & March 2, 2023
- International Women's Day tabling and Celebration - NW - March 8, 2023
- Joint Collective Social - NW - April 13, 2023
- Menstrual Cycle: Full Disclosure Workshop - NW - May 15, 2023
- Spy Night - NW - July 12, 2023
- Joint Collective Social and Clothing Swap - NW - July 19, 2023
- Women's Collective Pajama Party - NW - August 9, 2023

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, 2022
- 16 days of activism – November 25, 2022 - December 10, 2022





# SERVICES

The Students' Union runs a variety of services to meet the needs of members including services to support members in saving money, succeeding in school and staying healthy.

## **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. In February of 2023, the Students' Union hosted a successful referendum to decrease the fall automatic enrollment requirement for full-time students from 9 credits to 6 credits. The decreased requirement provides automatic access to more students and decreases barriers some students face.

## **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 2022-23**

- Secured 15 discounts from businesses.

## **Promotion of Deals App**

- Promoted the program through posters on campus and social media. Used TikTok to promote businesses that offered discounts to students.
- Hosted a Deals Fair in March 2023 at the New Westminster campus to promote and showcase businesses that offer discounts to students. 9 local businesses attended the event and provided free items and samples to students.
- With the increased number of businesses on the program, promotion was easier, as students recognized businesses on the plan.
- The BC Federation of Students created a Facebook page for the Deals App to share provincial-wide discounts for students widely. The Students' Union shares BC-wide and local businesses through that page.



## **MEMBER HANDBOOK AND DAYPLANNER**

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

### **2022-23 Handbook**

The Students' Union distributed handbooks throughout the year tabling events and through the DSU office and Kiosk.

- Cover – 50th Anniversary Celebration.
- Increased the number of handbooks ordered this year to 7,800.

### **2023-24 Handbook Production**

In the Winter of 2023, the Students' Union began creating the 2023-24 Handbook.

- Cover – Wavy Multi-Colour.
- Handbooks were delivered on time at the end of August 2023.
- Increased the number of Handbooks ordered this year to 8000, recognizing a higher demand.

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

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

### **2022-23 Usage:**

- 2451 accounts created.
- 7470 messages and connections among members.
- 916 posts.





## **MEMBERSHIP DEVELOPMENT AND MEMBER SUPPLIES**

### **Fall 2022 Materials**

- Ordered \$35,000 worth of materials from the BCFS bulk purchase store with Fairware to be distributed to members for the Fall 2022 semester and included special 50th-anniversary materials.
- Materials included are water bottles, pens, lanyards, highlighters, stickers, bags, pencil cases, pencils, sharpeners, shirts, umbrellas, sticky notes, and sweatsuits.

### **Winter 2023 Materials**

- Ordered \$20,000 worth of additional materials to restock from Fall 2022.
- Materials included water bottles, tote bags, pens, highlighters, toques, sunglasses, hats, lanyards, and lip balms.

### **2023-24 Materials**

- In the summer of 2023, the Board of Directors began planning, designing, and ordering materials for the 2023-2024 year.
- Ordered \$35,000 of branded materials for members from the BCFS bulk purchase store with Fairware.
- Materials included pens, highlighters, pencils, shirts, water bottles, stickers, patches, reusable straw sets, cell phone pockets, mugs, umbrellas, sticky notes, lip balms, and sweatsuits.
- These items will be given to members starting September 2023.

## **HERE2TALK**

The Students' Union continued to promote the Here2Talk service on campus in the 2022-2023 year. The service was created in 2020 and continues to be a useful benefit for members.

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>



## **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 BC government subsidizes the service's total cost. The program is implemented through contracts between the provincial government, Students' Unions, institutions and the transit provider, TransLink. The current agreement limits an increase to 2% annually.

## **STUDENT GRANT FUND**

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

In 2022-23, the Students' Union supported students with over \$23,000 in grants through the student grant fund.

## **FINANCIAL AID**

The Students' Union funds several awards, bursaries and emergency aid programs administered through the Douglas College Financial Aid office. The aid is focused on financial needs 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.





## **EMERGENCY FOOD BANK**

The Emergency Food Bank service is provided to members directly through the DSU office in New Westminster and the DSU Kiosk in Coquitlam. The Students' Union provides stable food packages that members can request online and pick up from the Students' Union offices. Over 1300 food packages were provided to members through the Emergency Food Bank during the 2022-2023 year.

## **FIRST AID CLASSES**

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

In the 2022-2023 year, the Students' Union offered courses each semester in person at both campuses. Emergency First Aid, Standard First Aid and CPR C, and Standard First Aid with Basic Life Saving courses were offered. The external company that teaches these courses is called The Vital Link.

## **PRINTING SERVICES**

Printing services are offered to students at both campuses. Students can bring a USB to the front desk or through email to access printing services. Students are offered 100 free black and white prints from the Students' Union each semester.

## **LOCKERS**

Throughout the 2022-2023 year, the locker rental service continued. Locker rentals were available for students each semester for \$10 per 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, tampons, and condoms (internal & external).



## OMBUDSPERSON

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 2022 – 2023 academic year, the Ombudsperson role was filled by staff member Deepa Singh and supported by staff member Andrew Dalton.

The Ombudsperson service continues to be provided to members through in-person 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 increased use for members accessing assistance with issues related to accommodation, grade appeals, conflicts with instructors, and requests for exceptions.







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

The Students' Union operates spaces at 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 is open for in-person services and support to members. Office hours were Monday to Friday from 9:30am-4:30pm for Fall 2022 and Winter 2023. During Summer 2023, office hours were Monday to Friday from 10:00am-3:30pm.

The Douglas Students' Union has 4 small meeting rooms available at the New Westminster campus for students to book free of charge for set times throughout the day. The Students' Union also has lounge spaces for public use at the New Westminster campus with table tennis, pool tables, air hockey, foosball, and study areas. All the meeting rooms, student lounges and offices were open for members to enjoy Monday to Friday from 8:30am-6:30pm at both campuses.





# GOVERNMENT RELATIONS

## **FEDERAL GOVERNMENT RELATIONS**

The Students' Union collaborated with Douglas College to host a roundtable discussion on March 15 about fiscal literacy and the importance of tax filing. Ron McKinnon, MP for Coquitlam-Port-Coquitlam, and Parliamentary Secretary to the Minister of National Revenue, Peter Fragiskatos, attended to lead the discussion.

Minister Bonita Zarillo, MP for Port Moody Coquitlam, attended the DSU Pride Flag Raising in August 2023 on the Coquitlam campus.

Minister Peter Julian, MP for New Westminster-Burnaby, attended and spoke on the New Westminster campus at the DSU Pride Flag Raising in August 2023.

## **PROVINCIAL GOVERNMENT RELATIONS**

The Students' Union meets with various Members of the 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 was visited by Minister Selina Robinson, Minister of Post-Secondary Education and Future Skills, on March 24, 2023, for a roundtable discussion. Members brought challenges concerning tuition and living costs, more funding for OERs, and the disparities between domestic and international students.

Director Treloar and Staff member Gauld attended the BCFS Fall Advocacy Week in October 2022. The delegates had the opportunity to meet with MLAs from around the province to advocate for students in British Columbia.





## LOCAL GOVERNMENT RELATIONS

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

### City of New Westminster

On August 31, 2023, the Students' Union directors and staff met with New Westminster Mayor Patrick Johnstone and City Council Member Rudy Campbell to discuss Naloxone training and Truth and Reconciliation work at the city level in New Westminster.

### City of Coquitlam

In August 2023, the Students' Union and Douglas College held a Pride Flag Raising at the Coquitlam Campus, where Coquitlam Mayor Richard Stewart attended.





# COLLEGE RELATIONS

Over the past years, 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 the administration, front-line staff that provide services to members, and 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 the monthly meetings of the Senior Management Team to provide feedback and ask questions about policy changes and updates related to the member experience at Douglas College.

## **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 inform the Board of Directors 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.





## **2022-2023 Budget Consultations**

The Students' Union presented a comprehensive budget proposal to Douglas College for the 2023-24 academic year with recommendations that included a cap on tuition fees and recommendations on increased affordable service levels.

The Students' Union actively engaged with members throughout the year to receive feedback about their experiences at Douglas College. This was followed by direct on-campus and virtual engagement in October and November through a survey. The surveys focused on education costs, living costs, living arrangements, travel, and how students fund their education. Data from the surveys and the year-round engagement were analyzed and used to guide recommendations.

Recommendations included a tuition freeze for all students and a cap on international student fee increases moving forward, increased access to college services, and increased access to affordable and healthy food options on campus.

The Budget recommendations were submitted to the Douglas College Senior Management Team in December 2022.

In February 2023, Douglas College hosted a Student Forum where members were presented with the proposed Douglas College Budget and could ask questions and provide feedback.

You can read the Students' Union  
2023-2024 Budget Recommendations here:







## **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, 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, 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 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 the involvement of members to all events at Douglas College.





# 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 runs the union and how fees are collected.

## **GOVERNANCE**

### **Regulatory Compliance**

#### **BC Societies Act**

The Students' Union operates under the BC Societies Act and remained in compliance with the Act through the 2022-2023 year.

#### **College and Institute Act**

The Students' Union maintains compliance with the College and Institute Act to ensure that Douglas College can maintain its fees and those it collects in trust. The Students' Union complied with the Act through the 2022-2023 year.

#### **BC Lobbyist Act**

The BC Lobbyist Act came into effect in May 2020, and the Students' Union complied with the Act through the 2022-23 year.

### **Annual General Meeting**

The Students' Union held its Annual General Meeting on January 31, 2022, in the Indigenous Gathering Place on the New Westminster campus. The meeting was quorate with more than 60 members participating. Members received the 2021-22 Annual Report, approved bylaw amendments, approved the 2021-22 Audited Financial Statements, and approved the appointment of the Auditor for the upcoming 2022-23 fiscal year.

### **Board of Directors Elections**

The Students' Union held its annual election between January 30 and February 17, 2023 with one slate of candidates and 2 individual candidates running for office.

The election was held online and in-person; voting was conducted online through ElectionBuddy. After five days of online voting, 803 members cast ballots.



## **Referendum**

The Students' Union held a referendum between January 30 and February 17, with a "Vote Yes" campaign registering. No "Vote No" campaign was registered. The referendum asked students to vote on increasing the building fee by \$2.00 per year for 3 years, increasing the Health and Dental annual fee by \$15.00, and decreasing the Fall automatic enrolment in the Health and Dental plan from 9 credits to 6 credits.

After five days of online voting, 803 members cast ballots through ElectionBuddy. Members approved the annual increases to the building fee and the decreased Fall automatic enrolment requirement for the Health and Dental plan. The increased fee for the Health and Dental plan was not approved.

## **Board of Directors Orientation**

The Students' Union's Board Orientation was held in-person May 1-3 on the New Westminster and Coquitlam campuses. The sessions were hosted by the staff of the Students' Union and assisted by BC Federation of Students Chairperson Melissa Chirino.

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 basic goals and plans for the year ahead.

## **Strategic Planning**

A Strategic Planning session was held in Summer 2023 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.





## **POLICY & BYLAW UPDATES**

### **Bylaw Updates**

There was 1 bylaw amendment that took effect in the 2022-23 year. Bylaw V.6, Article 6, clause b) was amended at the 2023 AGM (Annual General Meeting). The bylaw amendment was approved to include language allowing the Students' Union to conduct voting during elections by secure electronic voting.

### **Policy Updates**

The Students' Union regularly reviews and updates the organization's policies. During this year, policies revised were 10.03 Referendum Regulations and 10.04 Election Regulations.

## **STAFFING**

All Staff are members of CUPE 2396.

### **Regular Staff and Staffing Changes**

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

### **Full-Time Staff Positions:**

- Executive Director - Andrew Dalton
- Finance & Accounting Coordinator - Roxana Matasa
- Organizer - Advocacy - Deepa Singh
- Organizer - Campaigns - Genessa Yan
  - Maternity Leave - July 2022 to February 2023
  - Returned to work - February 2023
- Organizer - Campaigns - Michael Gauld
  - Hired to cover Maternity Leave- June 2022 to March 2023
- Organizer - Campus Life - Danielle Buteau
  - Maternity Leave - July 2023 to June 2024
- Organizer - Campus Life - Francis Ataiza
  - Hired to cover Maternity Leave - June 2023
- Organizer - Communications - Delaney Sullivan
- Services Coordinator - Ashley Gordon



## **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 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.

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

The Students' Union's 2021-22 financial statements were prepared on time and audited before December 2022. The statements and the auditor's report were presented at the annual general meeting held on January 31, 2023, and received by the general membership.

### **2022-23 Audited Financial Statements**

Work on the 2022-23 financial statements began in late August 2023, and the bulk of the statement and audit preparation was completed by December 2023. The auditor's audited financial statements and report will be presented to the general membership in January 2024 at the annual general meeting.

### **Dues Collection**

The Students' Union collects its fees through automatic assessment and collection by Douglas College following 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 2022-23 by the rate of change in the consumer price index for Vancouver per the Students' Union's bylaws.





## **British Columbia Federation of Students (BCFS) Fees**

The Students' Union collects fees on behalf of the British Columbia Federation of Students, consistent with Douglas students' membership. In 2022-23, the fees for the BCFS were increased by the inflation rate per the organization's bylaws.

## **BRITISH COLUMBIA FEDERATION OF STUDENTS General Meetings**

41st Annual General Meeting - January 2023

The Students' Union sent Directors Dhir, Treloar, Ferenc, Cove, and staff Sullivan and Dalton to the general meeting. This meeting was held in person at the Sheraton Airport hotel in Richmond, BC. At the meeting, Dhir was elected the BCFS Director at Large and Treloar was elected the Indigenous Caucus Chair.

## **83rd Semi-Annual General Meeting - July 2023**

The Students' Union sent Directors Ferenc, Cove, Polino, Rajendran, Herrera Lira, and Llagas, along with staff persons Ataiza and Dalton, as delegates to the general meeting. This meeting was supposed to be held in person at the Sheraton Airport hotel in Richmond, BC, but was transitioned to an online format due to a labour dispute.

## **Skills Development Symposium – May 2023**

The Students' Union sent 13 delegates and 2 staff members to the Skills Development Symposium meeting in May 2023. Skills Development Symposium is a 3-day conference meeting for delegates to learn skills to bring to their Students' Union about media relations, working with volunteers, outreach, directors' rights and responsibilities, contract negotiations, and more. The meeting was held at Loon Lake Lodge and Retreat Centre in Maple Ridge, BC.



## Executive Committee

Between May 2022 and April 2023, the Students' Union's representative to the Executive Committee was Mehre Dhir, the Director of External Relations. Between May 2023 and the end of the fiscal year, Douglas members have been represented on the Executive Committee by Ava Ferenc, the Director of College Relations.







# BOARD OF DIRECTORS & STAFF

## **BOARD OF DIRECTORS**

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

- Accessibility Representative – Anne 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

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

- Accessibility Representative – Anne Trebunski
- Campus Representative – Coquitlam – Debanhi Herrera Lira
- Campus Representative – Coquitlam – Margaret Waldron
- Campus Representative – New Westminster – Elijah Kim
- Campus Representative – New Westminster – Maya Moalla
- Campus Representative – New Westminster – Nithin Rajendran
- Campus Representative – New Westminster – Amarpreet Singh
- Director of Campus Life – Harvey Polino
- Director of College Relations – Ava Ferenc
- Director of Finance – Myungsan Yun
- Director of External Relations – Bailey Cove
- Director of Membership Development – Douglas Treloar
- Indigenous Students' Representative – Chloe Archuleta
- Pride Representative - Andrea Schartner
- Women Students' Representative – Kyrstyn Llagas



DOUGLAS  
STUDENTS  
UNION BCFS LOC.6