



**PREPARED BY THE
DOUGLAS STUDENTS' UNION**

Annual General Meeting
January 30, 2025



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DEAR MEMBERS

Please accept for your consideration the Douglas Students' Union Annual Report covering September 2023 to August 2024.

As we close out another year filled with campus life, advocacy, and services, we want to reflect on all the amazing milestones and achievements that have shaped our year together. It's been a year of growth, learning, and celebration, and we couldn't be more grateful to have such an engaged and passionate community.

This year included a lot of new initiatives and firsts for the Students' Union including our very first Sexual Health Awareness Week, and it was a huge success. Throughout the week, we hosted a series of informative events, workshops, and discussions, and had an opportunity to educate, support, and empower students.

We also had the opportunity to host our first-ever Consent Week, which was dedicated to raising awareness about the importance of consent in all aspects of life. Through interactive speaker events, campaign tabling, and a drag show, we provided students with the tools and knowledge to understand, practice, and advocate for consent.

Throughout the year, we kept campus life lively and engaging with a wide range of events, from movie nights and hangouts, to on-campus festivals, pub nights and holiday celebrations. These events were not just about fun, but also created connections, community and engagement within the campus community.

2023-2024 was also a year of bringing new and important services to members in the form of workshops. From hosting wellness and mindful workshops to also bringing naloxone training and other issues to members.



In the 2023-2024 year, we saw a record breaking number of ratified and active clubs! Over 45 clubs were ratified, covering a wide range of interests, from social activism to comedy, dance, creative writing, and more. This diversity in student-run organizations reflects the vibrant and multifaceted nature of our community.

In addition to everything happening on campus, the Students' Union also began preparing for the provincial election that happened in Fall 2024. We began engaging in a election campaign and meeting with electoral candidates, advocating for issues that matter to students, and ensuring students voices are heard at the provincial level.

Looking back, we are excited about the work we accomplished in the 2023-2024 year and look forward to a bigger and better 2024-2025, with more opportunities for engagement, involvement, advocacy, and fun.

In Solidarity,
Douglas Students' Union Board of Directors





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 2023 EVENTS

- International Student Orientation - NW - September 1, 2023
- Welcome Week tabling - NW & COQ - September 5-7, 2023
- Fall Festival - NW & COQ - September 7 & 12, 2023
- EDGE & After Party - NW - September 15, 2023
- Pub Night - Taphouse Coquitlam - October 12 & December 6, 2023
- Student Life Hangout Collaboration Event - NW - October 20, 2023
- Marvel Movie Day - COQ & NW - November 7 & 9, 2023
- Holiday Event - COQ & NW - November 21 & November 23, 2023
- Study Hall - NW & COQ - December 13-22, 2023

WINTER 2024 EVENTS

- Welcome Week Tabling - NW & COQ - January 3-5, 2024
- DC Royals Basketball Tailgate Pre-Party - NW - January 5, 2024
- Pancakes & Friends - COQ & NW - January 9 & 10, 2024
- Pub Night - Taphouse Coquitlam - January 25 & March 14, 2024
- "Express Yourself Through Art" Workshop - NW - March 13, 2024
- Movie Day - NW & COQ - March 14 & 21, 2024
- Tea & Plant Potting - COQ - March 19, 2024
- End of Semester Festivals - COQ & NW - April 4 & 10, 2024
- New Student Orientation - COQ - April 29, 2024



SUMMER 2024 EVENTS

- New Student Orientation - NW - May 2, 2024
- Welcome Week Tabling - NW & COQ - May 6-8, 2024
- Summer Party - NW & COQ - June 11 & 13, 2024
- Summer Playland & PNE Discount - Summer 2024
- New Student Orientation - COQ - August 19 & 21, 2024
- New Student Orientation - NW - August 22 & 27 2024
- International New Student Orientation - NW - August 28 & 30, 2024
- Athlete's Orientation - NW - August 28, 2024



A group of students in a school hallway are holding up a large, colorful number '23'. In the background, there are posters on the wall, including one for 'WELCOME BACK GAME', 'YOUR CAMPUS YOUR COMMUNITY', 'Deals of the Day', and 'HEALTH & MENTAL PLAN'.

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. This year, the Students' Union saw a record breaking amount of new and ratified clubs, membership interest and engagement with clubs, and planned club activities and events.

Club Registration Packages

- 39 club packages received and accepted in Fall 2023
- 10 packages received and accepted in Winter 2024.
- There were 49 ratified clubs and the Students' Union allocated \$26,708.56 in funding based on requests from clubs.

Clubs Events

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

Fall 2023

- Coquitlam - 7 clubs participated - September 19, 2023
- New West - 21 clubs participated - September 21, 2023

Winter 2024

- Coquitlam - 6 clubs participated - January 16, 2024
- New West - 25 clubs participated - January 18, 2024

Clubs Council

Clubs Council met twice during the 2023-2024 year

- Fall 2023 - October 6, 2023
- Winter 2024 - February 2, 2024





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. In 2023-2024, the Students' Union began using Slack as a major communications tool to communicate with active volunteers.

The Students' Union advertises the volunteer program throughout the year and, as interest builds, hosts training sessions to include new volunteer members in campus activities. In 2023-2024 the Students' Union hosted trainings on:

- October 30, 2023 - New West
- February 1, 2024 - New West
- August 19, 2024 - Coquitlam
- August 26, 2024 - New West
- August 29, 2024 - New West

During the 2023-2024 year, there were 98 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 Atriums to promote and communicate upcoming events, services, and campaigns.





Class Talks

The Students' Union was invited to speak at 10 classes between the Fall 2023 semester and the Winter 2024 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. 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.

In Fall 2023, Douglas College created a small orientation working group that the Students' Union participated in. The working group included staff from a variety of departments on campus, including Student Life, International, Facilities, Accessibility, Theatre, and Athletics, and the group met several times throughout the year to plan for Winter and Fall 2024 orientations with all departments.

The Douglas Students' Union participated in orientation programs for Fall 2023, Winter 2024, and Summer 2024 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 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 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



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 2023-2024 year, 4159 members download the DS app, and students sent over 10,000 messages on the different channels. The most used features and tiles on the app were: U-Pass, events, student feed and channels, DSU Clubs, and DSU services.



E-newsletter

The Students' Union uses the e-newsletter platform, Cyber Impact, to send membership emails and information to members. In the Fall 2023 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 is followed for the Fall, Winter, and Summer semesters.

In total, 13 e-newsletters were sent to members between September 1, 2023 - August 31, 2024.





Every year, the Students' Union advocates for student rights through many different campaigns that individual and combined 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 2023-2024 year, the Students' Union focused their campaign efforts on the following campaigns:

- Get Out the Vote
- Open Textbooks Now
- Rise Up Campaign
- Moosehide Campaign
- Housing Insecurity
- Let's Get Consensual
- Advocacy Fair



GET OUT THE VOTE

In June 2024, the BCFS released the brand new 'Get out the Vote' Campaign for the upcoming Provincial election which took place on October 19, 2024. While all member locals of the BCFS ran the campaign, we individually came up with our own strategies and plans to make the campaign a success in the summer months. The goal of the campaign is to get as many student voters out to the polls as possible. The DSU invited every candidate in Douglas Colleges' ridings running in the election to meet with the DSU board members to get to know the candidate, their platform, and to inform them of the issues students face accessing education today. We met with several candidates over the summer.



OPEN TEXTBOOKS NOW!

Open Educational Resources (OERs) are accessible, affordable and customizable. They increase access to knowledge and the quality of learning, both of which improve student success. Out of all the institutions in the province, Douglas College ranks first in OER adoption rates – since 2013.

For Open Access week in October 2023, the Director of External Relations spoke at the Douglas College Library for the Open Douglas Awards, which acknowledged work done by faculty members at the College on OER course integration, textbooks and course packs for their respective classes. The DSU also showed the “thank you” video they made for faculty members who have committed to using OERs in their classrooms. Additionally, the DSU tabled on October 23 & 25, 2023 to discuss how students like and use Open Educational Resources.

In March 2024, for Open Education Week, the DSU held an online question poll asking students their level of knowledge on OERs and their experience using Open Educational Resources. These results were collected and stats were shared with the Open Douglas Working Group.

RISE UP CAMPAIGN

The RISE UP campaign, created by the BCFS, aims to amplify the voices of students in the fight for fair and affordable education.

This was the first year of the campaign, and the DSU introduced the campaign to members on January 2024 at our Pancakes and Friends events. The Students’ Union also tabled, gathering students’ stories on affordability, during the end of year events in April 2024.



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.

On March 6 & 13, 2024 the Students' Union shared educational materials through social media and tabled at both campuses during the campaign awareness week to raise awareness of the campaign. While the campaign's awareness day is May 16, the summer semester is less populated on campus. The DSU wanted to make sure all members could have access to the information. Additionally, the DSU held a film screening alongside tabling with information and showed *Beans* (2020), *The Body Remembers When the World Broke Open* (2019), and *Flowers of the Killer Moon* (2023).

HOUSING INSECURITY

The Director of External Relations, Bailey Cove, worked with Faculty member Elliot Rossiter on their grant project *Changing the Conversation*. This is a project that looks to de-stigmatize the rhetoric around individuals who are unhoused, marginalized, or vulnerable groups, learning from their experiences and help find ways to empower unhoused individuals to have a voice at levels of government where housing decisions are being made.

The DSU hosted a Housing Insecurity week during the campus life Halloween events in October 2023, providing students with housing support information, alongside research on the housing issues the province has. Additionally, the Students' Union hosted a Housing Insecurity Roundtable with Professor Elliot Rossiter and their research assistants on November 2, 2023. This was a conversation about affordable housing in a safe space for students to share their experiences.



LET'S GET CONSENSUAL

The campaign focuses on building a consent culture on campus and having conversations about what consent is, to build a better campus community.

Fall 2023, the Students' Union hosted its first National Consent Week (September 18th-22nd). The Students' Union created social media awareness videos discussing topics of everyday consent, as well as short interview reels with students on campus.

Alongside tabling, the Students' Union created its own vulva costume as a mascot for the awareness days, along with the Penis costume, which was bought in the previous year. The concept of having campaign "mascots" was in hopes of breaking down some of the barriers and comfortability students feel around topics of consent, and that students can feel empowered discussing best practices openly.

In the 2023-2024 year, the Students' Union tabled alongside and with support from Douglas College's Student Life Wellness volunteer program (SWAN). Additionally, the DSU Campaigns Working Group actively worked with a community organization, Goodnight Out Vancouver, who works on consent related issues. Goodnight Out Vancouver joined Consent week events and began attending Students' Union off campus pub nights.

Goodnight Out Vancouver is a non profit society committed to building community capacity to prevent and respond to sexual harassment and sexual assault in all sectors, and seek to help and support people to have safe nights out.



Consent Week & Drag Show

For Consent Week, the Students' Union hosted a speaker workshop to talk about consent. These events happened on September 18, 2023 at the Coquitlam campus and September 20, 2023 at the New Westminster campus.

During consent week, the Students' Union hosted it's first Drag Show & Consent Bingo in the Douglas Students' Union Lounge, on September 20, 2023. The drag show was hosted by and included performances by two Drag Queens: Jerriana, and Scarlet Rose. The event had over 50 attendees, and was well received by the students and campus community.

ADVOCACY FAIR

The Students' Union hosted the Fall Advocacy fair on both campuses on October 11 & 12, 2023. The Advocacy fair is meant to highlight the campaigns and advocacy efforts made by the Students' Union as well as highlighting the DSU Collectives and their respective advocacy work.





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 participated in campus social, advocacy, and special events, such as:

- DSU Advocacy Fair - COQ & NW- October 11 & 12, 2023
- Accessibility Collective Social - NW - October 17, 2023
- Express Yourself through Art Workshop, collaboration with Pride Collective - NW - November 15, 2023
- Accessibility Collective Social - NW - November 28, 2023 & March 25, April 8 & June 11, 2024
- International Day of Person's with Disabilities, collaboration with Douglas College Accessibility Services - NW - November 30
- Accessibility Collective Social - COQ - January 15 & March 4, 2024

The collective also hosted a Peer Support Group on the following days: October 10, October 31, November 21, December 12, February 1, February 29, March 5, March 14, April 2, April 11, June 20, June 25, July 4, July 9, July 18, and July 23.



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, 2023
- Bell Let's Talk - January 24, 2024
- Autism Acceptance Month - April 2024
- World Schizophrenia Day - May 24, 2024
- National Accessibility Week - May 28 - June 3, 2024

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, advocacy, and special events, such as:

- National Day for Truth and Reconciliation - NW & COQ - September 26 & 28, 2023
- Sisters in Spirit Awareness Day - COQ & NW - October 3 & 4, 2023
- DSU Advocacy Fair - COQ & NW - October 11 & 12, 2023
- Indigenous Collective Social - NW - November 1, 2023
- DSU Indigenous Marketplace event - COQ & NW - November 14 & 16, 2023
- Indigenous Collective Hangout - NW - January 23, 2024
- Missing & Murdered Indigenous Women & Girls March - Downtown East Vancouver - February 14, 2024
- Hoobiyee - Vancouver PNE Forum - February 29, 2024
- Moose Hide Campaign tabling - NW & COQ - March 13 & 26, 2024
- 2Spirit Day Beading Social, collaboration with Pride Collective - NW - March 20, 2024



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

- Red Dress Day - May 5, 2024
- Moose Hide Campaign Day - May 16, 2024
- National Indigenous Peoples Day - June 21, 2024

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, advocacy, and special events, such as:

- Pride Meet and Greet Social - October 4, 2023
- DSU Advocacy Fair - COQ & NW - October 11 & October 12, 2023
- National Coming Out Day Event - NW - October 11, 2023
- Express Yourself through Art Workshop, collaboration with Accessibility Collective - NW - November 15, 2023
- Gender Inclusive Washroom Protest - NW - November 22, 2023
- LGBT2Q+ Holiday Movie Night - NW - November 22, 2023
- Pride Hangout & Social - NW - January 24, 2024
- 2Spirit Day Beading Social, collaboration with Indigenous Collective - NW - March 20, 2024
- Trans Day of Visibility Tabling - NW - April 2, 2024
- Pride Collective Meet & Greet - NW - June 27, 2024
- Pride Flag Raising Event - COQ & NW - July 31 & August 2, 2024
- Vancouver Pride Parade - August 4, 2024
- New Westminster Pride Street Festival - August 17, 2024



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

- National Coming Out Day - October 11, 2023
- International Transgender Day of Remembrance - November 20, 2023
- International Transgender Day of Visibility - March 31, 2024
- Lesbian Day of Visibility - April 26, 2024
- International Day Against Homophobia Biphobia and Transphobia - May 17, 2024
- Pan Visibility Day - May 24, 2024
- Pride Month - June 2024
- Stonewall Riots - June 28, 2024

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:

- BC Menstrual Health Symposium: Beyond Blood - October 20 & 21 - 2023
- Relationship Workshop: Cuffing Season - NW - October 23, 2023
- Girl Talk - NW - November 13, 2023
- Taylor Swift Party - NW - November 24, 2023
- Galentine's Day Social - NW - February 28, 2024
- Murder Mystery: Mean Girls - NW - March 12, 2024
- A Feminist Life. Symposium on exploring careers on careers in Sexualized Violence Prevention, collaboration with iMPACTS - NW - March 22, 2024



- Girl Talk - NW - June 28, 2024
- Book Club - NW - July 11, July 25 & August 8, 2024

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, 2023
- National Day for the Elimination of Violence against women - December 6, 2023
- International Women's Day - March 8, 2024

The Women's Collective continued to work closely with Lisa Smith and iMPACTS project in the 2023-2024 year, to produce panels and workshops surrounding themes of careers and studies in sexualized violence prevention and feminism.





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 & Dental plan is a 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 2024, the Students' Union hosted a successful referendum to increase the price of the coverage from \$250 to \$265 to be able to maintain the high level of coverage accessible to students. This was the first increase in price made to the plan in 21 years.

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 2023-2024

- Secured 20 discounts from businesses in Summer 2024.

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.



WORKSHOPS

The Students' Union continued to expand services in the 2023-2024 year which included a series of workshops and information tabling about the following topics.

Health & Dental Workshop

This workshop introduced the DSU extended health & dental plan, how it works, and how to opt in. This workshop was implemented in September 2023 and ran twice in Fall at both campuses and once in Winter 2024 at the New Westminster Campus.

Tenant's Right Workshop

This workshop was hosted in the Student Union building at the New Westminster Campus once in Fall and Winter semester, and was facilitated by the BC Tenant Rights Advisory Centre (TRAC).

Naloxone Training

In 2023-2024, the Students' Union became the on-campus facilitator and provider of Naloxone training. Trainings were held at several College and Student Union events over the year, as well as workshops hosted by the Student's Union.

The Students' Union trained members about the Opioid Crisis happening in BC, empowered members to learn the signs and symptoms of an Opioid overdose, harm reduction techniques and how to use naloxone.

In Summer 2024, the Students' Union partnered with the Douglas College Safety and Security Risk Management team and combined Naloxone Training with AED knowledge sessions to empower students with this knowledge.

In the 2023-2024 year, the Students' Union hosted 20 training sessions for students.



SEXUAL HEALTH AWARENESS WEEK

In 2023-2024, the Students' Union hosted its first Sexual Health Awareness Week, with Douglas College Student Life and Library. Training for Directors and Volunteers occurred on February 22, 2023 for 2 hours which included a presentation and getting familiar with the products and props that was used at tabling demos.

Sexual Health Awareness Week events were hosted on February 27, 2024 at the Coquitlam campus and on February 29, 2024 at the New West campus. The events ranged from demo's of sexual health products, to information and fact sheets, resources and interactive myth and fact boards, and were well received from faculty and members.

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 2023-2024 academic year, the Ombudsperson role was filled by staff person Andrew Dalton.

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 Ai (Chat GPT and comparable software), conflicts with instructors, conflicts within practicums and CO-OPs, and requests for exceptions.



MEMBER HANDBOOK & 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.

2023-2024 Handbook

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

- Cover - Wavy Multi-Colour
- Increased number of Handbooks ordered in the 2023-2024 year, from 7500 to 8000.

2024-2025 Handbook Production

During the Winter 2023 semester, the Students' Union began the process to create the 2023-2024 Handbook.

- Cover - Multi-Colour bubbles
- Handbooks were delivered on time, at the end of August 2024.
- Ordered 8000 handbooks again for the 2024-2025 academic year

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.

2023-2024 Usage:

- 2945 accounts created
- 11,000 messages and connections amongst members
- 1100 posts



MEMBERSHIP DEVELOPMENT AND MEMBER SUPPLIES

Fall 2023 Materials

- Ordered \$35,000 worth of materials from the BCFS bulk purchase store with Fairware to be distributed to members for the Fall 2023 semester
- Materials included: water bottles, pens, lanyards, highlighters, stickers, bags, pencil cases, pencils, shirts, umbrellas, sticky notes, and sweatsuits.

Winter 2024 Materials

- Ordered \$10,000 worth of additional materials to restock from Fall 2023.
- Materials included: water bottles, mugs, tote bags, pens, highlighters, toques, sunglasses, hats, lanyards, and lip balms.

2024-25 Materials

- Summer 2024, the Board of Directors began planning, designing, and ordering materials for the 2024-25 year.
- Ordered \$26,000 worth 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, umbrellas, sticky notes, and hoodies. These items will be given to members starting September 2024.

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, as well as condoms (internal & external).



HERE2TALK

The Students' Union continued to promote the Here2Talk service on campus in the 2023-2024 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, 7 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 and continues until 2030. 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 2030.

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 1200 food packages were provided to members through the Emergency Food Bank during the 2023-2024 year.



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 2023-2024, the Students' Union supported students with \$31,600 in grants through the Student Grant Fund.

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 2023-2024 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, Pacific First Aid.

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 each semester from the Students' Union.

LOCKERS

Throughout the 2023-2024 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.

FLU CLINIC

The Flu Clinic was held on November 7, 2023 at both New Westminster and Coquitlam Campus. Rexall staff administered the flu immunizations along with COVID immunizations as an option. This was well received feedback from students and having the convenience of receiving their flu shot on campus especially for those programs that required flu shots.

WELLNESS WEDNESDAYS & MINDFUL MONDAYS

The Students' Union hosted Wellness Wednesday in Fall and Mindful Mondays in Winter semester. This was a group run for students to de-stress, learn coping strategies and have an opportunity to practice in a non-judgemental, calm environment. Strategies included breathing techniques, gratitude, self-talk, movement, and goal setting. These groups were facilitated for an hour in the morning and an hour in the afternoon on the following days: November 15, November 22, November 29, December 6, and December 13, 2023 and March 4, March 11, March 18, March 25, and April 8, 2024



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 to Friday from 9:30am-4:30pm for Fall 2023 and Winter 2024. During Summer 2024, office hours were Monday to Friday from 10:00am-3:30pm.

The 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 the student community to 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.





FEDERAL GOVERNMENT RELATIONS

The DSU attended the open house hosted by MP Peter Julian in December 2023 where the Director of External Relations engaged with local MP Julian and MLA Jennifer Whiteside, while also meeting potential candidates for the provincial election.

The Director of External Relations Bailey Cove and Staff person Yan attended a Lunar New Year Open House on February 17, 2024 where they engaged with MP Jagmeet Singh, MP Peter Julian, and MLA Anne Kang.

On February 16, The Students' Union staff person, Yan, stood alongside MP Bonita Zarillo and other female advocates, as MP Jagmeet Singh called on the current federal government to deliver on their promise for free contraception for all of Canada, following the model BC put in place making all emergency and prescription contraceptives free in April 2023.

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.

Minister of Environment and Climate Change Strategy

The Students' Union hosted a climate event on September 23, 2023 with the Minister of Environment and Climate Change Strategy George Heyman to meet and discuss with students on how climate change affects students in their everyday lives.

Minister of Post Secondary Education and Future Skills

The Students' Union met with Eric Peters, the Chief of Staff for the Ministry of Post Secondary Education and Future Skills, on a regular basis in Fall 2023, to discuss student issues, and the status of the Post-Secondary funding review.



808 Royal Groundbreaking

On February 29, Douglas College hosted a housing groundbreaking ceremony where Premier David Eby spoke, and MLA Jennifer Whiteside attended the ceremony as well. DSU Director of External Relations got a chance to meet the Premier and had a meeting with newly appointed Minister of Post Secondary Education and Future Skills, Lisa Beare.

Provincial Election

In June 2024, the DSU started to prepare for the upcoming Provincial Election with the support of the BC Federation of Students and the new Get out the Vote Campaign. Over the following summer months, the Students' Union met with several candidates from all running parties to sit down and discuss student issues, while making sure candidates advocated on students behalf in their campaign and if they take office.

On June 20, 2024 the Director of External Relations and staff person attended the NDP Townhall where David Eby announced the candidates for the party running in the upcoming Provincial Election.

Additional Meetings with MLAs and Ministers

On September 29, 2023 the Students' Union met with New Westminster elected MLA Jennifer Whiteside to discuss student issues surrounding tuition, mental health, and cost of living.

On July 24, 2024 Douglas College hosted Premier David Eby and the Minister of Post-Secondary Education, Lisa Beare, to announce a new skills grant program for students. British Columbians can now access up to \$3,500 in short-term skills training aligned with skills and labour market demands to support training in current and future job positions.



Douglas Students' Union Directors and members got a chance to discuss with Minister Lisa Beare what current issues post-secondary students are facing on campuses across BC. MLA Coquitlam- Burke Mountain, Finn Donnelly was also in attendance for the announcement.

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

In August 2024, the Students' Union and Douglas College hosted a Pride Flag Raising at the New Westminster Campus. Peter Julian (MP New Westminster-Burnaby), Honourable Jennifer Whiteside (MLA New Westminster), and New Westminster Mayor Patrick Johnstone attended.

City of Coquitlam

In August 2024, the Students' Union and Douglas College hosted a Pride Flag Raising at the Coquitlam Campus. Ron McKinnon (MP Coquitlam-Port Coquitlam), Bonita Zarrillo (MP Port Moody-Coquitlam), Finn Donnelly (MLA Coquitlam-Burke Mountain), Coquitlam Mayor Richard Stewart and City Councilors Brent Asmundson and Matt Djonic attended.





COLLEGE RELATIONS

Over the past years, the Students' Union has continued to strengthen 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.

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.

Student Representatives 2023-2024:

- Ava Ferenc
- Danna Domasig



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.

Student Representatives 2023-2024:

- Debi Herrera Lira
- Myungsan Yun
- Srinithin Rajendran
- Josefa Valdes

2024-2025 Budget Consultations

The Students' Union presented a comprehensive budget proposal to Douglas College for the 2024-25 academic year with recommendations that included a cap on tuition fees and recommendations on increased affordable services 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 on behalf of members to the Douglas College Budget.





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

The Budget recommendations were submitted to Douglas College Senior Management Team in December 2023.

In February 2024, 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

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. The Open Douglas Working Group has now shifted its focus as the Open Education Community Practice.

LTSC- Learning Teaching Steering Committee AI Subcommittee

The DSU started attending the LTSC Subcommittee on AI in PSI's in April 2024 to discuss how to implement and develop best practices for AI in the institution for all staff, faculty, and students.

Mental Wellness Strategy Initiative Working Group

The Students' Union appoints 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.



The Students' Union and the Mental Wellness Strategy Initiative team tabled October 10, 2023 about the ongoing initiatives and mental health resources created to better support students in their mental health journey.

Communicators Forum

The Students' Union appoints one staff and student representative to participate in the Douglas College Communicators Forum, which is a working group composed of college staff, faculty, and students who work on communications to students on campus. The forum meets to discuss communication strategies and implementations 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. The committee met three times.

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, Services Fair 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.





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 2023-2024 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 2023-2024 year.

BC Lobbyist Act

The Students' Union remained in compliance with the Act through the 2023-24 year, reporting monthly lobbying that is published on the Lobbyist Registry website.

Annual General Meeting

The Students' Union held its Annual General Meeting on January 31, 2024, in room N2201 on the New Westminster campus. The meeting had 52 members in attendance, which did not meet quorum. Members received the 2022-23 Annual Report, approved the 2022-23 Audited Financial Statements, and approved the appointment of the Auditor for the upcoming 2023-24 fiscal year.



Board of Directors Elections

The Students' Union held its annual election between January 29 and February 16, with one slate of candidates and 8 individual candidates running for office.

The election was held online and in-person, and voting was conducted online through ElectionBuddy. After five days of in-person and online voting across both campuses, 1027 members cast ballots. 14 Directors were elected, with one position of Campus Representative-Coquitlam remaining vacant.

Referendum

The Students' Union held a referendum between January 29 and February 16, with a "Vote Yes" campaign registering. No "Vote No" campaign was registered. The referendum asked students to vote on either increasing the Health and Dental annual fee by \$15.00 or decreasing services on the plan and keeping the cost the same.

The referendum was held online and in-person, and voting was conducted online through ElectionBuddy. After five days of voting, 1027 members cast ballots. Members approved to increase the fee for the Health and Dental plan, to start September 2024.

Board of Directors Orientation

The Students' Union's Board Orientation was held in-person May 1-3 at the Hilton in Whistler, BC. The sessions were hosted by the staff of the Students' Union and assisted by BC Federation of Students staff, Jill Kloppenburg.

Sessions held at the orientation 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 2024 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 were no Bylaw amendments during the 2023-24 year.

Policy Updates

The Students' Union regularly reviews and updates the policies of the organization. During this year, Policy 40.02 Club Administration was updated to provide greater flexibility for Club Council and budget deadlines, reduced printing, increased requirements for liability forms, and an outline for the complaints process.

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.

2022-2023 Audited Financial Statements

The Students' Union's 2022-2023 financial statements were prepared and audited between November 2023 and January 2024. The statements, along with the auditor's report were presented at the annual general meeting held January 31, 2024, and received by the general membership.



2023-2024 Audited Financial Statements

Work on the 2023-2024 financial statements began in October 2024 and audited between November 2024 and January 2025. The audited financial statements and report of the auditor will be presented to the general membership in January 2025 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 2023-24 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 the Federation. In 2023-24 the fees for the BCFS were increased by the rate of inflation per the organization's bylaws.

BRITISH COLUMBIA FEDERATION OF STUDENTS 42nd Annual General Meeting - January 2024

The Students' Union sent Directors Polino, Ferenc, Herrera Lira, Llagas, Rajendran, and Archuleta, along with staff persons Sullivan and Hutchison, to the general meeting. Treloar also attended this meeting as the Indigenous Caucus Chairperson. This meeting was held in person at the Delta Hotel Conference Centre in Burnaby, BC. At the meeting, Polino was elected to be the BCFS Director at Large.



Skills Development Symposium – May 2024

The Students' Union sent 12 delegates and 2 staff members to the Skills Development Symposium meeting in May 2024. Skills Development Symposium is a 4-day conference meeting for delegates to learn skills to bring back to their Students' Union. Sessions focused on Media Relations, Working with Volunteers, Outreach, Directors Rights and Responsibilities, Contract Negotiations, advocacy efforts and the upcoming provincial election, and more. The meeting was held at Loon Lake Lodge and Retreat Centre in Maple Ridge, BC.

Executive Committee

Between May 2023 and April 2024, the Students' Union's representative to the Executive Committee was Ava Ferenc, the Director of College Relations. Between May 2024 and the end of the fiscal year, Douglas members have been represented on the Executive Committee by Debi Herrera Lira, the Director of External Relations.

BC Federation of Students Advocacy Week

Director of College Relations, Ava Fernec attended BCFS Fall Advocacy Week in October 2023. The delegates had the opportunity to meet with MLAs from around the province to advocate for students around the province.





STAFFING

All Staff are members of the Canadian Union of Public Employees (CUPE), Local 2396.

Student Staff

The Students' Union employed 5-7 members throughout the year, in part-time positions to work at the front desk in New Westminster and the kiosk in Coquitlam.

Regular Staff and Staffing Changes

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

To support an extended staff leave of absence, the Students' Union and CUPE 2396 staff agreed to create a temporary position to support the work of Clubs and Collectives. The hiring process for this position began in June 2024, and Gaby Ardiles was hired August 15, 2024 to a 6 month position.

Full-Time Staff Positions:

- Executive Director
 - Andrew Dalton
- Finance & Accounting Coordinator
 - Roxana Matasa
- Organizer - Advocacy
 - Deepa Singh (leave of absence effective September 2023)
- Organizer - Campaigns
 - Genessa Yan
- Organizer - Campus Life
 - Danielle Buteau (maternity leave July 2023 to June 2024)
 - Francis Ataiza (June to October 2023)
 - McKenzie Hutchison (January 2024 to June 2024)



- Organizer - Clubs & Collectives (new position created summer 2024)
 - Gaby Ardiles
- Organizer - Communications
 - Delaney Sullivan (leave of absence June to July 2024)
- Services Coordinator
 - Ashley Gordon

BOARD OF DIRECTORS

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

- Accessibility Representative - Anne Trebunski
- Campus Representative - Coquitlam - Debahni Herrera Lira
- Campus Representative - Coquitlam - Margaret Waldron
- Campus Representative - New Westminster - Elijah Kim
- Campus Representative - New Westminster - Maya Moalla
- Campus Representative - New Westminster - Srinithin 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



2023-2024 Board of Directors (May 2023-April 2024)

- Accessibility Representative - Emerson Lakowski
- Campus Representative - Coquitlam - Mira Genio
- Campus Representative - Coquitlam – Vacant
- Campus Representative - New Westminster - Mohit Nayyar
- Campus Representative - New Westminster - Sophie Offei
- Campus Representative - New Westminster - Sky Pourmohseni
- Campus Representative - New Westminster - Amarpreet Singh
- Director of Campus Life - Harvey Polino
- Director of College Relations - Srinithin Rajendran
- Director of Finance - Kyrstyn Llagas
- Director of External Relations - Debahni Herrera Lira
- Director of Membership Development - Douglas Treloar
- Indigenous Students' Representative - Chloe Archuleta
- Pride Representative - Margaret Waldron
- Women Students' Representative - Kristina Bonface



DOUGLAS
STUDENTS
UNION BCFS LOC.6