

Set Rep Meeting

School of Computing and Academic Studies

September 21 2017 5:30pm

Chair: Spencer Pollock

Staff: Carly Watson, Club Program Coordinator

Guest Speakers: Steve Eccles, Dean, School of Computing and Academic Studies

Bethany Edmunds, Associate Dean, School of Computing and Academic Studies

Set Reps:

Meeting Agenda

1. Introduction and Icebreaker
2. Chair of SoCAS goals and introduction
3. BCIT Guest Speakers
 - 3.1 Dean of SoCAS, Steve Eccles
 - 3.2 Associate Dean of SoCAS, Bethany Edmunds
4. Set Rep Training/Introduction to the SA
5. Other Notes
 - 5.1 Andrea Soukeroff Services
 - 5.2 Darshana Email – Entrepreneurship Events
6. Old Chair Business
7. Position Updates
 - 7.1 LAN Party
 - 7.2 Discord
8. Open Forum
9. Amy Smith – Career Specialist
10. Meeting Adjourned

Meeting Called to Order

Spencer calls meeting to order at 5:30pm

1. **Introductions and icebreaker (15 min) – 5:30pm**

Congrats to all set reps
Each set rep introduces themselves, what year they are in and something special about them.
2. **Chair of SoCAS goals and introduction – 5:40pm**

Spencer introduces Steve Eccles the Dean of the School of Computing and Academic Studies and Bethany Edmunds, the Associate Dean of the School of Computing and Academic Studies
3. **BCIT Guest Speakers – 5:41pm**

3.1 Dean Steve Eccles

Steve thanks everyone for stepping up to be set reps. He speaks on the importance of set reps and how they help shape the program. Steve says he an open door, but before he helps solve any issues he will ask set reps if they have asked questions, how they approached the issue and if they have taken initiative themselves first. Steve discusses the programs KPIs – to make sure students graduate and maintain safety, health and well-being. Steve speaks on mental health and notes that set reps are the main source for students to reach out if they are struggling. His office is located in SW2 and urges set reps to stop by with any questions or comments they may have.

Steve introduces Bethany Edmunds.

3.2 Associate Dean Bethany Edmunds

Bethany introduces herself and notes that she has been in her position as Associate Dean for 9 months. Previously she had taught and was program head. Bethany says that the program is cracking down on students cheating and stresses the no-tolerance in SoCAS. Tells set reps to encourage diversity in the classroom, support everyone. Bethany notes she is best reached by email if set reps need to contact, although her door is always open.

Bethany email - **Bethany_Edmunds@bcit.ca**

Steve and Bethany open the floor to questions

Q: What can you do if people in your class/program have issues with focusing or are struggling in the program?

A: Be a friend. Connect with them. Find a particular professor – find someone they can relate to. Let them know the support is available.

Q: What kind of services are offered for students in that situation

A/C: Needs clarification on question.

Q/C: Needs help clearing up, focusing, handing in group assignments

A: The school of SoCAS released a pilot project called: early alert. If someone academically or personality wise, stop showing up. A teacher will flag and loop in counseling, etc. If a prof sees a ‘trigger’ they work with student services. Maybe could be financial, medical, etc. always alert an instructor so they can reach out to troubled student.

Steve: Try to take stigma out. Set reps are a good safety net to notice someone struggling and check in. Be proactive to help all students notice there is a safety net or “scaffolding” available. Meaning students have support.

Q: International issue, international centre has really tight network, hard to connect.

Spencer: The SA has a ton of services in regards to health mental well-being. TO set reps – if you don’t feel comfortable approaching someone get someone from the SA to assist you. Use the resources to help, be a friend. Sets are a huge thing, get together know everyone’s name, get to know them. As set reps go to people and connect with everyone.

Bethany: Trevor and Rob (program heads) are great resource as well

Q/C: Bethany and Steve are great resources to talk to, figure out best solution for everyone. Always available to listen

Spencer opens the floor for more questions.

Q/C: As an international student, it got better once I opened up to class. Instructor would ask question and it was complete silence. If set is being super quiet or not interacting, and instructor asks question just say anything. It will break the ice. Get involved.

Bethany: Recommend shaking up teams in team projects to make people feel included

Q: My set past couple weeks have been trying to book study room for entire set want to invite everyone in set. Problem the room is too small for an entire set, can we book a classroom?

A: Go to Vanny (program assistant for cst) to book a classroom.

Q: How often do we (set reps) meet?

A: We meet once a month.

4 Set rep training (30 min) – 6:05pm

Carly goes through brief outline of what it means to be a set rep. Carly speaks on all the SA services and all that students have access to.

5 Other Notes (10 min) 6: 20pm

5.1 Andrea Soukeroff - Satellite Specific

Spencer introduces Andrea Soukeroff in her absence as the main point of contact for SA downtown. Speaks on services she and the SA offer even downtown.

- a) Career Workshops + Office Hour Appointments
- b) Advocacy Services
- c) Industry Connections
- d) Entrepreneurial Services + Workshops
- e) Mentorship + Leadership programs
- f) Events: doggie de stress, massage
- g) Geared Up Swag
- h) Health and Dental Plans and MORE!
- a) Contact ASoukeroff@bcitsa.ca

5.2 Darshana Email – Entrepreneurship Events

Spencer highlights upcoming entrepreneurship events:

Food & Drink: Just Sayin' – Entrepreneur Panel Series

September 25, 2017 @ 5:30 pm – 7:30 pm

Council Chambers- SE2, BCIT Burnaby Campus

Hear from the founders of Tacofino, Faculty Brewing and Food Fairy YVR as they inspire you to be your own boss

Visit www.bcitsa.ca/beaboss to register for the event

6 Old Chair business – 6:30pm

Spencer notes previous Chair for SoCAS, Nav, did not leave him with any pending things. No previous business to discuss.

7 Position updates – 6:31pm

7.1 LAN party

Spencer talks about upcoming LAN parties, requests people to sign up for volunteers or let sets know that volunteers are needed. First LAN party will be in the second to third week in November. More will come throughout school year

7.2 Discord Server

Spencer encourages set reps to join the Discord Server. He mentions it is a great place to build the gaming community at BCIT. Spencer notes his goal is to make LAN more than just an event that draws computing students. He will put a link to the discord in his email to set reps. Wants set reps to read the rules of the server, as it is in affiliation with BCIT, be responsible.

8 Open Forum – 6:40pm

Students discuss current faculty of program and how to enhance and excel in their classes.

Q: How do you get the best out of this professor? Our set has a quiz on Tuesday and feels like they haven't learned enough.

A: Go back through the slides and use those to study.

Spencer mentions the importance of creating a connective form of contact for your set. He recommends creating a Slack Channel. Wants to get all set reps on his Slack Channel (will send in set rep email follow up.)

Q/C: When you're using slack and Facebook group, try to avoid having faculty in set conversations.

Spencer: Don't add faculty to set chat.

Q/C: Tips about being set rep. You're not a babysitter. You can but you don't have to be.

Q/C: One professor told me as a set rep to make sure my set asks questions.

Q: Has anyone ever worked against set rep, like another student has tried to overthrow a set rep?

A: Try to approach them and talk to them on the friend level. Give them some things to do, etc. send notes organize events.

Q: What if you have a bad relationship with one of your instructors?

A: Try to talk to them, approach them on a one-to-one level. Teachers are people too and most of the time once you talk to them they are more likely to connect with you.

Q: CIT question: A lot of people who are new to programming wanted to ask what they do if, they can't do lab assignments. A professor keeps giving tests on stuff that students haven't learned.

A: Talk to the teacher.

A 2: The professor just wants new programmers to learn how to prove it. Try to get people in the set who are new to programming pair up with educated programmers. The prof is very supportive too.

Q/C: I had an issue with lab instructors in term 2. Couldn't get problem fixed in term 1 because department head because no one said anything or went to them about it.

A: If you're having problem with teacher. Talk to Bethany not program head. Program head is at the same level as all other teachers, cannot really do much.

Q: How do teachers select office hours work? All teacher office hours are all during times of other classes

A: Selected based on teacher availability. They don't just teach one class for one program, they're all over the place.

Q: Who would I talk to about making the scheduling better for that?

A: Try to ask teachers for extra time outside of their office hours. Talk to them.

Students discuss how to enhance marks in current semesters/programs.

9 Amy Smith (Career Specialist for SoCAS) – 7:23pm

Amy introduces herself and tells set reps about the services her and the SA offer.

UPCOMING EVENT: Info tech career fair – Monday September 25. Students get to connect with companies in the industry for internships, co-ops and jobs. Amy says to talk to her or go online to know how to be prepared for the event. If you have any suggestions of companies or people you'd like to connect with at career fairs and ill help make improvements.

Q: How formal are the tech industry days?

A: Tech companies tend to be on the informal side. Dress smart business casual. Be comfortable. Dress shirt and jeans – no holes.

Meeting adjourned – 7:27pm