

**Set Rep Meeting  
School of Energy**

April 26<sup>th</sup> – 5:30pm

**Chair:** Dean Tamboline

**Staff:** Samantha Wallin, Administrative Assistant – Careers

**Guest Speakers:**

Brian Buckley, Associate Dean – Industrial and Mechanical Trades

Kim Kavanagh – Career Service Specialist

1. **Meeting Called to Order**

17:32

2. **Student Success – Brian Buckley – Here to discuss the protentional privacy issues**

Most of you have noticed that sometimes a big number of students drop out of school. We would like to find a way to help students stay in school and not drop/fail out. This information was brought to Forrest and they were discussing of a way for instructors to connect with students to help them with there grades. Forrest thinks that there may be a privacy issue with this. We would like to get your questions and feedback on this subject. This is to determine how we can get instructors to help students succeed

- Students and Instructors do not know if a student is failing until the final exam at the end of term

**Brain Buckley statements/questions:**

In Larger Class sizes the Marks go straight to the Associate Dean but in Smaller Class sizes the Instructor marks the test themselves.

- How do we get the marks back to the instructor to help the students that they are failing?
- Is this a privacy issue?
- How would you feel if an instructor approached you to help you if you did not do well on an exam?

**Students answers/remarks:**

- If they approached in a private manner such as, email this wouldn't be a privacy issue. Another way to do so is for the instructor to say: "Any student who didn't do well can reach out to said instructor."
- If the only ones that see the grades are those that are supposed to (e.g. – Student, instructor and Associate Dean) then it wouldn't be a privacy issue.

- Some Students are having issues with finding out their marks in time to either be able to register for the course in the next term or if they registered, to be able to withdraw and get a 100% refund. Since they do not get their marks back in time, it makes it hard to know if they need to retake a course.
- The Issue seems to be that students are not receiving their marks in time to be able to get assistance or know if they are failing. If you are handing in many labs and not getting your marks back it makes it hard to know if you are making mistakes. We should be able to learn from our mistakes
- Maybe if we can regulate the way we receive the marks. There are 3+ ways that instructors send them their mark, if they even update it.
- Estimated time should be included in the labs to help with time management

In conclusion, it does not appear that there is a privacy issue but there seems to be many other issues. Brain with take all of these statements, concerns and questions to Forrest.

### 3. **BCITSA Career Services – Kim Kavanagh**

Introducing Kim Kavanagh as the new Career Specialist for the School of Construction and Energy. She is here to help all students and alumni with and not limited to: Resumes, Cover Letters, Job Search Strategies, Interview Skills, LinkedIn, Career Fair Prep and brings employers to campus that was to hire you. ○ If you have any ideas for Career Services, please bring questions or suggestions to Kim in the SA Centre or email [kka-vanagh@bcitsa.ca](mailto:kka-vanagh@bcitsa.ca)

Some Events:

- Industry Days Hiring Fair: May 2, 2018 12:30pm to 4:30pm in the Great Hall
  - It is not industry specific – it includes all schools. However, everyone is hiring.
- Trades e-ship Panel: May 8, 2018 @ 2:00 pm – 4:00 pm - NE1 Room 239/242, BCIT Burnaby Campus
  - 3 BCIT grads on the Panel
  - One of which is Kenny Gemmill, president @ Kits Construction and Development. He is the General Contractor for the television show ‘Love it or List it Vancouver’

### 4. **New Business**

#### 4.1. SA Elections

- Voting closes April 27, Please VOTE

#### 4.2. Feedback for next year

We would like to provide as much feedback for next year Chair. What are some

concerns or remarks about the Set Rep Program. What did you like, not like or would like to improve for next year?

- Timing of the meeting was sometimes during exams. Unfortunately, planning it out in advanced can be difficult because exams are not planned.
  - Maybe we can do a poll with 3 different dates and let the set reps decide which date works best
- Quicker recaps about what we discussed – sometimes we get the emails 3 weeks after
- Can we get a schedule for the year?
- Not everyone gets this the packages. Due to sets starting at various times, new set reps are coming in all of the time. It would be a good idea to send the package in every email.
- How do we get the set reps to actually attend – a lot of sets have a set rep, but they do not attend?
- Everything you brought to the table was valid information.
- We feel like more talk is happening then actions - Would it be a good idea to bring a Dean of the School to attend almost every meeting so that you can have a 5-10 min conversation
- Can we outline a little more clearly about who we can go to when we have a problem?

#### 4.3. Upcoming Events

- Distinguished set rep award deadline is April 27 – reward is \$500
- No one has applied yet
  
- Boat Cruise – to celebrate end of exams – May 26
  - Early bird price - 30\$ includes dinner for BCIT students only
  - May 13/14 - \$35 includes dinner and open to everything

#### 5. **Open Forum Discussion**

#### 6. **Next Meeting:** Next Semester

#### 7. **Meeting Adjournment: 18:45**