

**Set Rep Meeting**  
**School of Computing & Academic Studies**

September 25<sup>th</sup>, 2018 – 5:30pm

**Chair:** Justin Cervantes

**Staff:** Darla Willisroft, Administrative Coordinator

**Guest Speakers:** Dean Hildebrand, Acting Dean, School of Computing & Academic Studies  
Shebia Leung, Student Wellness Coordinator, School of Computing & Academic Studies  
Tim David, President, BCITSA

**1.0 Meeting Called to Order**

**2.0 Dean's Address – Dean Hildebrand**

- Steve Eccles left BCIT in August; Dean is acting Dean of the School until the new Dean is hired.
- Offers support and connection to the Dean's office; open door SW2 first floor or send email for an appointment.
- Relies on Reps to communicate; hopes to see engagement with colleagues, classroom, & faculty. Stresses integrity in the School (don't cheat!).
- Start with communicating to Instructors if they do not meet your expectations; follow with reaching out to Bethany or Dean to address issues.
- Downtown campus is going to be tech hub for computing and business programs.
- 12 new instructors this year, be patient and communicate with them and the Dean.
- New Student Wellness Coordinator in School, Shebia.
- New courses – Artificial Intelligence xx
- Good potential of adding a gym to the Downtown campus in the mezzanine area; library space of some sort will eventually be added as well by the 5<sup>th</sup> floor tech hub.

**Questions**

- Is there a date for when everyone in computing will be downtown?
  - May not have everyone but will need to have strategic plan in place to be sure what will happen. Will be sharing the campus with high tech programs in the School of Business.

**3.0 Student Wellness – Shebia Leung**

- [www.bcit.ca/studentservices](http://www.bcit.ca/studentservices)
- If you have any questions on what students can or should access for *non-academic* support, contact Shebia through email or in person, SW2 – 133. Appointments can be made for the Downtown campus. Meetings are not on your student record.
- As Reps, you can: watch out for signs of concerns in fellow students (absence, missing deadlines, unusual behaviour, worse hygiene). Describe what you observe and ask if there is something up and suggest talking to Shebia.
- As Reps you need to look after your set as a whole, not just your friend group.

#### 4.0 President's Address – Tim David

- Represent set: know how to deal with classroom issues, be their champion; Advocates for the SA through enhancing student life; Share knowledge with everyone about services and events going on; Lead change in class and out.

#### 5.0 Icebreaker Activity

#### 6.0 Chair's Brief

Key things to take advantage of from the SA:

- Competition funding
- Student Initiative Fund
- Mentorship Program – pairs you up with an industry mentor
- Free professional headshots
- Career Track – meetings with Career Specialists, preparing for workplace, events, job postings

The school will pay for you to go to conferences to compete – up to the Reps to determine a fair way to distribute funding. Email Justin your thoughts on how it should work.

To be a Good Set Rep:

- Help those falling through the cracks
- Situation awareness of who is in your set, international, gender minority, LGBTQ, extroverts, etc.
- Your role is not to carry people through the program, but to help those where help is needed

Responsibilities:

- Distribute news and updates from the program and SA
- Talk to everyone in your set on a regular basis
- Be friendly, warm and welcoming to everyone in your set
- Don't get involved in gossip, show a high standard of integrity
- Liaise with your professors to assist with student success

Ways to go above and beyond:

- Get a set intramurals team
- Organize events for your set (meals/movies/etc.)

Best methods for communication:

- Word of mouth
- Email blasts
- Set Slack channel / WhatsApp
- Looking into other ways for Reps to connect virtually, maybe WebEx

#### 7.0 News

##### Student Ambassador Job

- Supporting the tracking and maintenance of participant data
- Support the tracking and maintenance of project metrics
- Assistance with workshops and events
- \$14.69/hour. This position is up to 10 hours/week for one term; 16 weeks/term
- Posting to be sent with email

### **Tech Industry Days**

- October 1<sup>st</sup> at Downtown campus
- Employers include: Air G / Blackbird / Fortinet / IUGO / Safe Software / SkyBox Labs / Traction on Demand

<https://www.bcitsa.ca/careerservices/event/october-01-2018/>

### **LAN Party Nov 9**

### **Interface Summit Oct 9-10**

- Volunteer opportunities (Health and Tech Summit - VR/AR) email [carmen@interfacehealth.com](mailto:carmen@interfacehealth.com)
- When students volunteer they must be able to volunteer for an entire day. It can be one day of the summit or both. <http://interfacesummit.com/>
- The volunteers shift will be discussed during the interview.

Day1- On Oct 9th - we need 6 volunteers (2 volunteers in 3 locations)

- BCTECH - The Cube: #500 - 329 Railway Street, Vancouver, BC
- Vancouver Film School: 198 W Hastings Street, Vancouver, BC
- PwC: 250 Howe Street Suite 1400, Vancouver, BC

Day2- On Oct 10th - we need 6 volunteers at Vancouver Convention Centre West Building

### **Student Project Job**

- Looking for help to implement augmented reality game, must know Unity (IDE on C#) and be in school in January
- Starting immediately for max 10 hours/week, can work from home
- Send cover letter and resume to [mirela\\_gutica@bcit.ca](mailto:mirela_gutica@bcit.ca)

### **Jack.org** - Presented by Miranda Pattyn

- Mental health advocacy club
- Volunteer to help with fundraisers, events on campus, mental health summit
- [Bcitjack.org@gmail.com](mailto:Bcitjack.org@gmail.com)

### **VanHacks**

- Great experience to learn teamwork skills, network with others

If you have something cool happening in your life, let Justin know so you can share with other Reps!

**5.0 Next Meeting:** Tuesday, October 30<sup>th</sup>, 5:30pm SE6 – Telus Theatre to start

**5.0 Meeting Adjourned:** 19:10