

Set Rep Meeting
School of Computing & Academic Studies
January 24, 2019 6:00pm – 8:00pm

Chair: Justin Cervantes, Chair School of Computing and Academic Studies
Staff: Carly Watson, Club Program Coordinator

Guest Speakers: Aaron Hunter, Acting Associate Dean
Robyn Lougheed, BCITSA Advocate
Timothy David, President of BCITSA

1. **Aaron Hunter, Acting Associate Dean**
2. **Robyn Lougheed, BCITSA Advocate**
3. **Timothy David, BCITSA President – IXL**
4. **Set Rep Roles and Responsibilities**
5. **Icebreaker – Human Bingo**
6. **Events and Opportunities**
7. **Open Forum**

Justin calls the meeting to order at 6:00pm

1. Aaron Hunter – Acting Associate Dean, 6:01pm

Justin introduces Aaron Hunter the Acting Associate Dean for School of Computing.
Aaron goes over his role and responsibility as Associate Dean

- Represents department as a person
 - o If you have a problem with something going on (with each other, with instructors)
- If you do have a concern, it's important to get it to him in writing
- Changes in department
 - o Name change; department of computing
 - o New diploma program starting next year; web development
- Shebia is the first point of contact for all 'wellness' concerns or questions
 - o Mental health, anxiety, stress
 - o She will help you find the
- Aaron opens the floor to questions from set reps

Q: About the forensics option. I thought it was along Btech, who is it open to exactly?

A: It's open to any student with a two-year diploma in computing

Q: Asking about transition to programs downtown? Is there a continued plan to move more people down there?

A: yes, we are adding new options and two of the 3 new will be offered in January 2020 downtown, one in Burnaby. It is expanding downtown and we're adding money to renovate it. I'm interested in feedback regarding the downtown campus, what they think should be improved and what should be provided.

Q: I'd like to hear more about research opportunities

A: I'm the chair of the research committee and I have the grant to pay students to do

research. Normally I hire Btech, but interested in hiring anyone who wants to get involved in artificial intelligence research over the summer. Pay student rate of \$14/hour. Other instructors also hire.

Q: You mentioned new options, would that be available for students going into term 3 in September would they get

A: No because all new options will be offered starting in January

Q: wondering about Btech options. There's two options for full time and 4 for part-time. Is there ideas to branch out and provide those same part-time options for full time?

A: this is ongoing. The reason we offer more niche programs in full time is to carve out own place in market.

- Contact Aaron Hunter @
Open door policy

2. Robyn Lougheed, Advocate – 6:25pm

Justin introduces Robyn Lougheed and what she does at the SA.

Robyn goes over the roles of an Advocate and how students can access their services.

- Advocates are a confidential 3rd party available for students to go to talk with any issues through course work or other.
 - o Important policies to know
 - Students MUST receive course outline within first week of class
 - Instructor can remove you from class but they DO NOT have the right to remove you from a course
 - No final exam worth over 50% of grade
 - o What do advocates do
 - Provide unbiased services that are confidential
 - Offer information, advice, intervention and referrals
 - Advocate for procedural fairness
 - o What don't advocates do
 - Speak for students
 - Force or order decision
 - Fire an instructor
 - Change grade
 - Go around existing policies
 - Intervene in conflicts outside of BCIT
 - o When to see an advocate
 - Want to discuss a sensitive issue in confidence
 - Have a grade reassessed and don't know process
 - Feel you've been treated unfairly
 - Have conflict with another party
 - o Contact
 - Danielle Landeta Gauthier
604-432-8279
advocacy@bcitsa.ca
 - Robyn Lougheed
advocate@bcitsa.ca

3. Timothy David, President of BCITSA – IXL – 6:35pm

- Justin introduces Tim

- Tim discusses the IXL Conference
 - o Impact by Leadership
March 9, 2019
- Option to volunteer or attend

4. Set Rep Roles and Responsibilities – 6:38pm

- Role of a set rep is to disseminate information to the students in your sets
- Discuss concerns, questions and comments with program heads as well as teachers
- Help students in your set and program who seem to be struggling whether academically or mentally
- Leadership opportunities

5. Icebreaker – Human Bingo – 6:43pm

Justin introduces an icebreaker game for set reps to get to know each other

6. Events and Opportunities – 7:05pm

6.1. Valedictorian Nominations

- Jan 27 Deadline
- Nominate graduates for them to be valedictorian

6.2. Sun Run

- Message Justin to be involved in the sun run team

6.3. Free Training

- 7 Gate Academy Free After School blockchain bootcamp
- March to April
- Register <https://7gate.academy/>

QPR; Question Persuade Refer

- o Training session on Jan 30, 3:00 – 4:00pm
- o REGISTER

6.4. Events

- Game Jam
- Bizhacks
- XdHacks
- BC Game Jam
- Innovation Challenge
- Presentation Idol

7. Open Forum

Justin opens the floor to discussion and questions.

Q: What is the process for helping students who you think are in distress?

A: Training in QPR, talk to Aaron or Advocates for any assistance

Justin adjourns the meeting at 7:24pm