

Set Rep Meeting
School of Transportation, Construction, and the Environment

May 7, 2019 – 5:30 pm

Chair: Chris Sarma

Staff: Kelsey Nikl, Health and Wellness Coordinator

1. **Meeting Called to Order:** 5:43 pm
2. **Update on Set Rep Reformation**
 - Will be presented next year by the new Chair
 - Chris will send it to everyone so those who won't be continuing as Set Reps can still have the info
3. **Trades Representatives**
 - Started conversation around having a Rep for the Trades sets as well as they often have different and unique concerns that should be heard
 - Incoming Chair (Brin) will continue this discussion
4. **Passive Housing Design Update**
 - Passive design courses will be implemented into the curriculum in the next 3 years (how to create net zero [energy] houses), will most likely be a 3rd or 4th year elective course. First accreditations will start in the next 2-3 years.
 - Passive design courses have been offered to Profs and instructors for free, but not included in the curriculum so students would have to pay extra. Chris: this is unfair as they are relevant to the program and including them would make sure the program stays current.
5. **Announcement of Distinguished Set Rep Award**
 - Chris would like to thank everyone for applying and for their hard work.
 - Winner: Megan (not present)
6. **Open Forum:** Chris opens the floor to questions/comments/concerns from Set Reps.
 - This is Chris's last ever set rep meeting as he is graduating in a few weeks.
 - Set Rep: Two doors in SW3 need to be automated as they are very heavy (exterior doors, one in front of 1750 and one by 1915) and make it difficult when carrying supplies through.
 - Set Rep: First floor of SoTCE building has accessibility issues, door to get to elevator does not have wheelchair/opening assistance button.
 - Set Rep: How is the Set Rep meeting schedule changing?

- Chris explained how it will be split into each program, ie: one meeting just for architecture Set Reps so they can focus on items more specific to that program and those students. Some programs that are related can combine to make meetings more efficient for the Chair
- Set Rep prefers monthly meetings as opposed to meeting once at the beginning of the semester and once at the end as it offers more chances for questions and updates. Chris suggests bringing those questions to office hours instead of saving them until the meetings as they can be addressed more quickly and can be more personable. Many of the Set Reps didn't even know there were office hours for student council.
- Set Rep: There was a geotechnical exam that seemed easy but average was very low (and all MC questions). Prof won't meet with students and has refused to for weeks and students have concerns about the test format and grading. Chris has recommended to contact Robyn (advocacy) to help in dealing with this matter as other Set Reps have used her assistance in the past with difficult Profs and she has been very helpful.
- Set Rep: will there be training for spring semester, there are some Set Reps who joined part way through and didn't receive the initial training? Chris says the new reformation and trades representation will mean that yes, there will be more training.

7. **Meeting Adjournment:** 6:05 pm