



Set/ Rep Meeting Minutes
of the School of Computing and Academic Studies
Thursday, October 6, 2011

Chair: Marwan Marwan, Chair of the Computing and Academic Studies

Set/Tech Reps:

Judy Nguyen
Mathew Linder
Karen Blackwell
Alex Huijsman
Travis Ryder
Dennis Ho
Donghua (Tony) Han
Nabeel Lalji

Ken Ketola
Ivy Cheung
Jacob Kwitkoski
Luke Queenan
Zein el Abidine Hajj Sleiman
Joseph Hou
Shaheer Shabbir
Ro-An Alfonso

Staff: Olesea Zadoinova

Guest Speakers:

Karl Tegenfeldt, Advocacy Coordinator, advocate@bcitsa.ca

2.1 Meeting called to order

The Chair person, Marwan Marwan, calls meeting to order at 5:30 pm

2.2 Guest speaker Karl Tegenfeldt.

Guest speaker Karl Tegenfeldt introduced himself to the Set Reps. It was explained the role of the advocate on campus and BCIT Student Complaint Procedure. The Advocacy Office is here to help students navigate through the policies and procedures that are laid out by the Institute, as well as provide information, resources and support during students' academic career, as for ex. Harassment and Discrimination, Student Discipline Cases and Appeals, Academic Appeals, Parking Disputes, Residential Tenancy and Housing Issues. Hours of Operation: Monday – Friday 8am – 4pm, Location: SE2 – 286 Uconnect Offices.

It was explained the purpose and scope of Complaint Procedure, steps and tips for informal complaints, steps and sources for formal complaints, some information about anonymous or third party complaints, privacy, protection and limits. It was mentioned the sources where students or Set Reps supposed to bring the complaints. It was explained what the Set Reps should do and what they shouldn't in the complaint process.

2.3 Announcements:

The following Set Reps won BCIT Mugs:

- Ken Ketola
- Alex Huijsman

2.4 Old business:

- Students from term 1 and 2 don't have access to the Computer Labs. Marwan has initiated the process of negotiations with Security, the results will be announced.
- Set Reps can now sign up for students in the Gym. This opportunity helps students avoid line ups.
- Dellas Step 1 and Step 2 will be removed soon due to students' suggestions.
- Set Reps information is being posted on Commons web space. Set Reps have some concerns that their emails are included in the posted information.
- One of the Set Reps invited everybody to register for BCITSA Peak Leadership program, which gives students a chance to build leadership experience through volunteer opportunities, goal setting, self-reflection activities and skill-based workshops. To successfully complete the Peak Leadership program and to receive letter of recognition and certificate of completion from the BCITSA and BCIT Leadership Teams, each participant must complete peak workshops, volunteering, goals setting and participate online. It was mentioned that the Program is full; however, the Set Reps were advised to sign up for the waiting list. In case of the big students' interest, one more group will be created.

Question: What is the time commitment for this? It is minimal; moreover, Uconnect proposes students volunteering opportunities to fill out their 15 hours of volunteering job.

- Please come to the library for Peer Tutoring lessons on Wednesday from 2:30pm till 4:30pm and on Thursday from 5:30pm till 7:30pm.

Questions:

- ✓ Who are the Peer Tutors for our programs? Graduated students.
- ✓ Why they are not actual students? Students were proposed to apply for the positions of Peer Tutors, but lack of time didn't let them do it...

2.5 Set Rep Forum

- Why student cannot stay alone in the computer lab, why should they always be in pairs? The reason is that students who stay by their own in the computer labs fall asleep sometimes; meanwhile, students are not allowed to sleep in the Labs. The solution is to ask nicely security to let students study in the lab individually.
- Some computers in the Clients Server Labs don't recognize students' ID. Marwan will investigate after Set Reps email him the precise room number.
- Coop job registration process doesn't work well for students with financial issues. They cannot register for the reason that there is a hold on their account. However, after the issues were solved, the deadline has already passed. Marwan will investigate how better to help the students.
- WiFi doesn't work on Campus. Marwan will investigate.
- Why BCIT does have unsecured network? Marwan will investigate.
- Can BCIT create covered smoking areas, for the reason that students with asthma suffer walking though Campus? Marwan will investigate.
- All computer Labs are freezing cold. Marwan will investigate.
- SWI coffee machine doesn't work properly. Marwan will investigate.
- IEEE club is planning to have a Lan Party.
- SWI building on the second floor. Because of the large distance between tables and chairs it is not comfortable to work in this space.
- What to do if a lecture instructor and a lab instructor have different opinions what needs to be prepared for the exam? It was underlined that the best way is to follow the assignment requirements.
- The Set reps shared students concerns and opinions about instructors and their way of teaching in BCIT. Marwan proposed to email him their concerns or petitions at chaircomputing@bcitsa.ca

2.6 Next Meeting

Next Meeting is scheduled for Thursday, October 20th, 2011, from 5:30pm-6:30pm in Council Chambers.

2.7 Adjournment

The Chairperson, Marwan Marwan, adjourned the meeting at 6:30pm.

October 6th, 2011

School of Computing and Academic Studies

Set Rep Meeting Agenda

2.1 Meeting called to order

2.2 Guest Speakers

- Karl Tegenfeldt

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2.5 Set Rep Forum

2.6 Next Meeting

2.7 Meeting Adjourned