



Set/ Rep Meeting Minutes
of the School of Energy
Wednesday, November 16th, 2011

Chair: Amy Erskine, Chair of the School of Energy

Set/Tech Reps:

Taddeo Ahumuza
Hicham Boukili
Maxime Deslauriers
Denis Dobrozdravich
Reza Filsoof
Ben King
Justin Lammi
Ted Leung

Martin Narkiewicz
David Paydar
Reet Ratoul
Ellis Rennie
Daniel Richter
Brian Stephan
Michael Wong
Kevin Bryan

Staff:

Olesea Zadoinova, BCITSA Clubs & Program Coordinator, clubscordinator@bcitsa.ca
Karl Tegenfeldt, BCITSA Advocacy Coordinator, advocate@bcitsa.ca

Guest Speakers:

Monica Kay, BCIT Campus Mediation Service, Monica.Kay@bcit.ca

3.1 Meeting called to order

The Chair person, Amy Erskine, calls meeting to order at 2:40 pm

3.2 Guest speaker, Monica Kay

The Guest Speaker Monika Kay introduced her role to the Set Reps and asked students to direct their opinions, suggestions and/or concerns regarding BCIT Harassment & Discrimination Procedure. It was explained that students have right to a respectful, harassment-free learning environment while at BCIT. Information regarding H&D applies to both School environment and work place. It was enlightened the meaning of Harassment and some of its protected characteristic (race, place of origin, family status, sexual orientation, colour, sex, religion, marital status and etc.). Some of the examples of Harassment: are racist remarks sent via email and etc., unwelcome touching, offensive remarks related to sexual orientation, refusing to hire

based on the protected characteristics, unwelcome, offensive behaviour off campus that impacts the learning environment and etc. It was explained the difference between legitimate feedback and harassment. Students were advised to contact Monica as early as possible to resolve a problem through the mediation. There were provided examples of “not harassment”. The main resources at BCIT are Campus Mediation Services (604-451-6721), Instructors, Program Heads, BCITSA advocate, Student Judicial Services.

Questions:

- ✓ Will you do the conflict resolution? Yes my doors are always opened for students and staff. I am a professional and value the professional relationship. Students are welcome to come to me or to Karl and ask for help in case they need it.
- ✓ One of my classmates has some troubles with the instructor. What should I do? Better to direct your classmate to me or to Karl. Karl can explain the Complaint Procedure to the student.
- ✓ Amy has advised female students to contact her directly at chairmanufacturing@bcitsa.ca in case they feel themselves harassed or discriminated on Campus.
- ✓ Students are very afraid to speak openly about the issues. The complaint process doesn't work out effectively in case students complain anonymously. Students were advised to see Karl in such cases.
- ✓ What to do if the lecture instructor has stricter criteria of evaluation than the lab instructor? Please see Karl to advise you about the complaint procedure.
- ✓ Is the BCITSA complaint procedure the same as the BCIT complaint procedure? BCITSA has elaborated the complaint procedure and it was accepted by BCIT.

3.3 Holiday closures

The Stand Central and the Pub will be closed from December 16, 2011 till January 4th, 2012. NE1 will be opened till December 21, 2011.

3.4 Littering on Campus

The BCITSA is planning to organize a Campaign against littering on Campus; especially, in the SW1. If the students don't stop littering, the BCIT will limit the student access to that area.

3.5 Old Business

- **bike locks** – the request was sent to BCIT
- **Mentee selection**- the selection will be based on the matching characteristics between mentees and mentors. Mostly it will be taken in consideration the interests, goals and personalities of the participants in the Mentorship Program.
- **Complaint procedure**-students were advised to contact Karl in case of any questions regarding the complaint Procedure on Campus.

- **Set rep awards**-Set Reps were reminded about the \$500 dollars Set Reps award, which Students Association proposes to the most outstanding Rep from each school.
Question: what should we do in case we have to be absent on a Set Rep Meeting? Contact Amy in advance, and let her know the reason of absence.
- **Mentoring program.** The Set Reps were reminded to bring to the Uconnect Office the list of the students interested in the Mentorship Program, in case they haven't done it yet. Moreover, The Set Reps were invited to share the contacts of potential mentors with the Students Association, in case they know professionals who wish to be mentors.

3.6 New Business

- **ASTT** – Amy had a meeting with the representative of ASTT organization. The ASTT has agreed to sponsor School of Energy students' networking events. Set Reps were proposed to contact Amy in case they have any ideas or would like more details.

Questions:

- ✓ Can this representative be our mentor? Amy has proposed this opportunity to him.
- **Movember wrap party**

BCITMA invites students on Movember wrap party, which will take place on November 30, 2011 in the Doullins Club. The upstairs of the club will be decorated as the barbershop; so, students will have a lot of fun that evening. Please contact Amy for more details.

Questions:

- ✓ Did anybody create Movember Group? Set Reps were asked to share this information with Amy.

Set Reps were invited to help the Chair of the School of Business in his project to make BCIT Planetarium a more popular place. Please contact Amy for more details.

3.7 Question period

- ✓ The chairs in SW9 127, 119, 120 and etc. are very old and uncomfortable. Amy will investigate.
- ✓ E-pod study rooms are very hot. Amy will investigate.
- ✓ Do we use SW9 lounge room? Yes, MESS club is using it for its meetings.
- ✓ Can we install Autdesk in the Library? Amy will investigate.
- ✓ Can the hours in the Physics Labs be extended? Amy will investigate.

3.8 Next Meeting

Next Meeting is scheduled for Wednesday, January 18, 2011, from 2:30pm-3:30pm in Council Chambers.

3.9 Adjournment

The Chairperson, Amy Erskine, adjourned the meeting at 3:50pm.

November 16th, 2011
School of Energy
Set Rep Meeting Agenda

- 3.1 Meeting called to order
- 3.2 Guest Speaker
- 3.3 Holiday closures
- 3.4 Littering on Campus
- 3.5 Old Business
 - ✓ bike locks
 - ✓ mentee selection
 - ✓ complaint procedure
 - ✓ set rep awards
 - ✓ mentoring program
- 3.6 New Business
 - ✓ ASTT
 - ✓ Movember wrap party
- 3.7 Questions Period
- 3.8 Next Meeting
- 3.9 Meeting Adjourned