



Set/ Rep Meeting Minutes
of the School of Health Sciences
Wednesday, November 23rd, 2011

Chair: Laura Chow, Chair of the School of Health Sciences

Set/Tech Reps:

Saa'd Jalili	Daisy Lum
Jenn Denbok	Andrew Hou
Katrina Halkett	Kevin Chau
Jenny Billett	Karl Diab
Yenna Yamashita	Kathleen Bird
Roger Van Zyl	Samantha Mori
Duff Walker	Chris Morse
Sabiha Kamani	Ewan McLeod
Amber Johnson	Jenn Forge
Dwayne Torgunrud	Gareth Walters
Ewa Kusmierek	Alex Skilton

Staff:

Olesea Zadoinova, BCITSA Clubs & Program Coordinator, clubscordinator@bcitsa.ca

Guest Speakers:

Karl Tegenfeldt, BCITSA Advocacy Coordinator, advocate@bcitsa.ca

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

3.1 Meeting called to order

The Chair person, Laura Chow, calls meeting to order at 5:40 pm

3.2 Introductions

Laura introduced to the Set Reps the Guest speakers: Monica Kay and Karl Tegenfeldt

3.3 Guest speakers

- **The Guest Speaker Monika Kay** presented 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, the theory and examples of conflict, communication and professionalism. 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: What is the definition of disability you have proposed to use? It is an unsuccessful interlace between personal characteristic and unsupportive environment.

- **The guest speaker Karl Tegenfeldt** has asked Set Reps if they had heard about any situations or issues on Campus, where the complaint Procedure could be implemented. It was declared that the Advocacy Office on Campus is dedicated to protect students' interests. The office is located in the Uconnect Resource Center, SE2 building, and is opened for students from 8:00am till 4:00pm every day from Monday to Friday.

3.4 Unfinished Business:

- **Mental Health Week (May 7-13, 2012) –Progress –feedback**
Set Reps were asked to contact Laura in case they think of anyone who might be interested in being involved or getting involved with the meeting Laura and Karl have in the future.
- **Health Sciences Mingler unofficial event**
Turnout for the 2nd mixer was much better. Set Reps were asked if they'd be willing to have another one in December (on the 16th after exams). Set Reps expressed their opinions that they would likely hold another one come January in the 2nd or 3rd week before things will start to pick up again. It was told that 1st year Medical Radiography, 2nd year Prosthetics & Orthotics would not be around.

➤ **When/Where I am going to come on March- what will happen**

Laura will be going away to Kelowna come March break; so the Set Reps were provided with the tentative dates for the next meetings (Jan. 11, Feb. 8, and Mar. 8). The final meeting in April will be conducted by Brian Harvey, chair of the school of Transportation, Construction and the Environment. Laura will try to deliver as much information as possible before the meeting.

3.5 New Business

➤ **Student Spaces**

The fact that student spaces are often left in a complete mess was discussed on the meeting. Set Reps and students were asked to remind people to pick up after themselves.

Questions: Can BCITSA provide more garbage cans in SW1 & some recycling bins or at least make them more visible? Laura will investigate.

Questions: How often things are cleaned in SW1 (e.g. tables being wiped down)? Set Reps complained that tables are pretty dirty in this area. Laura will investigate.

➤ **Flu Shots**

BCIT Student Health Services will be providing free and paying flu shots to staff and students. If students do not qualify for free vaccine they can have vaccine for \$20 purchase. Students were asked to bring with them B.C. Care Card or Provincial Medical Card. Flu shots will be available at Student Health Services SE16 Room 127 on a walk in basis from Mon-Fri 9:30am -3:30pm SE16 Room 127.

Please note walk in flu shots will not be available:

Monday November 21st	2:30-3:30pm
Tuesday November 22nd	9:30-11:30am & 1:30pm-3:30pm
Monday November 28th	2:30-3:30pm
Tuesday November 29th	9:30-11:30am & 1:00-2:30pm

Everyone must remain in the building for 15 minutes after receiving the flu shot.

➤ **Criminal Record Searches – inquiry**

Set Reps were asked if they need to have a criminal record search in case they go to work or for practicum. Some of the Set Reps had already gone through that procedure and shared their experience with other Set Reps.

Questions: Which documents do we need to have for arranging it? You will need to have your official ID and a letter confirming that you need it.

3.6 Forum:

- ✓ Students' cars got stolen near the NEI building. Set Reps were advised to watch constantly their staff (especially lap tops and wallets).
- ✓ Can students clean up after they use a Food Lab? Set Reps were invited to remind their fellow students about the responsibly to clean up after themselves. It was advised that Lab instructor should remind students as well, and/or otherwise take care about this issue.
- ✓ SE12 3rd floor is nice and warm right now. So the problem was fixed
- ✓ Can we have more garbage cans in SW3, SE12 321, NE1 330? Laura will investigate.
- ✓ New glass is broken in south east parking lot by Wayburne & Deer Lake Parkway. Laura will investigate.

3.7 Next Meeting

Next Meeting is scheduled for Wednesday, January 11, 2012, from 5:30pm-6:30pm in Council Chambers.

3.8 Adjournment

The Chairperson, Laura Chow, adjourned the meeting at 6:40pm.

**School of Health Sciences 2011-2012
Set Rep Meeting Agenda for
Wednesday, November 23, 2011**

3.1 Call Meeting to Order

3.2 Introductions

- Introduce guests (Monica Kay; Karl Tegenfeldt)

3.3 Guest Speakers

- Monica Kay
- Karl Tegenfeldt

3.4 Unfinished Business

- Mental Health Week (May 7-13, 2012) – progress – feedback?
- Health Sciences Mingler “unofficial” event
- When/Where I’m going come March – what will happen

3.5 New Business

- Student Spaces
- Flu Shots
- Criminal Record Searches - inquiry

3.6 Open Forum

- ✓ Set Rep questions/comments

3.7 Next Meeting

- ✓ The next Set Rep meeting is scheduled for Wednesday, January 11, 2012 at 5:30pm
 - Note: This is the FIRST WEEK back for most programs after the Winter break

3.8 Meeting Adjournment