



Set/ Rep Meeting Minutes

The School of Computing and Academic Studies

Thursday, January 12, 2012

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

Set/Tech Reps:

Alex Huijsman

Mathew Linder

Ken Ketola

Judy Nguyen

Joseph Hou

Luke Queenan

Adam McKeown

Jacob Kwitkoski

Alex Mcgilvray

Karen Blackwell

Joseph Prophet

Tyler Ingram

Tony Hoang

Staff: Olesea Zadoinova

Guest Speakers:

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

Brian Harvey, Chair of the School of Transportation, Construction and the Environment, chairtransportation@bcitsa.ca

5.1 Meeting called to order

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

5.2 Guest Speakers

➤ The Guest Speaker Brian Harvey

Set Reps were invited to participate in the Pool Tournament, which will take place in the Professor Mugs Pub on February 10, 2012 at 5:30pm. Though the event is organized by the chair of the School of T, C, E, all the schools and campuses are called to participate in the competition. The competition is opened for 16 teams. The Pub will work later that date; a band will play for the students; in addition, door prizes will be offered. More info can be obtained by email at chairtransportation@bcitsa.ca. Entrance fee is 8 dollars which includes Burger and Beer. The tickets can be purchased in the main office of the BCIT Student Association.

Questions:

- ✓ What is the deadline for the registration? We don't have a deadline; it is on the first come first serve basis.
- ✓ Can you let us know when it will be full? Yes, not a problem.

➤ The Guest Speaker Karl Tegenfeldt

The Guest Speaker Karl Tegenfeldt has introduced himself to the Set Reps. It was discussed 5104 – Academic Integrity and Appeals Policy, that provides guidance on how students can arrange for a review of decisions related to their academic standing as well as what students are allowed to appeal. Moreover, there were discussed students' responsibilities and rights regarding academic appeals process. There were explained the reasons why the Set Reps and students can be interested in it, the key facts, different steps in appeal process, some do's and don'ts for them. Set Reps were invited to contact Karl or Marwan in case they have any questions or issues. Karl' office hours are every day from 8:00am till 4:00pm from Monday to Friday. Marwan is on Campus every Monday and Tuesday after classes. In addition Set Reps were advised to contact Alex Huijsman or Jacob Kwitkoski, the student counsellors, in case Marwan is not on Campus.

Questions:

- ✓ Do you have an email? Yes, please email me at advocate@bcitsa.ca.
- ✓ What issue can be resolved by talking to the instructor? For example: academic misconduct and grades related decisions.

5.3 Old Business

- It was emphasized that BCIT had promised to provide additional hours to the instructors who were sick or not on Campus during lecture hours. This will give an instructor an opportunity not to run in the end and to explain properly the material.
- BCIT has agreed to return the assignments in the reasonable time.

Questions:

- ✓ Do we have a policy confirming the provision of additional hours to the instructors in case they were sick? Can we have a policy number? It supposed to be officially documented. Marwan and Karl will investigate.
- ✓ What is considered reasonable time? We are working on it right now.

5.4 New business and Set Rep Forum:

- ✓ Washroom stalls in SE12 3rd floor: or no stalls, or the existing ones don't let students go out. Marwan will investigate.
- ✓ Computer Science Game- no funding from the part of school for the students who would like to attend this event. More details at www.csgames.org<http://www.csgames.org. Marwan will investigate.
- ✓ EH pod labs are not useful even being opened late, for the reason that the maintenance works are on that time. Marwan will investigate.
- ✓ Share point side doesn't work properly. Marwan will investigate.
- ✓ Chairs in Eh pod labs, SE14, the ground floor are very uncomfortable. Marwan will investigate.
- ✓ Some Set Reps have asked if they can use contact Set Rep emails to sell their textbooks. It was recommended to sell it on the books2go.ca

5.5 Next Meeting

Next Meeting is scheduled for Thursday, February 2, 2012, from 5:30pm-6:30pm in the Council Chambers.

5.6 Adjournment

The Chairperson, Marwan Marwan, adjourned the meeting at 7:10pm.

School of Computing and Academic Studies

Set Rep Meeting Agenda

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- 5.2 Guest Speaker
- 5.3 Old Business
- 5.4 New business and Set Rep Forum
- 5.5 Next Meeting
- 5.6 Meeting Adjourned