



Set/ Rep Meeting Minutes  
of the School of Computing and Academic Studies  
Thursday, September 20<sup>th</sup>, 2012

Chair: Minoru Nakano, Chair of the Computing and Academic Studies

Set/Tech Reps

Chris Chapman	Salman Shaharyar
Angela Ma	Ivy Cheung
Akos Sebestyen	Shaheer Shabbir
Heedong Chang (Okabe)	Jesse Braham
Hung Le	Abdon Cox
Andrew Yuan	Spencer Kotowick
Justin Tom	Mathew Linder
Erik Bergstrom	Luke Queenan
Chris Holisky	Michael Anderson
Travis Ryder	Javier Martin

Staff: Olesea Zadoinova, the BCITSA Program/Clubs Coordinator

Guest Speakers:

Marwan Marwan, Vice President, Student Affairs, [vpstudentaffairs@bcitsa.ca](mailto:vpstudentaffairs@bcitsa.ca)

Karl Tegenfeldt, Advocacy Coordinator, [advocate@bcitsa.ca](mailto:advocate@bcitsa.ca),

Brian Pidcock, Associate Dean, Computer Systems Technology, [Brian.Pidcock@bcit.ca](mailto:Brian.Pidcock@bcit.ca)

John Morrison, Publications manager, [publications@bcitsa.ca](mailto:publications@bcitsa.ca)

Joseph Hou, Co-Op student

## 1.1 Guest speaker John Morrison

The guest speaker John Morrison introduced himself to the Set Reps and invited everybody to become a student leader with the Link. The BCITSA's news-paper "Link" is looking for technical article writers among School of Computing students to write about computers, video-games, electricity and etc. The work of student-writers will be compensated. For more details contact John Morrison at [publications@bcitsa.ca](mailto:publications@bcitsa.ca).

## 1.2 Set Rep Training

Olesea Zadoinova, the BCITSA Clubs Coordinator, provided to the Set Rep a Set/Class Representative Package. There was explained to the Set Reps the BCITSA Vision and Mission Statement, the role of the BCITSA on Campus, communication structure and Set Rep job description. In addition there were explained BCITSA expectations to the Set Reps, a role of the Chair in respect to the Set/Class Reps and Set Reps Compensation. Some of the main resources for the Set Reps are Student Advocate, Chair of the School, VP of Student Affairs, Outreach Coordinator, BCIT Student Judicial Affairs and BCIT Harassment and Discrimination.

## 1.3 Welcome and Introduction

Minoru has introduced himself, his role, duties and responsibilities on Campus. He expressed his appreciation to the Set Reps for their active participation in the student life. As a result of the previous year Set Rep cooperation, the following Policies implementations and changes were made:

- In case an instructor misses classes, the School has to make sure it provides coverage or reschedules the class for the other day.
- An Instructor has to return all assignments within the reasonable time period.
- No more mandatory gym course.

The Set Reps were encouraged to attend all meetings and raise the issues they knew about. It can help to change an existing situation and make a potential improvement. Set Reps will share experience with each other on the meetings. It was proposed to the Set Reps to collect emails of their fellow- students to better disseminate info among them and to keep the students up to date.

## 1.4 Guest Speakers

- **Brian Pidcock,**

The Guest Speaker Brian Pidcock, Associate Dean, Computer Systems Technology, introduced himself to the Set Reps. It was proposed to use Mass email system in case of a large number of emails. Students were encouraged to provide their BCIT emails to avoid undelivered emails in future.

### Questions:

- ✓ Has it (mass system) been updated? Yes, it had been updated last Tuesday. Do a little test and send us the result.
- ✓ Can you explain us how to use Mass email system. Don't hesitate to approach Minoru for help.
- ✓ How can we contact you? By email: [Brian.Pidcock@bcit.ca](mailto:Brian.Pidcock@bcit.ca)

Brian continued that in case of any issues/conflicts, the first step for students is to talk nicely to the instructor directly. The second step will be to approach Program Head; and the third available solution is to put everything down in the email, to document the issue and to send it to the Associate Dean.

Student Message: Set Reps were invited to check new programs created by the Recreational Services.

- **Guest speaker Karl Tegenfeldt**

The Guest speaker Karl Tegenfeldt represents Student Advocacy Office on Campus: individual cases related to conflicts, appeals, complaints, the larger policy, steps to resolve a conflict. Karl proposed his help to students in case of any questions or a need of support. Set Reps were invited to use existing resources.

- **Guest Speaker Marwan Marwan**

The Guest Speaker Marwan Marwan spoke about his experience as a Chair of the School of Computing and Academic Studies. Set Rep were encouraged to contact Marwan or Karl in case of any issues with instructors, style of teaching, marks, a need to get petition together and etc. Don't hesitate to contact Marwan at [vpstudentaffairs@bcitsa.ca](mailto:vpstudentaffairs@bcitsa.ca) "You are never alone; nothing is too much or too little".

## 1.5 New Business

Joseph Hou, BCIT alumni, proposed to the Set Rep an alternative to the Co-Op Program. It was told that the Co-op program at BCIT is highly respected and competitive. A lot of students are qualified to work in a co-op education setting but are denied admission. The fact that 52% of spring term CST students can be admitted vs. 19% of fall term CST/CIT students means that as many as 50 students/year are qualified for co-op but are not admitted. A new proposal of Joseph is to empower BCIT CST/CIT students to apply for co-op positions independently. BCIT, UBC and SFU students not officially in co-op already apply and are successful in “co-op” jobs. The Proposal is directed to give a better chance to find a job by networking, support, exchanging information, notes and presentation.

Marwan : help each other to get an experience, bring to the co-op other skills which you have.

Questions: Will anybody tell us regarding the jobs? – No, this is nothing to do with the BCIT co-op. We are not trying to compete with the BCIT co-op program; but if you don't qualify for the BCIT Co-op it is not the end of the world.

Alex: During the summer, I was doing some investigation about employers' opinions regarding Co-op students. They will be happy to come and speak to us about it.

Brian: We are looking for volunteers; the better your team is the better we (BCIT) look. It is a work experience which you get during the summer, this is a great idea.

Question: Is there a way to have this work experience recognized by BCIT? Do the course.

Minoru: The paper isn't as important as the work experience. However, for graduation purposes you still have to do the course.

Question: If you are getting to the Co-op, don't you have to pay a fee? Yes, you will have to pay a fee.

Question: If we get a Co-op independently, will we miss a semester? Marwan: Companies do prefer the co-op longer than 4 months, in addition to that, you will have to speak to the program head, and work with them on timing and spacing. The sooner you let them, the better.

Questions:

- ✓ What is the best way to inform students about it? Lecture.
- ✓ Can I spread the word now? Yes

### 1.6 Next Meeting

Next Meeting is scheduled for Thursday, October 11<sup>th</sup>, 2012, from 5:30pm-6:30pm in SW1-1492.

### 1.7 Adjournment

The Chairperson, Minoru Nakano, adjourned the meeting at 7:00pm.

September 20, 2012

School of Computing and Academic Studies

## Set Rep Meeting Agenda

### 1.1 Guest Speakers

- John Morrison

### 1.2 Set Rep Training

### 1.3 Welcome and Introduction

### 1.4 Guest Speakers

- Brian [Pidcock](#),
- Karl Tegenfeldt
- Marwan Marwan

### 1.5 New Business

### 1.6 Next Meeting

### 1.7 Meeting Adjourned