



## Set/Rep Meeting Minutes of the School of Business Tuesday, October 9<sup>th</sup>, 2012

Chair: Chair of the School of Business, Ross Wamboldt

Set/Tech Reps

Staff: Olesea Zadoinova

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),

Olesea Zadoinova, BCITSA Clubs Coordinator, [clubscordinator@bcitsa.ca](mailto:clubscordinator@bcitsa.ca)

### 1.1 Meeting called to order

The Chair person, Ross Wamboldt, calls meeting to order at 5:45 pm

### 1.2 Introductions

Ross has introduced himself to the Set Reps. Ross explained to the set reps his role, duties and responsibilities on Campus and shared some of his objectives. Among objectives there were enumerated: investigate the possibility of offering a quiet lounge space that's sleep enabling, or change the current bylaws for sleeping on campus, investigate the possibility of having a better recycling program on campus, changing vending machines, bring more healthy options on Campus, pay a special attention to the international students and etc. He asked students to contact him in case of any concerns, issues and/or ideas.

### 1.3 Guest Speakers:

- Karl Tegenfeldt, BCITSA Advocacy Coordinator

The guest speaker Karl Tegenfeldt introduced himself to the Set Reps. It was explained the role of the advocate on campus. 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. Karl proposed his help to students in case of any questions or a need of support. Set Reps were invited to use existing resources.

- **Marwan Marwan, Vice President, Student Affairs**

The Guest Speaker Marwan Marwan spoke about his role as a Vice President of Student Affairs. Set Rep were encouraged to contact Marwan or Karl in case of any issues with instructors, style of teaching, marks, need to get a 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". Marwan asked Set Reps to use available resources: to come to the Uconnect, International Student Center, Chair of the School of Business and etc.

#### **1.4 Set Rep Training**

The guest speaker, Olesea Zadoinova, the BCITSA Program/Clubs Coordinator, provided to the Set Rep a Set/Class Representative Package. There was explained the BCITSA Vision and Mission Statement, the role of the BCITSA on Campus, communication structure and Set Rep job description. In addition there were enlightened the 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.

In addition it was underlined, that the BCITSA is pleased to offer an award of \$500 per year to the most outstanding Rep from each school. Ross added that the BCITSA owns such businesses on Campus as Stand Central Stores, Pub, Ctrl P and Geared Up. Students were encouraged to visit and use the BCITSA businesses, for the reasons, that all money spent there will go back to students through different events, services and programs.

#### **1.5 Question Period**

What do you mean to go above and beyond the Set Rep responsibilities? Been present at all Set Rep meetings, been actively involved in the discussion at Rep meetings, disseminate all information from the meeting to your Set or Class and etc. Please find more details at [www.bcitsa.ca](http://www.bcitsa.ca).

#### **1.6 Open Discussion**

- Math lecture: because of volume of the material a teacher has to go through, the teacher doesn't reply on the student questions on the lecture. Try to approach the teacher after the lecture, in her office time.
- Will we have any parking discounts? Every year the BCITSA takes this question on, but because of the existing contract, it is like a wall.
- What is a renewal progress for this contract? Unfortunately, we don't have access to it. It is a contract between BCIT and Impark. We will keep you updated.
- The teacher always rushes when explains the material. Karl: try to address the issue after the fact with a bunch of other students. Instructors should make sure you understand what you are learning. There are peer-tutors available as well.
- Teachers use different online platforms, it is a bit confusing. Ross will investigate.
- Set Rep shared their ideas about Accounting Lab.
- For students which are struggling with math, it is very hard to understand what the teacher is saying. Some Set Reps shared their ideas how to resolve this issue: tutoring, sharing experience with the instructor, watch a YouTube video, be super specific with the questions and etc.
- Internet is slow. Is there anything we can do with that? Internet will be speeding up. Ross promised to provide more details next meeting.
- Economics: expectations are very high. Speak to your fellow students and to the instructor directly. Marwan: The other option is to write down a petition- be realistic, put down some ideas, offer solutions. If 50% of your class sign, it is already good to go. Set Reps and Marwan shared some of their ideas.
- Math Tutorial- NE1 201 needs a bigger room. The same situation is with SE6 208. Set Rep were asked to email Ross.
- Translink will be cutting their buses hours in December. Ross will bring this issue to the VP External Affairs.
- Buses are constantly full on Wednesday at 2:30pm. Set Reps were advised to keep calling/ contacting online and complain to the Translink directly.
- Where can we find print stations on Campus? The one we know doesn't work properly. You can try CtrlP in the Great Hall, SE6, Library and etc.
- Printers in SE6 1<sup>st</sup> floor: tons of dollars spent- no result. Ross will investigate.
- How can we ensure better communication between teachers? Please contact Karl for an advice.
- Can we put two more water filters in SE6? We are working on it. They are pretty expensive. Ross will investigate further details.

- Can we ensure the proper maintaining and cleaning of the Water Fountains to avoid bacteria? Ross will investigate.

### 1.7 Adjournment

The Chairperson, Ross Wamboldt, thanked all the Set Rep for coming on the meeting and adjourned it at 6:45pm.

Agenda  
**School of Business**  
**Set and Tech Rep Meeting**  
**October 9, 2012**

- 1.1 Meeting called to order
- 1.2 Introduction
- 1.3 Guest Speakers
  - Karl Tegenfeldt, Advocacy Coordinator
  - Marwan Marwan, VP Student Affairs
- 1.4 Set Rep Training
  - Olesea Zadoinova will discuss roles and responsibilities of set reps
- 1.5 Question Period
  - Questions about set rep rules and responsibilities
- 1.6 Open Discussion
  - Current issues and concerns brought to set reps
- 1.7 Adjournment
  - Thank You!