



Set/ Rep Meeting Minutes

School of Computing and Academic Studies

Oct 23, 2014

Chair: Nav Bhatti

Set/Tech Rep Attendance:

Tristan Gillon
Rene Ye
Jonathan Gribble
Sam Humphrey
Krystie Bulalakaw
Jathavan Arumugam
Sean Avena
Stuart Budd
Callum Styan
Andrew Lockhart
Sebastian Pelka

Matthew Banman
Ross McTague
Jeff Poussard
Victor Van
Burke Lougheed
Justin Chau
Keegan Barss
Wilson Lau
Gary Szeto
Mike Han

Staff: Amy Smith, the BCITSA Program/Clubs Coordinator

Guest Speakers: Jennifer Walker, Harassment and Discrimination Advisor; Robyn Lougheed, Advocate; Joseph Prophet, Chair of School of Business.

2.1 Meeting Called to Order

Chairperson Nav calls the meeting to order at 5:50 pm. He introduces himself as Acting Chair of the School of Computing, as the former Chair, Alexander Clarke, has stepped down. He explains that a bi-election will be held in 30 days, and anyone from the school is able to run for the position. Nav explains that he does plan to run, but encourages Set Reps to tell their classmates about the opportunity.

2.2 attendance check/ approval of minutes from last meeting

Nav reminds students to sign the attendance sheet, and asks for approval of the minutes from the previous meeting.

2.3 Old business

Nav explains that the issues from BCIT regarding heating maintenance are not as severe as previously thought. Nav asks if anyone is experiencing issues lately around HVAC.

A: SE12 323 is reported has having heating issues.

Another issue from last meeting surrounding sharing of lab space is discussed, and Nav will follow up on the issue of 2 sets sharing room 319 in SE12.

2.3 New Business

2.3.1 Jennifer Walker, BCIT Harassment and Discrimination Advisor

Jennifer introduces herself as a resource for advisement on harassment and discrimination at BCIT. She shows a presentation that covers both BCIT and BC/Canadian policies around bullying, discrimination and harassment, and explains some scenarios that may or may not be considered harassment. She explains the different agencies that inform the laws around harassment, and the different kinds of harassment, discrimination and how to recognize them. She also explains what is not bullying and harassment, and how to tell the difference. She also explains that not intending to cause harm is not a relevant defense. Jennifer also informs the set reps that BCIT policies can be applied to their actions off campus. Jennifer discusses the relation of personal rights and freedoms to harassment and discrimination. These laws and policies do not contravene personal freedoms, and are there for your protection. Jennifer discusses the guidelines around what to do if harassment, discrimination, or bullying is encountered. Ideally a student should communicate to the person who is committing the unwanted behavior. Seeking advice from the right resources is very important. Talk to someone such as Jennifer, your Chair, Robyn Lougheed, or Chris Rogerson for advice.

Q/C: What if I preface the joke by saying you may find this offensive and suggest people may not want to listen.

A: No, the obligation is not on the person who may be offended.

2.3.2 Robyn Lougheed, BCITSA Advocate,

Robyn introduces herself as an employee of the Student Association, which means she works for the study body. She explains that she is a resource for students on navigating BCIT policy, and knowing your rights and responsibilities as a student.

With regards to fielding concerns as a Set Rep, Robyn emphasizes the importance of remaining non-judgemental and unbiased; even if a student's concern seems insignificant or irrational. It's important to have a written record of communication and incidents, as many policies at BCIT are subject to time frames. Robyn advises Set Reps to relay students to an appropriate resource such as Advocacy, Harassment and Discrimination Advisors, Counseling Services, Judicial Affairs, or other resource.

Q/C: If BCIT staff gives a student to sign a contract or other document, can Robyn help the student review it?

A: Yes, and Robyn can accompany students to meetings with BCIT staff or faculty. She can't speak on the behalf of the student, but can advise them and be a support.

Q/C: If a student feels they can handle a situation themselves, is that ok?

A: Yes, as long as they're comfortable, and reasonably can be expected to handle the situation appropriately.

Q/C: Can a student relay a concern in a case where an instructor may be the victim of harassment and discrimination?

A: Yes, if it's affecting your learning experience or personal well-being.

Q/C: Can I speak directly with the Dean instead of talking to the instructor first?

A: You have to follow the chain of command in order to resolve issues.

2.3.3 Set Rep Training – Joseph Prophet

Joseph gives a training presentation on the benefits and responsibilities of the Set Rep role. He asks the set reps what they think they are here for. He explains that Set Reps act as liaisons between their sets and BCIT/ Student Association. He discusses what the SA does on campus and the different services and resources that are available. Joseph discusses the benefits of being a Set Rep: training, food, leadership skills, a chance to contribute, Distinguished Set Rep Award. He illustrates how Set Reps fit into the larger picture of the BCIT community, in relation to instructors, program heads, and other staff. Joseph explains that the Chair sends out follow-up emails after every meeting which contains summaries and any presentation slides.

Q/C: What if a set is unresponsive to the information being disseminated?

A: It's only a Set Rep's responsibility to relay information; they're not responsible for the level of participation that occurs as a result. Listen for feedback, though.

Q/C: How can students get involved with the next info sessions?

A: Talk to Shebia Leung or Maureen Bell.

2.3.4 Events

- The Haunt

This event is happening October 31st from noon until 3 pm, and will include prizes and games in Professor Mugs Pub.

- LAN Party

This event is happening October 24th from 5:30 – 10:00 pm, and involves tournament video games, food, and prizes. The Games Development Club and the SA host this bi-annual event, and sponsors are in attendance to provide extra games and prizes.

2.4 Open Forum

Q/C: Will the new Chair take over the old Chair's objectives?

A: Not necessarily. Feedback will be taken into account.

Q/C: Lab instructors not correlating with lecture instructors.

A: Nav will look into this further.

2.5 Next Meeting:

Thursday Nov 27th in Council Chambers 5:30 – 6:30 PM

2.6 Meeting Adjournment

Nav adjourns the meeting at 7:09.