



School of Transportation, Construction & the Environment Set Rep Meeting Agenda

Tuesday, November 18, 2014 5:30-7:30

Chair: Tony Atkins, Chair of the School of Transportation, Construction & the Environment

Set/Tech Rep Attendance:

Jordi Ashwor	Chanel Lewis	Mike Frank
David Murphy	Vanessa Logie Isnardy	Christian Dye
Colin Coulter	Jonathan Baggio	Dev Brow
Alex Blaise	Chris Guichard	Julian Petrin
Meagan Enright	Chelsea Tully Tyler	Daniel Lui
Krista Kals	Farley	Marita Ivankovic
Dan Boates	Millie Kuyer	Mathew Innes
Brooks Young	Ben Woodland	Zhiwei (Harry) Hao
Greg Hustler	Grady Rowley	Brad Rigg
David Lu	Cheyenne Miller	Bowen Sly
Lindsay Casey	Jesse Coster	Lyen Mortensen
Garrett Peters	Greg Dawson	
Clara Leung		

Staff: Amy Smith, BCITSA Club Program Coordinator

1.1 Meeting called to order

1.2 Guest speakers

1.2.1 Robyn Lougheed- Advocacy Information

Robyn introduced herself and provided basic information about advocacy to the Set reps. Gave some tips to remember on directing students with concerns to her and always remember to have confidential discussions with them. Documenting everything is very important. Also, do not judge students for the nature of their complaints. Always ask if they want to be ANONYMOUS for their issue or complaint.

Most important Policy to remember is 5102 – CODE OF CONDUCT. Every student when enrolls to BCIT accept all the policies and procedures of this Policy.

Two most important people Robyn works closely with are – Chris Rogerson Associate Director, Student Retention and, Jennifer Walker Labour Relations Consultant, Harassment and Discrimination

1.2.2 Jennifer Walker - Labour Relations Consultant, Harassment and Discrimination.

Jennifer introduces herself and defines bullying, Harassment and Discrimination briefly. Gave a few examples of which could be / could not be situations of Bullying and Harassment.

- 1) Russell Peter making jokes on different nationalities, mimicry of other people and so on According to Jennifer this is a Yes and No situation and a very risky one. Depending on how people take the jokes and respond to them. But when people buy the tickets to go to Russell Peter event they sign off the waiver.
- 2) If you think the grade you received is not fair. Is that Bullying or Harassment? NO, it's not. It is something you don't agree with your instructor.
- 3) There is a very good looking guy in your class and you ask him out. Yes, this can be a situation of Bullying and Harassment.
- 4) One of your classmate bugs you a lot. That person annoys you and interferes in everything you do. You decided to play a prank on him and teach him a lesson. Yes this will be considered as a situation of Bullying and Harassment.

Every person either working or studying at BCIT is entitled to a Harassment & Bullying Free Environment. The top three characteristics that are most common under Bullying and Harassment are * Sexual Orientation * Race, Ancestry, Color and most important * Mental Disability.

BCIT Policies and procedures include 1504- Conduct 5102- code Of Conduct and 7507 - Bullying and Harassment. Every student should be aware of these three most important policies. Unwelcome behaviour, Misuse of authority or abuse of power, seriously abusing, threatening, intimidating creates a hostile and offensive environment .

Jenifer also talked about Social media Harassment which is very common these days. Generally a pattern of behaviours but single serious incident is "Code" of harassment. Also, on and Off Campus affects learning and working environment.

"Non-Code" Bullying and Harassment includes Yelling and Verbal Aggression. Off Duty conduct away from work environment and after working hours may also be covered.

1.3 Old Business

1.3.1 File Sharing

Tony informed everybody that he is working with BCIT on D2L and BCIT network. There are chances of some changes by next year.

1.3.2 Car-pooling services

<http://www.bcit.ca/parking/carpoolinformation.shtml>

Carpool services are provided by BCIT Tony provided link to the Set reps.

1.3.3 Heating issues in 2540

Resolved

1.3.4 Dissemination platforms

Teachers while sharing their information do not have communication between them
Tony has brought up this issue and is working on it.

1.3.5 Late night access to NE-1 comp labs

Tony recommended groups to make a list of how many students want to access the lab
and also provide the Computer Lab they would like to have.

1.3.6 Microwaves in SW3

Microwaves still not working. Have to look into this.

1.3.7 Printer Card loading machines

Not feasible. One machine costs about 10K .Very expensive.

1.3.8 Smoking near Windows

This is a policy of BCIT to smoke 6meters away from the doors. Parameters are set for
ventilation intakes.

1.3.9 SW1- men's urinals

Not fixed yet .Only the 3rd floor urinals are working.

1.3.10 Rona Cards

Discounted cards for students. Tony provided some cards to Set reps who were
attending the meeting for the first time.

1.4 New Business

1.4.1 TEDx BCIT- Set design and construction team (5min)

Tony talked about Tedx at the Aerospace Campus on January 24th , 2015 from 12 – 5 pm
. They are open for any ideas if people have. The stage will be showcasing a concept/
construction designed by the students of BCIT. The logo on the stage will be "Building
for the Future "

Also, submitting an idea does not get tickets to students.

1.5 Open Forum

Q. Alex from Architectural program 1st year – Computer Labs in Ne1 don't have hand sanitizers. The keyboards are very dirty and need to be cleaned in some of the labs.

A. Tony will look into it.

Q. Peer Tutor in NE1 building was brought up by the Set reps and would prefer one day for a couple of hours at least.

Last year there was a peer tutor for 2 hours in Ne1 twice a week. That was very convenient and helpful for students.

A. Brooks will look into this and connect with Tony.

Q. A student recommended keyboard sanitising machine to clean the keyboards in Computer labs in SW3 AND NE1.

A. Tony will investigate how computer labs are maintained, and suggest to facilities to include sanitizing wipes in labs. This concern has been brought up by School of Computing students as well.

Q. Having sanitizing / Alcohol wipes around campus was raised by a student.

A. Tony will look into it.

Q. Concern is raised regarding two teachers teaching one course in their class. There is no communication between both as one teaches the class and another marks the test.

A. It is recommended to discuss this with Advocacy.

Q. Students in a program that does not follow the regular semester system would like there to be month-to-month towel service through Recreation Services instead of by semester.

A. This will be looked into.

Q. Students in Level B (Welding?) don't seem to have access to Financial Aid resources such as bursaries. Concerns about customer service experience as well.

A. More information needed, but Financial Aid will be contacted to clarify this.

Q. SW1 hand dryer is gone. NE1 3rd floor east men's washroom needs another paper towel dispenser.

A. Request through facilities.

Q. Motorcycle Maintenance needs another battery booster in NE20.

A. Will look into this.

Q. ITA (Industry Training Authority) textbooks have wrong answers, which was noted by instructors and explained to students. These incorrect questions/answers were on tests and led to lost marks for students. (Welding C Level)

A. The instructors who delivered the exam should be approached first about rectifying the situation. Advocate Robyn Lougheed should address this if not progress is made thereafter.

1.6 Next Meeting

January 20, 2015 @ 5:30-7:30 - Council Chambers

1.7 Meeting Adjournment

Chairperson Tony adjourns the meeting at 7:00 pm