



Set/Rep Meeting Minutes Of School of Health Sciences Wednesday November 26th, 2014

Chair: Amanda Ding, Chair of the School of Health Sciences

Set Reps:

Staff: Hannah Bielert, SA Health and Wellness Program Coordinator

Guest Speakers: Justin Bargiacchi, Assistant to the Executive Director and HR Generalist; Tara Mollett, Student and Career Services Manager; Alexandra Gunn, Career Specialist; QPR Trainers - Hannah Bielert, SA Health and Wellness Program Coordinator; Josefina Corado, Administrative Assistant

3.1 Meeting called to order

The Chairperson, Amanda calls meeting to order at 2:32 pm

3.2 Set Rep Survey

- Please take the time to fill out this survey so that we can roll out a better and faster way to acquire set reps
- It's difficult because BCIT and SA are separate entities even though they work under the same roof
- If you need the survey link, just email Amanda
- Will get results back from 350 set reps by next year

3.3 Guest Speakers

3.3.1 Assistant to the Executive Director and HR Generalist: Justin Bargiacchi

- Each school has their own calendar among other sub groups (i.e. clubs, etc)
- Just started it up and we're working through kinks
- Justin has implemented all your School of Health Sciences set rep meetings
- To put events on the calendar, email Amanda – only Justin and her have access to it
- You can attach documents to an event
- Justin's contact info - jbargiacchi@bcitsa.ca

3.3.2 Student Association Advocate: Robyn Lougheed

- Robyn is the Advocate for BCIT students and she works for the students
- Her office is completely confidential and she cannot share any information she is given unless the student signs a consent form
- Robyn is the communication bridge between students and the institution

- She deals with problems regarding courses, grades, teachers, facilities, etc. and she helps students understand their rights and BCIT policies
- If you breach policy, you may receive a letter from BCIT's Chris Rogerson, Associate Director of Student Services
- It's important to remember to document everything that is said including contact information if a student comes to you with a problem
- Be open when a student comes to talk to you and maintain the confidentiality
- Refer to the handout she provided during the meeting for common issues that Set Reps may experience as well as some helpful guidelines.

3.3.3 Student and Career Services Manager: Tara Mollett

- Tara introduces the new Career Specialist in the department that is dedicated to the School of Health Sciences, Alex Gunn (Agunn@bcitsa.ca)
- If you would like to see a company come to campus, make sure you e-mail Amanda or Tara

3.4 Set Rep Communication

- How is the communication going with the set reps? – Facebook groups work well
 - Program head posts in a cohort in D2L – Set Rep just e-mails program heads
 - Whatsapp group works well for one set
- Which works better, all school of health sciences D2L page or all of SOHS Facebook page? Students feels Facebook is too much clutter for all of SOHS (maybe just set reps)
- No one wants to use D2L
 - All reps seem good with how their communicating with their sets
 - If you want change e—mail Amanda and we'll have a formal discussion about it

3.5 Inter-professional Development Student Leadership Committee

- Representatives are present at the meeting
- They are going to work together to build community among SOHS
- Work to bring in more employers and opportunities

3.6 White Rose Campaign

- Dec 6th is the National Day of Remembrance and Action on Violence Against Women
- Once again, the BCITSA presents the White Rose campaign which promotes anti-violence on women and a violence-free society
- Tokens of awareness will be distributed to BCIT students as a reminder to never commit, condone, or remain silent about violence
- Join us in the Great Hall where we will commemorate the 14 women who lost their lives in the Montreal Massacre at the École Polytechnique Institution on Dec 6th, 1989
- A memorial and candlelight vigil will be displayed in the Great Hall on December 5th from 10 am – 2 pm

- Students and staff are invited to come light a candle for anyone who has been touched by violence

3.7 Zen Lounge

- FREE massages and other stress reducing healing offered to BCIT students on a first come, first serve basis
- December 2nd and 3rd from 11 am – 2 pm in the Great Hall

3.8 QPR Training: Hannah Bielert and Josefina Corado

Hannah and Josefina present the QPR suicide prevention training session

3.8 Next Meeting

January 28th, 2015 @ 3:30-4:30 pm

SW 01 2030

3.9 Meeting Adjournment

Amanda adjourns the meeting at 3:39 pm