

**School of Business**  
**Set Rep Meeting Minutes**  
**Tuesday, October 27, 2015**  
**5:30pm – 6:30pm**

Chair: Meghan Fisher, Chair of the School of Business

Set Reps in Attendance:

Meeting Minutes: Mirranda Cross, BCITSA Program Coordinator

1.1: Call to order

Meghan calls the meeting to order at 5:46PM

1.2: Overview/ Introduction of the Agenda

Welcome and introduces presenters: Robyn Lougheed and Jennifer Walker

1.3: Guest Speakers

1.1.3 Presentation from BCITSA Advocacy – Robyn Lougheed

Robyn Lougheed is the BCITSA advocate. The advocate is a free and confidential service for all students and instructors for any concerns or complaints.

Ex. “I don’t like my course”, “I have a problem with my instructor..”

Robyn is available to help navigate through BCIT policies and she does her best to ensure that all questions are answered. If students do not want their name attached to a situation, Robyn may choose to help file a complaint anonymously but Robyn would encourage students to attempt to address the situation themselves.

The most effective way to get in contact with Robyn is to make an appointment via email ([advocate@bcitsa.ca](mailto:advocate@bcitsa.ca)) or phone call. She can be made available in emergency situations for drop in.

Want to ask a question or comment confidentially? Ask the advocate using our online question toolbox. <http://www.bcitsa.ca/student-services/advocacy/>

All students should know BCIT's code of conduct:

<http://www.bcit.ca/files/pdf/policies/5102.pdf>

For more information on Advocacy visit:

<http://www.bcitsa.ca/student-services/advocacy/>

### 1.3.1 Questions for Presenter

Q: The basketball court has no lights? Who do I talk to?

A: Yes – come see me.

### 1.3.2 Presentation about Harassment & Discrimination - Jennifer Walker, Advisor

Jennifer Walker is the BCIT Advisor on Harassment & Discrimination. Jennifer presented on the “Need to Know” Information about Harassment & Discrimination. The BCIT policies that are relevant to Harassment & Discrimination are 1504, 5102, and 7507.

The basic protected characteristics are, but not limited to: colour, ancestry, age, sex, religion, race, marital status. Family status, sexual orientation and place of origin

Did you know that Disability (mental or physical) contribute to 40% of claims in the Harassment & Discrimination tribunal

What is discrimination? Membership in one of those categories, restriction about one of the categories and there must be a link between them.

What is Harassment? Verbal aggression, humiliation and intimidation.

No Questions

6:00PM

1.4: Discussion: What can Career Services do for you?

Email about Career Services? Meghan to re-send email

6:20PM 1.5: Open Forum

There are not enough plugs/power outlets at BCIT

- Go to BCIT forums to file complaint

There is not enough room in the Library to study

- Will follow up
- Meghan suggested going to the cafeteria or great hall or SW 1 to study

Can student fees include parking?

- Students can buy monthly parking passes; they are the same price and students can avoid lines
- Shortage of parking and it sucks
- To be brought to board

Compass Card

- Can you opt out? No.
- UPass agreement – all or nothing

Instructor's slides are confusing

- Meghan asked if they have tried talking to the instructor.
  - o Student said they were waiting for set rep meeting
  - o Meghan suggests talking to the instructor or the program head

Are there talent shows?

- Yes, In the pub – open mic
- Marketing will be hosting one and will invite via facebook
- Meghan wants more events for BCIT by school of business so a talent show might be an option.

Students think they should be exempt from Economics introduction course?

- How to be exempt? Or make it relevant?
- BBA level course. Not exempt unless from another institution – ask program head

Complaints about another students body odor

- Talk to Robyn about it

AV Club, students do not want to leave student card as collateral?

- Ask whether there is another form of collateral as students need their student ID's for transit etc.

6:30PM      1.6 : Next Meeting: Tuesday, November 24th @ 5:30pm

6:30PM      1.7: Meeting Adjournment

### **Upcoming Meetings:**

Tuesday, November 24th @ 5:30pm

(Nothing in December - Final Exams)

Tuesday, January 26th @ 5:30pm

Tuesday, February 23rd @ 5:30pm

Tuesday, March 29th @ 5:30pm

Tuesday, April 26th @ 5:30pm

Tuesday, May 17th @ 5:30pm