



School of Health Sciences Set Rep Meeting Agenda

Monday, October 24th, 2016 5:30-7:30pm

Chair: Kayla Di Bauda, Chair of Health Sciences

Meeting Minutes: Mirranda Cross, Student Development Coordinator

Set Reps in Attendance:

Xavier	Yee	Vivian	Li
Anita	Shen	Paaksum	Wong
Stefanie	Pletscher	Tara	Chi
Candy	Tran	Sahand	Salimzadeh
Sukhmani	Dhaliwal	Iwalola	Badewa
Maryam	Baghalha	Leah	Campbell
Micheal	Ungerer	Rachel	Rudolf
Natalia	Sinitcyna	Amber	Bacic
Hedy	Wong	Jasmine	King
Elaine	Leong	Derek	Lee
Chelsea	Maskos	Spencer	Kaspick
Sakina	Ramzan	Pooja	Kumar
Lauren	Fougner	Charlotte	Heffelfinger
Alvin	Wong	Rishikesh	Biswas
Kashish	Doshi	Geoff	Patterson

1.1 Call to Order

Meeting called to order at 5:41

1.2 Professional Development

1.2.1 BCIT Policies & Procedures: Danielle Landeta- Gauthier

Kayla introduces Danielle, Advocate. Danielle introduces herself and her role with the Student Association as the Advocate. The Advocates provide confidential, non-biased information about BCIT such as if you have a conflict with an instructor or another

student and they use BCIT policies and procedures to help get students back on track.

The four main policies relevant to BCIT students:

Student Evaluations – Policy # 5103: Final Exams and Evaluations

- Final Exams cannot be more than 50% of overall grade
- Subjective assessments allowed but needs to be explained in course outline and how these components are comprised and how you will be graded. If your practicum does not have criteria go see the advocate.
- If there is a student performance deficiency then a student report is written and students will need to meet with instructor and program head to discuss performance. Students have the right to have an Advocate with them to ensure they are being treated fairly. When students are asked to sign a student report, it does not mean that you are agreeing to the content of the report just acknowledging that the meeting happened. Students will have an opportunity to provide their perspective/feedback of the Student Report.

Course Outlines – Policy #5403

- Every course needs a course outline, if you do not get one then come see the Advocates. The outline should be up to date and reflective of what you are learning. Course outlines can be a hard copy or available online.
- Can changes be made? Yes, but there are some portions that cannot be changed (percentage), dates can change and as long as outcomes are the same as start.

Procedure: Academic Process :#5104 – P1: Grade appeals, plagiarism, academic misconduct

- Process for appealing grade:
 - o Right to appeal grade if you feel you were graded unfairly
 - o Informal: Talk to your instructor first and ask them to re-grade &/or re-calculate it
 - o E-mail instructor and outline your understanding of the meeting

- Formal: Request for re-assessment
- Fill out form, SW1 pay \$26 – get someone else to re-grade, subject same but not the same instructor. After reassessing the grade, a recommendation will be made to Associate Dean and then they will make a decision.
- Time limits to appeal:
 - 20 business days from the final grade posting date or 5 business days after the start of the next term; not recommended to wait this long.
 - If you have a grade you want to reassessed, do not wait until the end of the semester, the sooner the better. Unless you have an extenuating circumstance then there might be a reason dates might change, must be outside your control. Need to seek extension from Associate Dean.

Q: \$26 might be a barrier for students

A: Yes, it is a barrier that's meant to discourage everyone from submitting for a reassessment – the \$26 is refunded if the grade does go up.

Procedure: 5102-PR1: Code of Conduct (Non Academic)

- Instructor can ask you to leave the classroom for the remainder of the class but they do not have the right to refuse you into the class indefinitely.
- Instructors can file incident report if they consider class safety an issue; student could then be removed from class pending investigation by Safety & Security Emergency Management.
- Only the President (or her designates) have the ability to suspend students.

1.3 Guest speakers

1.3.1 BCITSA Health and Wellness Coordinator: Hannah Bielert

Hannah is the Health and Wellness Coordinator; the Health and Wellness role is new and provides events and campaigns and programs related to Health and Wellness such as:

- Student Breakfast Club
- Art Therapy
- Massages
- Doggy De-Stress
- Fresh Produce – Spud
- Health & Wellness page on website
- Wellness week, end of November

Q: When is the Nap Room available?

A: Everyday except Wednesday

1.3.2 BCITSA Vice President of Student Affairs: Dominic Terrado

The VP of Student Affairs works closely with the Advocates; and the goal is to promote Advocacy roles as many students do not know what they do. Set Reps should use the open dialogue to advertise the role of the Advocates.

1.3.3 BCITSA Vice President of External Affairs: Saf Dewji

The VP External Affairs role entails UPass, government affairs, student fees. The VP External goals are to re-design the sleeping pods and to increase efficacy of water fountains on campus.

Q: What is the status of the PTS UPass petition?

A: Currently getting more petition signups

Q: There is no food on campus during the summer, what can you do to help?

A: The food on campus is a BCIT issue

1.3.4 BCITSA President of Student Association: Matthew May

Matthew introduces himself and excited to see so many students; reiterates the importance of Set Rep role. The presidents objectives are increase student

leadership and involvement at BCIT, Campus planning at BBY and DTC: food, housing and what students want and finally PTS Students and Satellite and how to provide more services to these students.

Q: How to get more buses on Wednesday?

A: Saf to bring to Translink Board

Q: Non-smoking areas on campus are not non-smoking

A: ATC has a big problem with smoking and BCIT is currently educating students on not smoking – conscious that it is an addiction and support.

1.3.5 BCITSA Career Specialist, School of Health Sciences: Alexandra Gunn
Career Specialists jobs are to help you get a job. Alexandra asked for feedback on assertiveness training on December 16th – Students said NO, January is a better time.

Q: Are there only Career Workshops?

A: No, 1-1 appointments available through office hours

1.3.6 BCIT Associate Dean: Lisa

There will always have an associate dean at meetings and any open forum is heard by faculty. Student can bring any issues to her as well.

1.4 New Business

1.4.1 Inter-Professionalism Activity: Connie Evans

Connie is a faculty member and her role is about being strategic, getting schools more involved. Learning in spaces that should be welcoming and collaborative.

- Egg drop exercise: Take care of a patient (egg) for 5 minutes to demonstrate
 - o Interpersonal communication
 - o Role clarification
 - o Collaborative
 - o Leadership
 - o Team function
 - o Conflict resolution
 - o Patient care

- Health Talks Conference – Quality Forum Student Health Talks: What are you hopes for healthcare?
Due by mid-November

- Want to making a difference, join one of these committees :
 - o SoHS – Interpersonal Development Committee
 - o Interprofessional Education
 - o Learning Technologies Team
 - o Marketing Advisory Committee

1.4.2 SOHS Power Hours – November 8th

Speakers to come in to talk about Health Care – Community Engagement Coordinator. On January 23, Brett – Microbiologist at UBC who helped decode SARS and wrote the book “Let them eat dirt” will be coming to discuss microbes & human health.

Students take time to brainstorm ideas for future Power Hours:

- Occupational health and safety for nurses: how to support them more
- Medical health officer
- Public Health Nurse
- Flu Shots

- Union representatives
- Career Specialist and HR
- Student Engaged: TedTalk for students to present about their research
- Leadership
- Feedback
- BCIT Hot spots: clinical sites / out of town placements

1.4.2 Inter-Professionalism in SOHS

Kayla had a discussion with the SRs regarding IPC initiatives in SOHS. Students were asked if they would rather have a conference or case round night. Students agreed that they wanted an evening with an inter-disciplinary case study. The case study should be broad and reach out to many disciplines in SOHS. They felt it was important for the scenario to facilitate an understanding into how other health care professionals prioritize and work together as a team in stressful situations. Kayla will meet with Connie & a few SRs to brainstorm ideas for this event.

1.4.4 SWAT: Student Wellness Ambassador Team

The BCIT Student Association is recruiting student volunteers as part of a new outreach initiative, SWAT (Student Wellness Ambassador Team). Our mission is to work effectively in student outreach teams to help raise awareness about wellness issues and promote resources on campus. The time commitment is approximately 2-3 hours per month and involves participating in committee meetings and attending wellness events monthly. Kayla will send document outlining roles and expectations of SWAT members tonight.

1.5 Old Business

1.5.1 Set Rep Training Feedback

No questions regarding set-rep training.

1.5.2 Final Exam Scheduling working with Associate Dean now

BCIT timetabling will have the final draft of the exam schedule available on November 14th. Students should receive minimum 2 weeks notice for exam schedule.

1.6 Open Forum

1.6.1 Smoking Areas – Kayla to sit down with ATC Chair and with Matthew to try and bring that at BBY Campus.

1.6.2 Safe Walk provided at end of meetings.

1.7 Next Meeting

November 21st, 2016 @ 5:30-7:30pm: Council Chambers

1.8 Meeting Adjournment at 7:25pm