

BCITSA TCE Set Rep Meeting Agenda

1. Welcome, Introductions, House Rules

1. Instructions (Interim Chair – Mina Ariana)
2. Staff Introductions (Administrative Coordinator – Crystal Man) and Advocacy Department (Danielle Landeta-Gauthier, Gurleen Mann) (all 3 to tell a bit more about themselves and services they provide)
3. HOUSE RULES:
 1. Set reps please mute yourself when not talking,
 2. You are encouraged to talk about any issues during Open Forum, please use the raise hand function on MS Teams and I will call your names to give you a chance to speak.
 3. Use the chat only if needed (we will not have opportunity to check it constantly unfortunately)
 4. Minute-taker will help keep track of our conversation
 5. If you have specific issues, please email me (the Chair) privately
4. Set Rep introductions is Next!

2. Set Rep Introductions

1. Name, program, classes, interesting fact?

3. What is BCITSA?

1. Brief intro.

4. What is Advocacy?

1. Brief intro by Mina.
2. Danielle or Gurleen to explain more.

5. Why You are Here

1. The Set Reps main responsibilities and expectations
2. Distinguished Set Rep Award

6. Open Forum

1. Set Rep updates, questions, or concerns
2. Topics you would like to discuss this year/next meeting (we will pass the minutes to the Permanent TCE Chair); what would be helpful to you to learn
3. Any other topics we didn't cover? You can always email me or my successor at chairtransportation@bcitsa.ca

7. Summary & Reminders

1. Summary
2. Next meeting will be with the permanent chair once that role has been filled (TBD)

8. Meeting Adjournment

1. Thank you!

**TCE Set Rep Meeting
November 5th, 2020
Minutes**

- Chair:** Mina Ariana – Chair, Transportation, Construction, and the Environment
- Staff:** Danielle Landeta-Gauthier
Crystal Man
Gurleen Mann
- Set Reps:** Abbie Charlton, Adam Gill, Alix Casey, Attar, Cody Pallin, Brad Yuen, Carl Yan, Connor Hayden, Dan Lewis, Danielle, Derek Swanson, Evan Earp-Jones, Gordon Dyck, Graham, Hannah, Jose Posada, Kate Viger, Kyasha, Laurence (GIST, Set C), Liam Lauren, Martina, Megan, Nic Beaulieu, Rajdeep Gill, Robert Chamberland, Shelby Yaky, Sian Cornwell, Sophia MacInnes, Sung Hoon Joo, Syeda Khadeeja, Tanner Sherman, Terri, Trevor Thirsk

1.1 Meeting Called to Order

The Chair, Mina Ariana, calls the meeting to order at 17:30.

1.2 Welcome and Introductions

- The Chair and staff introduce themselves and their roles.
- The set reps introduce themselves and share their program, how many classes they are taking this term, and an interesting fact.

1.3 What is BCITSA?

- The Chair explains the difference between BCIT and BCITSA and goes over the services that we provide.

1.4 What is Advocacy?

- The Chair explains the role of the Advocacy department and what they do for students.
- Gurleen and Danielle elaborate and emphasize that set reps can refer students to Advocacy and do not need to take on other students' issues themselves as everyone is busy.

1.5 Why are you here?

- The Chair thanks the set reps for stepping up and explains that set reps are responsible for being the voice of their sets.

1.6 Open Forum

- Is student input being considered for a new collaboration/learning system/platform, such as Slack or Discord?
 - Mina will check with the Executive board.

- What happened to the emails that were sent to Rebekah before she resigned?
 - Mina has access to email history that were sent to Rebekah.
 - If you were waiting on a reply for an issue, please resend your email and Mina will try to address it as soon as possible

- Students in the interior design bachelors' program did not receive clear information about reduced tuition but heard from previous year that this occurred. The Set Rep spoke to Advocacy about this and wanted to raise the issue during this meeting.
 - Gurleen contacted the associate dean and confirmed that it was a glitch the previous year. Students who received this tuition payback last year by mistake will need to pay it back, and BCIT is working on it.

- Will there be a tuition fee reduction due to the reduction in building usage from programs moving online?
 - We have received this question a lot.
 - BCIT's rationale is that there are students on campus who use the buildings. There is no plan for any fee reduction.
 - The BCITSA building fee is different and is for a future student building that is currently in the process of being constructed.

- Why are there still U-Pass charges even though students are learning at home? Why can they not opt out?
 - U-Pass is a collaborative program between BCIT, BCITSA, and Translink.
 - TransLink's requirement is for it to be an all-or-nothing model. Either all students have to pay into it, or no students will receive it.
 - Students who drive and do not take transit still have to pay for it.
 - A collaborative decision was made between all post secondary institutions in the lower mainland who use the U-Pass to suspend the U-Pass during the summer months.
 - Some students who are still working wanted to get the U-Pass back.
 - In the fall, through consultations with other students and post secondary institutions, it was decided that it would be more advantageous to bring the program back to allow students to use the U-Pass for their daily activities without having to pay the regular price.
 - Students who are residing outside the Lower Mainland and are in programs that are fully online can get a refund, but students in the Lower Mainland will have to pay for the U-Pass regardless if their programs are online.

- Students in the interior design program are experiencing disconnection and lack of collaborative space due to classes moving online. The Set Reps spoke to the program

head about a Set Rep-managed Zoom license for collaboration, but nothing came from it.

- Gurleen recommends following up with the program head to see if it is necessary, as it is something that would require funding.
- If they do not respond to follow up, Set Reps can reach out to Advocacy to get communication moving.
- How can students from outside the Lower Mainland get a U-Pass refund?
 - The refund application link is available on the BCITSA website and posted in the meeting chat.
 - Students have to provide proof of address.
- Students have not been able to work collaboratively together for group projects. Instructors have told students to do so but no method has been shared. Does BCIT have any tools to do so?
 - Try emailing instructor to ask.
 - Advocacy can look into this. If it is an expectation that instructors do so, there is a disconnect here.
 - There is a function on D2L that could possibly be used for this purpose. Check with instructor if this can be used.
 - One of the Set Reps can help with setting up a Discord server. Several Set Reps report that they have a Discord in their sets, and it is a great communication tool.
- Many programs that are deemed eligible for the u-pass really aren't. For example, civil engineering only has two optional labs for the year, but the whole program is considered blended because of this.
 - Please contact Stewart McGillivray for more information. He has been gathering info about blended programs that are functionally really not blended and is trying to work with BCIT to try to close that gap.
 - The more data we have on students in this situation, the more we can make the case to BCIT for these program designations to be changed.
- Is it possible to get an exemption for the U-Pass for students living in the lower mainland with immunocompromised parents?
 - Unfortunately, this falls under TransLink's all or nothing model.
 - For example, either all part-time students are eligible for the U-Pass or none of them. In a situation where a part-time studies student is taking enough courses, but no designation so unfortunately is not eligible for the U-Pass
 - The question is what is causing the greatest good? Most students benefit from having the U-Pass, while there is a small percentage where it doesn't work for them.
 - That is true, there was a recent referendum where most students voted for keeping the U-Pass.

1.7 Reminders

1.7.1 Next meeting date TBD, on Microsoft Teams

1.8 Meeting Adjournment

The meeting was adjourned at 18:37.