

BCITSA School of Energy Set Rep Meeting #2 Agenda

1. Career Specialist Introduction

- a. Presentation with Kim Kavanagh
- b. Q&A

2. Winter semester networking event

- a. Description: Between February and April, teams will earn points by completing a set of challenges. Each challenge will last one week, giving your team plenty of opportunities to complete it on your own schedule. Team with the most points at the end of these challenges will be awarded bragging rights and prizes.

- b. Main Goal:

Give students a fun opportunity to interact and build relationships with their classmates, specifically 1st year students who may not get the opportunity to get to know their peers.

- c. Proposed timeline:

Launch Activity - People Bingo	Wednesday, February 10, 2021
First Activity - Tik Tok Dance Off	Wednesday, February 24, 2021
Second Activity - Photo Share/Hunt	Wednesday, March 10, 2021
Third Activity - Easter Egg Decoration	Wednesday, March 24, 2021
Fourth Activity - Trivia	Wednesday, April 7, 2021
Fifth Activity - Virtual Scavenger Hunt	Wednesday, April 14, 2021
Grand Finale - Celebration Event	Wednesday, April 28, 2021

- d. Feedback

3. Discussion

- a. Communication issues with instructors
- b. Instructors modifying course outline/weighting
- c. International student access to online services

4. Open Forum

5. Reminders

- a. Next meeting (TBD)

School of Energy Set Rep Meeting
November 25, 2020
Minutes

- Chair:** Sungwoo Kim, Chair, School of Energy
- Staff:** Crystal Man, Administrative Coordinator
Gurleen Mann, Advocate
Kim Kavanagh, Career Specialist
- Set Reps:** Aileen Maynard, Alex de Castro, Alex Guerra, Brent Eaton, David Britskey, Daeyun Park, Evan De Souza, Garshasb Khodayari, Josh Stiller, Karl Luther-Montero, Laurel Kinahan, Nathan Leithner, Nikita Markelov, Paul Widz, Rehatbir Dhingra, Rydhum Mann, Shayan Tanba, Thomas Tang, Tyler Greenwood, Vincent van Aert

Meeting Called to Order

The Chair, Sungwoo, calls the meeting to order at 2:32 pm.

1. Career Specialist Introduction

- Sungwoo introduces Kim Kavanagh, School of Energy Career Specialist.
- Kim presents on BCITSA Career Services.

Discussion:

- Should first years start looking for jobs, preparing their resumes, etc.?
 - Yes, you should start early. Students who get a summer job sometimes end up getting a permanent job with the company, and they may even help cover tuition costs.
 - Employers are looking to start their talent pipeline early, when students are still in school.
- How can students get help with their resumes?
 - The best way to do so is to book an office hours appointment with Kim and upload your resume in advance.
 - Her schedule is flexible so you can request a time that works best for you.
 - You can also contact Kim by email, and she can usually look at your resume and reply within a day.
- Can students apply to jobs through the Career Services website?
 - You can find jobs posted on Career Track, and the postings will contain information about how to apply.
 - Most jobs ask you to apply directly through their website or email, so pay attention to their instructions.

- Career Track is more of a job board, rather than a place where students can post their resumes for employers.
- Kim would recommend that you apply directly through the employers' websites, rather than through job sites like Indeed.
- Would you recommend making a LinkedIn resume, or using a PDF/Word resume?
 - Kim would recommend the "classic" PDF resume, or follow the format requested by the employer.
 - You can often find opportunities on LinkedIn, but your resume and cover letter should be simple and follow the standard format.
- Now that we have shifted online, what are employers looking for from students?
 - Depending on the role, you may start an opportunity and be onboarded remotely.
 - For other positions, you will go into the office or worksite in person.
 - Employers are looking for people who have adapted well, are able to use these new online tools (Zoom, Teams, etc.) comfortably to build relationships, and can be self-directed. Career specialists have seen interview questions along these lines.
 - Candidate-wise, fundamentally things have not changed, and employers are still looking for the same skills for the job.
- Are there any major differences between employers on E-Jobs and Career Track?
 - Not really, it just depends on what the employers are posting.
 - The E-Jobs portal is also used for co-op.
 - It's good to set up alerts for both boards, so you are notified about postings on both.
- Are there companies that post specifically on BCIT job boards and not Indeed, etc.?
 - Yes, there are employers who do this, often BCIT alumni who know the quality of education here.
- If there is a company that you want to work for, but they don't have any postings available, how can you connect with them?
 - LinkedIn can help you make professional connections. You can start simply by following the company's page to see what is happening and be informed of any job postings.
 - Then, you can try looking for someone in the same field working there and especially if they are BCIT alumni. You can send them a direct message to ask them a few questions to get out there and make that introduction.
 - Kim would recommend making the connection more personal by connecting it to your own background. People are generally good about responding to these types of messages over generic ones.
 - The BCITSA also has a mentorship program, which may be helpful for students starting out as the mentor can support you and may help share their network.

- Come to career events where the employer is present, such as the upcoming career fair, to make a connection with .
- What is the best way for students to connect with Kim?
 - Create a profile on Career Track to register for events and workshops, and to book a one-on-one appointment with Kim so that she can understand your specific situation better.
 - Feel free to email Kim if there isn't an appointment time available that works for you.

2. **Winter Semester Networking Event**

- The idea is for teams of approximately four students to complete challenges for points, and the top three teams will win gift cards.

Discussion:

- Like the idea of bringing people together as newer students may not know each other. TikTok isn't for me personally, but others may enjoy it.
- This idea personally makes me anxious; I would prefer not to participate. I am more comfortable with in-person interactions than recorded competition activities. I also will be in a co-op work term January to August.
- A game of Among Us is a good idea to get people interacting with each other.
- Another idea is scribbl.io, a drawing guessing game.
- Some people have a gap term.
- Doing the games is a good icebreaker idea but doesn't really build the connections I think you're looking for.
- A design competition might be interesting for School of Energy students, since it would be educational as well.
 - We would have to be mindful about exam season, to avoid putting too much work on students.
- Prizes are not necessary.
 - I agree.
 - Maybe something for bragging rights?
 - I like prizes.

- The Google Foo Bar Challenge is a hidden message that shows up for people who do a lot of googling about coding. It gives you a series of coding questions, and people who do well can even get recruited by Google.
- I would find it easier if the events happened mostly during meetings like this and not spread over a week.
- I really liked everything you got so far. I don't need any change. Everything that people are suggesting is cool, however it seems like a ton of work that I do not have time for with a very busy schedule.
 - Three other set reps also agree, and that currently suggested activities can be done in one meeting with your group members, but having it spread out over a week or two gives your team time to coordinate together.
- How about using AutoCAD for the Easter egg decoration activity?
 - Like the idea of passing around an inventor file to present for judging.
- Do people think that they would have time to do a design/project-based activity?
 - It seems like a capstone project, which some students are doing for school already.
 - It would be a bigger commitment than the suggested activities.
- I think the current ideas are good because they are short and sweet, however some should be modified because people are not comfortable with them or they aren't the best teambuilding activities.
- How about we teach people something from our discipline? Small group, short presentation of what you're learning about.
- Sungwoo will take these ideas and come up with a modification to his plan.

3. Discussion

- Sungwoo highlighted the following issues that he is working on:
 - Communication issues with instructors
 - Instructors modifying course outline/weighting
 - International student access to online services
 - Mental health

4. Open Forum

- Set Reps did not have any additional questions or comments.

5. Reminders

- a. Next Meeting: TBD on Microsoft Teams**

6. Meeting Adjournment

The meeting was adjourned at 3:30 pm.