

## DTC Set Rep Meeting

December 3, 2020 – 5:30pm to 6:30pm

Attendance – 16 Set-Reps, 1 Executive, 2 BCITSA Staff (Advocacy Manager and SSC)

### Set Rep Attendance

- **DTC Chair**
  - Clinton Fernandes
- **Set Reps**
  - Ryan Leung, Jasleen Lodhra, Martin Peng, Benjamin Lui, Don Li, Jessica Hong, Harry Jong Hwan Seo, Lily Li Ting Yang, Mahsa Taer, Maria Davis, Maryam, Thomas de Zwart, Nicholas Johnston, Blake Michalzik, Setareh, Nick Set 1F
- **BCITSA Staff**
  - Danielle Landeta-Gauthier (Advocacy Manager)
  - Philip Cheung (Student Services Coordinator)

### Bursaries

- Clinton: Bursaries information will be out soon, so apply if necessary and let your sets know. Once the details are available, Clinton will post to let everyone know.

### Open Forum

- **General**
  - Students are preparing for exams and their priority is studying at the moment.
- **Reading Break – Why does BCIT not have reading break?**
  - Clinton: There is normally one in February/March; Claire's (VP External) group is looking into possibly getting a reading break for the Winter term.
- **Proctorio – Will students be using it for next term?**
  - Clinton: Not 100% sure. Supposedly the license won't be renewed for January 2021, so Clinton suspects students won't be using it anymore. Some exams this December might or might not use it. Clinton spoke with Mike Starkey and if students don't like it for this term, please bring it up with Clinton so he can address it with Mike ASAP.
    - A CST student studying in Korea usually does not get recognized during the online classes and when classes are active during Pacific Standard Time, it is night-time in Korea. The student is worried Proctorio might cause issues for the December tests.
      - If the student has continued issues or concerns, bring it up with Clinton ASAP so he can address it faster.
- **Instructor Feedback**
  - Instructor survey feedback for a CST class: Normally the survey/feedback is open until the end of the term (December 11/12). However, for one class it ended on November 28<sup>th</sup>. The set rep emailed the program head to represent the set and asked why this is

the case and the program head responded saying the instructor can end it early, however he was supposed to notify the students and he didn't.

- Danielle: She has never heard of this before where the instructor stopped feedback early. The next course of action may need to be going to the associate dean depending on what the program head can do.
  - Danielle is available to connect with this student to come up with communication methods on reaching up the hierarchy.
    - Instructor evaluation details are built into their collective bargaining agreement.
    - If this is a full-time program, instructors can choose which class to do the evaluation.
  - Another suggestion is to bring this up with the department.
- **Pronoun Usage**
    - An instructor has been using *male* pronouns in his lecture videos, is there a way we can provide instructors in general with feedback on possibly using different pronouns?
      - Clinton: Last term Clinton put this into review, and he feels it is important to bring this issue up and wants all genders represented equally and fairly. His suggestion is to provide this feedback in the instructor evaluation.
      - Other set rep suggestion: The set rep could try and have a friendly discussion with the instructor about representation.
  - **Mike Starkey (Program Head) feedback from Oct 29<sup>th</sup> Set Rep Meeting – Updates?**
    - Clinton hasn't heard anything yet, but he will follow up with Mike and update everyone.
      - Update requests:
        - Equipment, technology, and training for instructors provided by BCIT
        - Any way for instructors to not use Bongo and use Zoom instead?
        - Updates on helping instructors complete marking quicker
  - **Student Fees – Any way to decrease this?**
    - Set reps feel paying full rates doesn't make sense with everything being online. This includes building fees, rec fees, etc. If those facilities are not being used, why are students paying full price?
      - Clinton: This has been brought up at Executive and Council meetings and unfortunately not much can be done. It is important however to hear this feedback from students and Clinton encourages this to continue so there is a record of student needs. He will share this with Mike Starkey.
      - Why is this not possible?
        - Danielle: Every post-secondary institution has the same feedback from students. If one institution lowers tuition/student fees, then it sets a precedent for all post-secondary institutions to do the same. No school (UBC, SFU, Capilano, etc.) is willing to lower their fees, so BCIT also cannot.

- Actionable steps: Speak to Hunter Sones (BCITSA President) and he can discuss with Lisa Collins (VP Students) of BCIT. Realistically hard as other schools won't do the same.
      - Contact Stewart McGillivray (Government Relations Strategist, BCITSA) to see what can be done in terms of contacting government officials.
  - U-Pass rates
    - Clinton: Nothing has changed but Clinton will provide the link for students to read about exemptions and eligibility to have the U-Pass fee waived.
    - Claire can try to make exemptions for students in tough budget situations and Clinton can connect the student to Claire if they need assistance.
      - The eligibility and exemptions are based on a contract made with Translink.
- **Class time & Lab time**
  - There is almost no distinction between class time and lab time. Classes seem to be all lecture/lecture material. Math class is very good.
    - Clinton: Reach out to Donna to voice feedback and concerns. Let Donna know what's great about math class and how other classes can use the math class structure as a reference.
      - Targeting one class/instructor is not productive, going for a more top-down direction and sharing the feedback will better improve other classes.
- **Feedback Form/Survey for Online Learning/Online teaching experience?**
  - Danielle: The Advocacy team has created a survey and it will go out in the newsletter on the 10<sup>th</sup> of December and will remain available for the entire winter break. The goal is to hear from students about their experiences on how instructors are delivering their content and how their online learning experience has been.
    - Once survey results are in, Danielle will break down the information, look for themes, and she will connect with Kathy Siedlaczek (Dean of Academic Planning & Quality Assurance) and James Rout (Associate Vice President for Education Support and Innovation) to discuss concerns about instructional delivery, technology, curriculum issues, and anything that is affecting students' learning.
    - Set-Reps can connect with Danielle earlier if they want to share their feedback earlier.
- **Marking**
  - It is okay to voice feedback/concern on instructor's not providing timely feedback/marking.
  - Danielle: If instructors do not provide students with feedback, that is a policy violation. Students can reach out to instructors for feedback. If instructors do not respond, then

the next step would be to reach out to the Program Head and the Associate Dean if no action is completed.

- A grade is considered formal feedback as it informs students where their progress is for the course. Feedback can be written, verbal, by email, and various other ways
- <https://www.bcit.ca/files/pdf/policies/5103.pdf> (page 5)

- **Do professors have to follow certain guidelines for teaching?**

- For an Algorithm class, the professor goes through slides, puts students into breakout rooms for an hour to code, then he will grade them when they're finished. The set rep does not feel this method is effective.
- Danielle: Instructors are given *Academic Freedom*: the ability to teach however they would like. As long as instructors are teaching students to reach an "outcome", it is okay for them to use whatever method they prefer.
  - Instructors for the most part want to help, Danielle has heard this in many meetings throughout her time here. Often the problem is that students are not reaching out to instructors to know their issues/problems.
    - Example: School of Computing and Academic Studies, there is an instructor that had a horrible reputation for not helping students. However, this instructor has recently shown lots of improvement once students have gone to them for help and clarity.
      - This instructor made it clear that as long as students voice their concerns, the instructor will do what it takes to make sure students do well.
    - If students find a professor that genuinely does not what to help, then the next step would be bringing it up to someone higher up the chain.
  - If students need help with communication methods, soft skills, or anything related to reaching out to instructors, Danielle and Clinton are available to help.

- **Next Set Rep Meeting: January**

- Clinton will reach out to the previous DTC Chair (Dawson) to get his insight on what industry is like after graduation. He will also reach out to Justin (Previous BCITSA President) as well since he was a CST student.
- Other guest requests: Cloud engineer/developer if possible