

**School of Business + Media Set Rep Meeting
November 16th, 2021
Minutes**

- Chair:** Bobby Davidson – Chair, School of Business + Media
- Staff:** Gurleen Mann – Wellness Advocate
Gillian Goulding – Wellness Advocate
Katherine Harris – Career Services Coordinator
- Set Reps:**
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| Andrew Beckett | Nursultan Iusupov |
| Paolo Maceda | Tiah Tarumoto |
| Dawn Lim | Parker Sirijaratwong |
| Ryo Nakagawa | Simran Narwal |
| Jordan Prentice | Jake Cantlon |
| Emily Lee | |
- Guests:** Mia Bui – International Councillor
Tanya Fuchs – VP Student Experience

1.1 Meeting Called to Order

The Chair, Bobby, calls the meeting to order at 5:38 PM.

1.2 Welcome and Introductions

- Bobby introduces himself, his co-chair Sarah, and SA staff.
- Two guest speakers:
 - Mia, International Councillor, promotes the Across the Nations campaign alongside the Link Magazine and BCITSA. This is a campaign to increase awareness of the ethnicities and diversity of BCIT students. Bobby will be sending the link for the campaign following the meeting.
 - Tanya, VP Student Experience, checks in with Set Reps to see if anyone has any questions about completing a degree following a diploma program. Her door is always open, and she is here to support all students.

1.3 Land Acknowledgement

- The chair acknowledges the land that we are currently on and encourages Set Reps to find out more about reconciliation initiatives.

1.4 Why You Are Here

- To learn about the Set Rep program, the various services at BCITSA, and to help your set mates.

- Bobby's role is to represent Set Reps at Council meetings and to bring forward opinions and concerns to other student Executives.
- Special thanks to everyone who is serving as a Set Rep, dedicating their time, and stepping up to the plate as a student leader.
- If anyone here is not registered as a Set Rep, please contact Crystal or Bobby.
- Please reach out to Bobby if you have any questions or would like to connect at any point in time.

1.5 Set Rep Discussion

- What is your set culture? What is the general attitude for each set?
 - Bobby encourages set reps to facilitate more communication, so all students feel supported and connected with each other in their set.
 - Set Reps are in a unique position where they can initiate that connection within their set and act as the leader to represent their voices and concerns. This is especially true for students who may be disconnected within a set or more isolated.
 - Set Reps find that communication is mostly based on helping each other on assignments, going to Habitat after class, bouncing ideas off one another, and messaging on WhatsApp or Discord. Having a strong and active set culture can be a good source of advice and support for students.
- What has been your experience so far as a Set Rep?
 - Some students volunteered to be Set Reps as others in their set were not interested. Found that it has been a good opportunity to build their leadership skills and to get to know others in their set.
 - Found there was more direction for the Set Rep program last year, but this year has been a bit more uneventful.
- What BCITSA services have you engaged with?
 - Some students were not aware of the various services offered through BCITSA. Know a bit about the Student Association through classroom presentations or participating in other programs such as mentorship or headshots.
 - Katherine shares information about Career Services and future Professional Headshot Day. To sign up for any event for Career Services, students need to sign up on Career Track (very easy!). Bobby to send out Katherine's contact information after the meeting.
- Have you had any engagement with any Student Executives or Councillors?
 - Some Set Reps have and find them easy to talk to and very helpful.
 - Contact list is available to reach out to any of them.

1.6 Program Discussion

- How have your instructors been connecting with your set?

- Instructor communications are mostly through the Learning Hub and emails. Some instructors prefer more informal communication such as WhatsApp.
- Instructors tend to respond within a reasonable time frame (24-48 hrs) and students are aware of instructors' schedules.
- Any situations regarding your program or set mates?
 - One Set Rep had a situation where 75% of the class was kicked out of the lab for not completing a small assignment before class. A lot of Set Reps find this frustrating as they are adult learners and paying to be taught a course.
 - Gurleen and Gillian give advice on how to approach an instructor professionally and have a conversation to prevent these situations happening in the future. Discussion on instructors having a bad day and how to reach out to instructors to provide feedback on these types of situations.
- Assignment extensions:
 - Students are finding that instructors are not open to extending deadlines. Instructors and program heads should be more compassionate and understanding about deadlines since transitioning to in-person and the stress of the pandemic.
 - Gurleen and Gillian comment on how BCIT's policies on COVID are quite vague and that students can come to Advocacy to learn about how to navigate this with their instructors and program heads.
- Instructors' COVID expectations:
 - Students find that COVID policies and expectations around masks vary per instructor. Some instructors are threatening to kick students out of class if they take a sip of water or eat food. Is it appropriate for instructors to do this?
 - Gurleen recommends emailing the program head and talking about feeling uncomfortable with these issues. Students can also send these comments anonymously. Gurleen to send information to Bobby regarding policies around COVID and eating and drinking in class.
 - Gillian mentions that feedback is always important so that changes can be made. If instructors do not know that students are upset, they will not change or know there is an issue.
 - Bobby is here for support as well, wants to gather these issues and bring forward to other student Executives to make change.
 - Overall, students are frustrated with the lack of consistency between instructors and COVID policies.
- How did midterms go?

- Students found some midterms were inconsistent of what was taught in the lab and brought their concerns forward to the instructor. Instructor insisted it was fair because they did a walk through.
- Students finding miscommunication between instructors and a delay on responses to their questions to instructors.
- Set Reps agree that there should be more resources available now as there were more resources when their studies were online. There is some frustration with quality of teaching and supporting materials to help them study and achieve good grades.
- Gurleen mentions that they can communicate with the instructor directly for their learning needs or reach out to the program head. If enough students speak up and raise their concerns, then changes can be made. Writing in effective feedback for the instructor can help changes to be made for future students that will face similar problems. Advocacy can help with these issues.

1.7 Open Forum

- Transition to in-person classes:
 - Students finding there is a lack of support from their instructors and that there were more resources when they studied virtually.
 - Students were able to do open book exams which helped significantly
 - The transition to in-person has been difficult for everyone and most students have found that their grades have dropped up to 20%.
- Discord as a server for the school:
 - Bobby working to create a Discord server for all students to connect with each other and to use it as a communication hub.
 - Set Reps think this would be a good idea as Discord is a great platform that allows a lot of channels and offers different types of communication tools such as voice channels.
 - Most students are familiar with the platform and find it better to use compared to Slack.
- Finals
 - Frustration that some programs have finals every day for one week when they could be spread out throughout December.
 - Students would prefer this so they would have more time to study and prepare for all their exams.
 - Gurleen mentioned to reach out to instructors and ask why it is organized this way. If enough students raise concerns, things could change.

1.8 Reminders

- Annual General Meeting: November 29th, 2021 at 5:30 PM.
- Bobby will send out an email to assess availability for the next Set Rep meeting.
- Executives have office hours available for booking. Feel free to reach out to Councillors as well.

- Advocacy is here for you, so please book an appointment if you have any issues.

1.9 Meeting Adjournment

The meeting was adjourned at 7:34 PM.