

**School of Transportation, Construction, and the Environment**  
**Set Rep Meeting Minutes**  
**February 3, 2022**

- Chair:** Liam Lauren – Chair of the School of Transportation, Construction, and the Environment
- Staff:** Gurleen Kaur Mann – Wellness Advocate  
Katherine Harris – Career Services Coordinator  
Stewart McGillivray – Government Relations Strategist
- Set Reps:**
- |                  |            |
|------------------|------------|
| Abbie            | Lara       |
| Alex Bateman     | Maven Sera |
| Caitey Gilchrist | Owen Rains |
| Carl Yan         | Psalm      |
| Bridget          | Queenie    |
| Katherine Weiher | Gunnar     |
| Lian             |            |

**1. Call to Order**

- The Chair, Liam, calls the meeting to order at 17:36.

**2. Acceptance of the Agenda**

- Liam discusses the flow of the agenda for the meeting.

**3. Welcome and Introductions**

**3.1.1. Chair of TCE Introduction**

- Liam introduces self as the Chair and what his responsibilities are to Set Reps.

**3.1.2. BCITSA Staff Introductions**

- Gurleen introduces self and role as Wellness Advocate.
- Stewart introduces self and role as Government Relations Strategist.
- Katherine introduces self and discusses career services and the career fair from the day before. Updates will be sent to Liam for any future career events.

**4. Spring Elections**

- Stewart discusses the BCITSA Elections.
- Nominations are open from Feb 14<sup>th</sup> – Feb 28<sup>th</sup>
- 12 positions available – President, 4 VPs, 7 Chairs

- Set reps are great candidates!
- Requirements are to be in at least 3 courses and have a GPA of 65%.
- Voting will most likely start on March 21<sup>st</sup> but may be later based on spring break. Voting will be open for 7 days.
- Everyone is eligible to vote!

## **5. Upcoming Events**

- IxL conference coming up at the end of February.
- How to transform obstacles into opportunities (Feb 22<sup>nd</sup>) and a panel discussion (Feb 23<sup>rd</sup>)
- Liam will send updates and registration link.

## **6. Open Forum/Discussion**

- Gurleen informs students that the Wellness and Advocacy department is splitting up based on schools. Please book appointments with Gurleen and not Gillian.
- Temperature in room 331 – Liam to look into how we can change that but might not be possible.
- Final exams cannot be more than 50% of your grade but can still be worth 50%. This is listed in policy 5103 on page 3.
- Gurleen suggests that as soon as you receive your grades to reach out to instructors right away to ask for the grade reassessment form.
- All full-time students are automatically enrolled in the Health and Dental plan. The on-campus dentist is good!

## **7. Reminders**

- Next meeting to be scheduled after spring break

## **8. Meeting Adjournment**

- Meeting adjourned at 17:50.