

**School of Business & Media Set Rep Meeting
November 10th, 2022
Minutes**

Chair: Joshua Luu

Staff: Minnu Bennichan
Giovanna Catussi

1.1 Meeting Called to Order

The Chair, Joshua Luu calls the meeting to order at 5.35 pm.

1.2 Welcome and Introductions

- The Chair started with introductions and requested set reps to update the objectives and points of discussion.
- Set Reps introduced themselves telling their respective programs.
- The Chair acknowledged set reps who joined the meeting through teams and asked them to introduce themselves as well.

1.3 Why You are Here

- The Chair asked set reps to bring up concerns, communication, and academic BCIT issues and explained the purpose of this meeting.

1.4 General Responsibilities and Expectations

- Set Rep from the Journalism Program shared that students in the Journalism program are in the process of getting their hoodies at Gear Up.
- Other Set Reps from different programs discussed the possibility of getting their hoodies as well. The Chair Joshua explained the procedure and how to approach Julia (Director of Retail Operations).
- Set Rep in the Marketing Program brought up an issue with an instructor and how they were able to communicate with their Program Head and shared that the set has been going well.
- Set Reps discussed the medium of communication that may be more effective to them, Set Rep from Journalism shared that they are using slack because it facilitates merging professional settings.
- Set Rep from Marketing shared that they use Facebook to communicate with other students and promote events.
- The Chair asked Set Reps about online learning experience. Set Rep who joined online reported some academic issues and stated that they are set are 'quiet.' The Chair asked

questions about recorded lectures, set rep clarified that recorded lectures are not full substitutes.

- Set Rep stated that in IT reported that they have difficulties understanding some instructors, but overall, the set has been going 'peaceful.' In terms of collaborating with other classmates and discussing assignments.
- Set Rep from Accounting Program shared that in their last semester, and it has been a positive experience working with teachers and students.
- Set Rep reported that it has been hard to get a hold of the ECON teacher, because he does not have office hours and it has been hard to approach them. The Chair clarified that some teachers have different office hours and asked the Set Rep if they tried emailing the teacher. The Set Rep stated that they tried contacting the instructor but did not get any response.
- Other Set Rep reported having the same experience several years ago. The Chair clarified the procedure when bring up a concern about an instructor to the Program Head, Associate Dean, and get support from the Advocacy Team in the SA.

Discussion:

- The Chair described his objectives and projects he has been working on:
- Survey to address Accessibility gaps.
- Mental Health dinner – an event to promote mental health resources such as BCIT Counselling and other resources in the lower mainland. The Chair explained that dinner will be paid, and he will be sending an email reminding the set reps of the event with more details.

1.5 General Responsibilities and Expectations

- Set Rep Training: The Chair clarified the set rep role by referring to the set rep training revised by the Advocacy Team at the SA with important information, how to communicate with instructors and other faculty members. The Chair reminded Set Reps the role of the SA with its services and resources.
- The Chair asked Set Reps for feedback on the set rep training.
- One of the set reps stated that he was satisfied with the content of the training and explanations about the policies, however, the meeting was a 'bit late' in the semester. The Chair explained that SA staff was going through a transition. Minnu also clarified that Chairs and Council members need to be trained before set reps but moving forward they will be trying to address that issue.
- Set Rep reported that there were not many options in terms of schedule to attend the training because it happened during a busy time by the midterms.

1.6 Open Forum

- The Chair asked set reps about issues in their programs.

- Set Rep reported that students are trying to 'settle in' and connect among themselves.

1.7 Reminders

The School of Computing & Academic Studies is looking for a student to assist in a project (more details will be sent by email).

Mental Health Dinner

1.8 Meeting Adjournment

The meeting was adjourned at 6.04 pm.