

1. Call to Order
2. Land Acknowledgement
3. Old Business
4. New Business
 - a. Introduction and Welcome
 - b. Set Culture Discussion
 - c. Chair Objectives
5. Open Forum
6. Reminders
 - a. Next Meeting:
7. Meeting Adjournment

Attendees

Simran Anand (Meeting Chair)	Samuel	Tiana (Meeting Minutes)
Robert Solis	Samuel Chu	Dawn Wong
Liz McDermid	Cindy Sin Yee	
Rohith Sudhar	Andrea Vargas	

Meeting Proceedings

Call to Order: The meeting was called to order at 4:16 pm by Simran.

Old Business: None

New Business:

Welcome and introduction in the teams meeting and understanding set rep culture.

Set Culture Discussion

Most set reps use WhatsApp and Discord as a communication channel. Through these channels weekly updates of homework and deadlines are shared to students.

There are concerns about instructors canceling a lab or if a lecture was not recorded. If this happens, set reps recommend that students go to another instructor to attend their lecture/labs. You can contact the instructor for a make up session or go over what the instructor missed. Students can either connect with instructors or you can attend lectures and labs voluntarily and let that instructor know.

There are concerns about the flu and covid season, as last year, some instructors and program heads were not flexible with students staying home due to their fear of catching or spreading a viral infection. If these concerns

come to light this year, the student should talk to the instructor first. If the student requires more support after speaking to the instructor, they should reach out to a student advocacy specialist through the student association.

For returning Set Reps, there has been feedback that the resources have been available and without issues. Some members believe that it could also be that many students have dropped out, therefore sets are smaller in size.

Questions surrounding how Set Rep elections are held within their set, with some students not knowing they were set reps and what their roles and responsibilities included. Communication between set rep and the chair is not effective and would like to find better ways to improve the communication gap. Set Reps need to register for news updates and notifications, so they are aware of all activities to do with Set Reps.

Chair agendas

Simran's Objectives :

1. Communication with set reps to hit the goal of 500 on her Discord channel.
2. Continue to pair students with alumni for casual meet ups. Trying to get more alumni, as appointments with them keep getting booked out. Simran would like to get gift cards from either the pub or the stand to be used in these appointments.
3. Getting students to sign up to be a Tax Preparer or a General Volunteer to aid the Tax Preparation Clinic

Open Forum

Scheduling of the labs are different in Advanced diploma in accounting sets A and B . Students voiced that sets A and B lab could be combined to have lab which is more convenient for all students. Each set was averaging 19 people. They are advised to talk to program head about resolving issues.

Arranging set reps, is there a budget

Simran to inquire before budgets when arranging set reps, before the following meeting. Simran can also help Set Rep with ideas in planning and utilizing her budget when executing.

Next Meeting

Next set rep meeting will be on November 23rd, 2023. This is a main in-person meeting.

The make up Set Rep Meeting will be on November 29. This is a virtual meeting held on Teams.

Meeting Proceedings

Meeting Adjourned at 5:06pm by Simran