



Enhancing Student Life

School of Health Sciences

Set Rep Meeting Minutes

Tuesday, October 29th, 2019

5:30-6:30pm

SE2 324 Council Chambers

Chair: L.T. Le School of Health Sciences

Guests: Jeff Dyck, Associate Dean; Cheryl Isaac, Associate Dean of BSN program; Danielle Landeta-Gauthier, BCITSA Advocate

Agenda

1. Introductions
2. House Rules
3. Set Rep Roles and Responsibilities
4. BCITSA Services
5. Scenario Discussion
6. Future Set Rep Meeting Discussion
7. Open Forum
8. Reminders

Meeting Minutes

Meeting Called to Order at 17:37

1. Introductions

Welcome: L.T. introduces herself, how she got involved. Discusses curriculum problems & changes, what resources are available for students including childcare services. Felt empowered to take on responsibility.

Why are you here? Been told, hopeful to contribute.

Goal of Set Reps: To help students, eyes and ears for cohorts and programs in SoHS

Introduction of Set Reps: Who are you, interesting fact, program

Jeff introduces self: Here as expression of support & solidarity of student's best interests, and for sustainable/engaging education with a goal of gainful employment. Anything to help we would like to know. Hopeful to make positive change.

New school of Health Sciences: Ongoing ground breaking this fall 2019; keys in November 2021. It'll be a "hard-reset" buying new equipment for particular programs.

Don't hesitate to reach out, we respond quickly to emails and you should never get a non-response.

Q-Where does the budget come from? Does it come from tuition?

A: Targeted funds from Ministry; some funding from BCIT Foundation.

Q: Haven't seen paper schedules for room schedules.

A: Facilities has dropped the spreadsheet format, no other information available but much is available digitally. LT will send an email.

Danielle introduces self: Advocacy services is here for students who find themselves in conflict (ex. conflict with instructor, student, appeal grades, harassment/discrimination, policy violation). Goal is to find out how to resolve issue within BCIT policies.

Offices located in BBY, DTC. Do visit other campuses as well.

New addition to portfolio is attending Set Rep meetings to address issues that come up in meetings; looking for patterns to make recommendations to make policy and BCIT better for students.

2. House Rules

All opinions will be honoured, stick to agenda, ask questions, be respectful, stay within current topic.

3. Set Rep Roles and Responsibilities

What do we do as Set Reps?

Represent set, talk to your classmates, and connect with the SA to problem solve. You are exposed to knowledge of SA services and have a chance to contribute to peer's experiences at BCIT. Compared to previous years, you will have less meetings with a shorter duration.

Bonus: Distinguished Set Rep award you can apply for at end of year ~April, have to attend 75% of meetings; be proactive, interactive, good academic standing – \$500 award

Communication hierarchy: SoHS → SET REPS → SA (Advocacy, Chair) → BCIT

4. BCITSA Services

Overview of services:

- Advocacy
- Health and dental plan
- Leadership development
- Wellness program: massage therapy on Fridays- FREE!
- Clubs
- BCITSA website: www.bcitsa.ca

5. Scenario Discussion

Think-pair-share; discussion of scenario

Q: Concerns for passing a class?

A: Peer tutoring, 1-1 office hours with instructors. Depends what is the struggle; academic or personal?

Q: How can you assist a peer with editing an essay?

A: Refer to teacher, the writing centre, WriteAway website through BCIT, research guide available through library.

Q: Approached by a student about an out of order bike rack?

A: Contact BCIT Facilities, tweet @ them. Anything custodial or maintenance related goes to Facilities; use the online request form:

<https://www.bcit.ca/facilities/facilityesserv/planning/requests.shtml>

Q: Have a complaint about parking ticket?

A: Contact Parking Office in SW1 1019, or parking@bcit.ca; do not go to SA with parking problems.

Q: Concerned for personal wellbeing?

A: Free counselling on campus and SA wellness programs depending on situation. Inkblot 24/7 online video counselling is available to students.

Q: Where can we start if we do not know the services available?

A: BCIT SA website has contains services available: www.bcitsa.ca . Or you can ask L.T. for guidance.

6. Open Forum: what do you want to see from future set rep meetings?

Q: More engagement required from Set Rep in class. Previously items could have been sent though email.

A: It was a common problem, so the Set Rep program has been revamped for this year. Would like to provide tangible experiences such as naloxone kit training and certificates like QPR suicide prevention training through Advocacy.

Response from students: Feedback appreciated, probably make a good impact on students.

Q: 10-15m each meeting to bring up problems that your cohorts are having?

A: YES! Would like more general information for all of Health Sciences. We already meet with our Program Head so can bring up other things that are appropriate here.

Q: Can we have guest speakers from school?

A: Good to be current about what's happening on campus, issues, and updates.

L.T. will be emailing us updates.

Q: Can we have case studies? Situations or problems and how we can direct them?

Q: What are some common problems in your cohort to focus on?

A: Mental health, stress, tutoring, academic stuff, and time management tips.

Q: Issue of classmates complaining about instructor - as a Set Rep should I make it into a formal complaint? I did talk to advocacy but by then issue resolved itself. What is the formal process for putting in complaint? Could that be a case study?

Jeff- A: It's specific and depends on situation. From management point of view: #1 safe environment for student learning as you're here to learn. That would come above any other concerns. How do we work with the instructor to improve their abilities? Nothing can be done if complaints are not brought up.

Doesn't have to come through complaints. You can go through instructor or speak to Program Head, depends on circumstances.

LT: There are committees that are dedicated to student input for instructor approval.

Danielle: If you Google "BCIT student complaint form" you'll find informal and formal routes quickly.

7. Reminders

Know your Rights training: Oct. 30th at 2:30-4pm in BBY library.

Next meeting: Tuesday Nov. 26th at 5:30pm in Council Chambers

Q: How would you like us to prepare for these meetings?

A: Agenda will be sent out ahead of the meeting. There will also be an email to inquire about topics before that.

Danielle: Working on consent campaign including healthy boundaries and relationships, putting together content for BCIT community to bring awareness to elements of consent. There will be marketing: to provide students with swag - what do you want?

A: Phone wallets, lanyards that can detach, adjustable hats, t-shirts, reflective backpack keychains, waterproof bookbag, umbrellas, computer stickers, pens, highlighters, notepads, socks!!! ☺ Anything food related!

Any other questions, please email L.T.

Meeting adjourned at 18:27