

Set Rep Meeting Minutes
School of Energy
November 28, 2019
5:45 p.m. in SE2 TSQ A

Minutes by: Robin Fityk

Chairs: Raynen Jamieson - Chair of Energy

Staff: Danielle Landeta-Gauthier, BCITSA Advocate

1. Meeting Called to Order

Meeting called to order at 5:50 PM

2. Introduction

- New meeting style, trying to get away from 'lecture' & towards 'focus group' style.
 - Will brainstorm solutions to problems rather than simply present problems.

3. What progress have been made over past objectives?

- Instructor training on OneNote
 - Training is now available during instructor professional development days. Instructors should be urged to attend as needed.
- SW3's addition is difficult to find (Fluid power labs being the focus)
 - Instructors have been urged to provide a map during start of courses to help people find the addition made to SW3.
- More power outlets in various SW9 rooms
 - Permanent wiring is too large of a project for now, but a substitute idea of providing power banks on request from the SW9 office is in the works. Set Reps are urged to find out how much their class would use these to find out how many should be purchased.

4. Open Forum

- People talking too much in class, despite often being told to quiet down by the instructor.
 - Remind instructor that they need to enforce the student code of conduct regarding noise in class.
 - Mention this on instructor evaluation forms.
- Temperature in lecture hall, SW9-110
 - Unfortunately, this is known about for quite some time. Various parts of the room are warmer; try sitting somewhere else.

- SW9-110 lecture hall has the one door that permanent locks
 - There isn't even a handle. Just use the other door.
- Lecture halls with the "floating swivel chair" squeak too much
 - Can try to get them oiled, but it's an unfortunate aspect of the lecture halls. Will look into a "quick fix".
- SW9 – 121 and other nearby small classrooms lack whiteboards
 - Apparently this has been brought up with the school and the department has been told they need to buy their own.
- SW3 – 2675 projector bulb is broken (check SW9-117 as well)
 - Contact AV, they should be pretty fast about fixing it.
- Are you "Set Rep for life"?
 - It's re-decided with each term or year, but if there's no "competition" then it is what it is.
- Forrest Tittle – Dean for School of Energy could be brought to the next Set Rep meeting. Is this desired?
 - A general introduction could be good, but we don't necessarily have questions for him at this time.
- Is there funding in our departments for 3D printing or other such things for presentations or other class required things?
 - Not really, but the school 3D printers are pretty cheap, and if you make a good case to the workers you might be able to get it printed for free
 - Only capstone projects receive funding from the school.

5. Sun Run info

- In January we hope to put together a Sun Run team, with hopes of SA sponsorship to cover the fees for at least a small group to represent BCIT.
 - More to come on this, it just wanted to be mentioned.

6. Meeting Adjournment

Meeting Adjourned at 6:15 PM