

January 8th 2022 – 6:00PM - MS Teams

TMMSA EXECUTIVE MEETING AGENDA

Finalized by Mays

Present: Marah, Dalia, David, Erika, Maryam, Mays, Michelle, Tamara, Yasmine, Rama, Walid

Absent: Stephanie, Maya, Bryan

1. Motion to start the meeting

- a. Second: Maryam
- b. Time: 6:06pm

2. Approval of previous meeting's meeting minutes

- a. Second: Maryam

3. Updates

a. VP Bilingual (Maryam)

- i. Working on Fall meeting minutes translations

b. VP External (David)

- i. Class composite for last cohort is in its final stages - David will submit photos soon and Rama will make payment
- ii. Grad photos will be held on March 3rd and 4th - may be moved due to COVID situation
- iii. No in-person events this month, but maybe in February
- iv. See section 4 and 5 for remainder of updates

c. VP Internal (Marah)

- i. N/A

d. VP Finance (Rama)

- i. N/A

e. VP Academics (Tamara)

- i. Has been communicating with Dr. Lee about awards and pitched a few award ideas
 - 1. Pitched two awards for our cohort this year, Dr. Lee said he will discuss with Vice President

f. Outreach Coordinator (Dalia)

- i. Feedback on holiday cards: write students names and write what TMM stands for
 - ii. See section 4 below for remainder of updates
- g. Promotion Coordinator (Bryan) - Absent**
- h. Recruitment Coordinator (Stephanie) - Absent**
- i. Social Media Coordinator (Erika)**
 - i. Working on Team page on the website
- j. Research and Careers Coordinator (Maya) - Absent**
- k. EDI Coordinator (Yasmine)**
 - i. Going to follow up on money from EDI award
 - ii. More info coming soon for EDI committee
- l. English 3rd Year Representative (Michelle)**
 - i. Wellness form sent out to third years, got some good responses already and expecting more after grades come out - Will take responses to Dr. Lee after
- m. French 3rd Year Representative (Walid)**
 - i. N/A
- n. President (Mays)**
 - i. Planning trivia night event (potential date: Jan 30th) - promo and social media requests will be sent soon
- 4. Formal (Dalia and David)**
 - a. Dalia's contact from high school who planned prom put her in contact with JR from Studio 44
 - i. Studio 44 is an Ottawa-based organization that partners with venues to give students cheaper prices
 - 1. They help plan Grad ball and Med ball already
 - ii. What they offer:
 - 1. planning, staffing and security, running of the event, supply materials (décor, linens, etc.), help with seating plans, liability insurance (\$10 million), catering (3 course meal), AV
 - 2. All we have to do is go to meetings and tell them what we want
 - iii. Cost depends on venue but could be around \$80

1. If we raise \$3000 or get funding, we can subsidize tickets down to \$65
- iv. What happens if COVID gets in the way
 1. Everything is refundable except service fees from the bank - still need to look into how much that is
 2. They suggested finding a backup date in June - not feasible for us because many of us are graduating
 3. Consider capacity restrictions: if a venue has a 1000 person capacity and restrictions are 25%, we can still run the event for 250 people
 - v. What they don't offer:
 1. They do not hire a photographer, but they suggested that we get a photographer or incentivize a photographer by giving them a free ticket
 2. They do not cover extra décor (e.g. centre pieces)
- b. Council's opinions**
- i. Mays: does CVUO fund events exclusive to certain students?
Maryam: yes, as long as event supports student population (not funding a club for example)
 - ii. Maryam: this is really great, almost too good to be true, what's the catch? Dalia: no catch, they're reliable, and a big company, they don't do this for corporations, they do this to support students
 - iii. Maryam: they will take a big load off our plates by handling the small details since we're busy with school
 - iv. Dalia: we don't have to commit to them, no deposit necessary, so we lose nothing.
 - v. Marah: if COVID shuts this down, we lose nothing which is the biggest concern with planning the formal
 - vi. Dalia: we need to consider that if we have to refund tickets, e-transfer fee is \$1.50 per transaction. If we use their website, there's a bank service fee per purchase.

1. Marah: we can decide whether to use the website or handle ticket sales ourselves depending on how much the bank service fee is compared to the e-transfer fee
- vii.** Rama: we can add \$1.50 to each ticket, that way, if we have to refund, the e-transfer fee does not come out of pocket. And if we don't have to refund, the extra money can be used for photographer or photo booth

5. CVUO, UOSU (David)

a. Registering with UOSU

- i.** We tried to register with UOSU as a student association but:
 1. It was taking too long
 2. UOSU said that we are not independent student association and should be represented by Aesculapian society
 3. Aesculapian society said that they only represent medical students and we should be independent
- ii.** Now we are trying to register with UOSU under Aesculapian society and we have their support
 1. This is quicker and will allow us to receive some funding for this year

b. Registering with CVUO: We can register as a club or as a student association - not a huge difference in terms of funding as far as we know

- i.** If we register as a club: we have to submit our constitution to register as a club, but not as an association
- ii.** If we register as an association: we don't have to submit our constitution, but we have to register under Aesculapian society
- iii.** CVUO said that they'll try to approve us within a day since budget proposal deadline is coming up soon
- iv.** We are trying to register as an association under the Aesculapian society because our constitution does not meet the criteria of the CVUO and modifying it is an extra project to take on

c. Budget proposal – Soft deadline: Monday Jan 10, Hard deadline: Tuesday Jan 11

i. In camera: 6:47pm – 6:57pm

1. Second: Marah

6. Varia – Constitution amendments (Marah)

a. Office hours

i. Many council members wanted to reduce office hour

ii. Current constitutional mandate: 5 hours per week distributed amongst all members

iii. We need to consider that the point of virtual office hours is – what does it offer students?

1. Last year’s council cancelled office hours in favor of having students reach out to specific members if they need anything specific

2. Office hours may not make much sense in a virtual context because if students can go find the zoom link, they can also just email and many might prefer that

iv. Tamara: We need to consider who is needed for office hours?

1. Who actually had someone come to their office hour last semester? Marah: only Walid

2. Office hours make sense for some roles more than others

3. We should select the members for whom this applies and divide mandatory office hours amongst them; office hours can be optional for everyone else

b. General election

i. Proposition: two separate elections depending of different eligibility requirements

ii. President election in first half of March, General election for the rest of the positions in the second half of March

iii. This will allow students who are eligible for candidacy for the president position to have a fair shot at the position, and allow whoever doesn’t get it to try and get another position on the council in following election

c. Mays: How modifications to constitution were done last year: constitution committee discusses and drafts modification, email with new addition/deletion/change is sent to all council members to approve or disprove

i. Nobody had any objections to doing this again this year

7. Varia: New meeting time announcement (Mays)

a. Monday 7PM starting January 17th

8. Motion to End Meeting

a. Second: Marah

b. Time: 7:05pm