

Thursday June 13th 2024 – 7:00pm on Zoom

TMMSA EXECUTIVE MEETING AGENDA

Present: Daniel, Lia, Josh, Serena, Tracy, Julianne, Emily, Sahib, Omar

Absent: Jordan, Ayesha

1. Motion to start the meeting
 - a. Second: Tracy
 - b. Time: 7:05pm
2. Approval of previous meeting's meeting minutes
 - Nothing to add.
3. Updates
 - a. VP Bilingual (Julianne)
 - She's helped with the translations for the re-election campaign.
 - Her transition meeting should be sometime soon.
 - b. VP External (Jordan)
 - His transition meeting should be sometime soon.
 - c. VP Internal (TBD)
 - d. VP Finance (Josh)
 - Still in the process of transferring the bank accounts.
 - He did have his transition meeting.
 - Will start working on the budget soon.
 - e. VP Academic (TBD)
 - f. Outreach Coordinator (Serena)
 - Her transition meeting should be sometime soon.
 - g. Promotion Coordinator (Tracy)
 - She has had her transition meeting.
 - She helped make posts for the re-election campaign.
 - She's getting the merch process started by writing emails to the necessary contacts.
 - h. Recruitment Coordinator (Daniel)
 - He has had his transition meeting.
 - i. Social Media Coordinator (Emily)
 - She's been posting on the elections Instagram for the re-election campaigns and been updating the website. She will update the website as soon as the forms are filled out.
 - j. Research and Careers Coordinator (Sahib)
 - He hasn't had his transition meeting yet.
 - k. EDI Coordinator (Omar)
 - He hasn't had his transition meeting yet.
 - l. Senior Advisor (Ayesha)
 - Has been helping Lia organize the re-election.
 - m. English Third Year Representatives (TBD)
 - n. French Third Year Representatives (TBD)
 - o. President (Lia)
 - Had my first meeting with Dr. Lee, more updates to come from that.
 - Made the form for the re-election and has been helping run the campaign.
4. Updates
 - a. Re-election for VP Internal and VP Academic
 - We are all in agreement that fourth year council members will be allowed to vote.
 - The campaign period ends on Friday, voting will start on Saturday and we should know our new council members by the beginning of next week.

- b. Transition Meeting Check-In
 - People who have not had their transition meeting yet: Jordan, Julianne, Serena, Sahib, Omar
 - c. Merch supplier
 - Tracy's next step will be to reach out to the FoM contact (Simon) to see what our options for merch are for this year. She will have a meeting with him soon.
 - d. Microsoft Teams tour
 - Microsoft Teams drive was shared with everyone, **please let Lia know if you don't have access to it.**
 - Once everyone has had their transition meeting, you can add your handover package into your designated folder.
 - The Meetings folder contains all relevant meeting agendas and minutes.
 - The Administration folder contains all important documents (*TMMSA Passwords, Constitution, Office Access).
 - o Please don't log into someone else's email or the Instagram account (without letting Emily know).
 - e. TMM Mentor Program
 - Two former TMM alumni have organized a TMM mentorship program that pairs a current TMM student with a TMM alumni who is pursuing a career that they are interested in.
 - The program will be open to third and fourth years. Third years will apply in the fall.
 - Lia will send out an email and will contact Emily and Tracy about making an Instagram post to promote this program once the re-election is done.
- 5. Interim President
 - Lia will speak to VP Internal and VP External to decide who the Interim President will be.
- 6. Events
 - a. SSA BBQ Collab
 - SSA wants to organize a joint BBQ with TMM to promote our program and to raise funds for Shinerama.
 - SSA contacted Lia to organize the BBQ sometime in June or July. Lia emailed them back but hasn't received a response yet.
 - Once Lia hears back from SSA, Lia and Daniel will work with SSA to organize the BBQ.
 - b. Lunch and Learn with Dr. Mah
 - Dr. Mah wants to organize an event for fourth years where there will be lunch served and Dr. Mah will talk about future career paths after TMM that aren't medicine.
 - Lia will contact the incoming VP Academic and arrange a meeting with Dr. Mah to talk about next steps.
 - c. Welcome Week Activities
 - We need to organize the welcome week activities for the first week of school in September.
 - Dr. Lee said that there will be a big BBQ with the whole faculty in the morning and the TMMSA will be free to do bonding activities or whatever we want after 1:30pm.
 - Everyone wants to help so we will talk about it at the next meeting.
 - o Lia will maybe send out a form or email to get ideas.
- 7. Faculty of Medicine Committee Meetings

1. BMI and CMM Faculty Councils. These meet on the last Friday of each month. All departmental faculty participate.

- CMM Meeting – Omar Moghrabi
- BMI Meeting – Sahib Moga and Tracy Xie

2. FMGPSC (Faculty of Medicine Graduate and Postdoctoral Studies Council). Program Directors of all programs participate

- Lia will go to this meeting.

3. Faculty Council-Representatives of all Faculty of Medicine programs participate

- Lia will go to this meeting.

- Update from last meeting: There will be more graduate courses available to fourth year TMM Masters' students.

4. TMM Operations Committee

- Julianne Morin

5. TMM Curriculum Committee

- Daniel Nguyen, Josh Zeldin

6. TMM Student Affairs Committee

- Omar Moghrabi, Julianne Morin

8. Reminders

a. Coordinator and VP Presentations

- 2-3 minute presentation about your ideas for the upcoming school year.

- Ideally at least 2-3 ideas.

b. Reminder to fill out website form Emily sent

- We can e-mail her if we want to change our picture, so don't be afraid that we won't be able to change the picture.

9. TMMSA Bonding Event! ☺

- We will be organizing a bonding event once every semester.

- Lia will send out an invite for times and for ideas of activities to do.

10. Varia

- No varia points.

11. Motion to end meeting:

a. Second: Daniel

b. Time: 7:34pm