

August 20th 2021 – 7:00 PM - LOCATION

TMMSA EXECUTIVE MEETING AGENDA

Present: Mays, Maryam, David, Erika, Yasmine, Tamara, Maya, Stephanie, Dalia, Rama, Bryan

Absent: Marah

1. Motion to start the meeting

- a. Second: Maya
- b. Time: 5:48pm

2. Approval of previous meeting's meeting minutes Rama

3. Updates

a. VP Bilingual (Maryam)

- i. Working on games, came up in person activities but not amazing race

b. VP External (David)

- i. Pamphlet, all the english text is done, all content that will be on the pamphlet is updated.

c. VP Internal (Marah)

d. VP Finance (Rama)

- i. Taking pictures for yearbook, thinking of doing it small

e. VP Academics (Tamara)

- i. Keeping up with meetings with the faculty

f. Outreach Coordinator (Dalia)

- i. Worked with maryam on virtual and in-person activities for orientation. Thinking of trying out virtual games potentially for orientation. Reached out to volunteer places, shepherds of good hope, will send out a survey to see how many people are interested.

g. Promotion Coordinator (Bryan)

h. Recruitment Coordinator (Stephanie)

- i. Worked with dave for orientation. Reached out to lisa for open house, working out on ppts for recruitment purposes, looking for profs to class to talk about tmm in the first 5

mins. Almost done with the timeline for the coffee house.
Preparing for it in the winter. Basing it off of previous
recruitment coordinator.

i. Social Media Coordinator (Erika)

- i. Created facebook for 3rd years
- ii. (tamara) wants to be part of the group

j. Research and Careers Coordinator (Maya)

k. EDI Coordinator (Yasmine)

- i. Working on orientation welcome presentation with marah.
Should be done by tomorrow.

l. English 3rd Year Representative (TBD)

m. French 3rd Year Representative (TBD)

n. President (Mays)

4. Orientation Updates (Mays & David)

a. Sub-sections for discussion (Responsible Name)

- i. We will have a bbq but the orientation talks will be
virtual. (talks about the schedule). TMM orientation day is
september 7th.

1. TMM Orientation (September 7th, 2021)

2. 9:30-9:45 Virtual Welcome (Drs Lee and D'Amour)

3. 9:45-10:30 Virtual presentation of TMM labs and
rotation project (D'Ambrosio/Wheaton/Rudner)

4. 10:30-11:00 TMMSA Welcome and Virtual Tour

5. 11:00-12:00 Travel to 600 PMD

6. 12:00-1:30 BBQ in 600 PMD for 3rd year students*

7. 1:30-3:00 BBQ in 600 PMD for 4th year students

- ii. We will need to regulate who and when they will be on campus
for the bbq. Maybe time for activities. Jlee would like a
couple volunteers to help set up

1. Tamara—everyone should be at pmd

2. Mays—will be there early.

- iii. Bryan will be out of town. Maya will be available to be
there early as well.

1. Mays—activities for fourth year?

2. Maryam—no need something to be organized. Can be spontaneous
3. Dalia—set several teams and have them rotate with the bbq
- iv. **We need to propose 2 hrs for bbq each cohort and a different location for bbq.**
- v. No budget approved, could do care package towards the end of the year.
 1. Tamara—wanted to take point to go to costco for future care package
- vi. Virtual game on the 30th Aug—CODE game
- vii. In-person tours are not feasible and with COVID restrictions, it is not allowed. We can incorporate a virtual tour in our ppt slides or have a video for them to watch. We will also no longer provide a separate document for tour-notes, rather, it will be incorporated into the pamphlet.
- viii. Vote to use last year's orientation day video for tour
 1. Everyone votes to use last year's video
 2. Post video on social media
- ix. Will need to confirm with Jlee whether or not we can incorporate vaccination status in our survey. The survey will be sent out mainly to gauge how many will be expecting to attend.

5. J Lee meeting notes (Mays)

- a. (skipped)

6. Varia

7. Motion to End Meeting

- a. Second: everyone
- b. Time: **6:28**