

August 6th 2021 - 7:00 PM - MS Teams

TMMSA EXECUTIVE MEETING AGENDA

Finalized on August 5th 7:35am by Mays

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

Absent: Tamara, Dalia

1. Motion to start the meeting

- a. Second: 7:04
- b. Time: Stephanie

2. Approval of previous meeting's meeting minutes

- a. Second: Stephanie

3. Updates

a. VP Bilingual (Maryam)

- i. Dalia, Bryan + Maryam are working on orientation activities
- ii. Thought of online games, want council to help with trying them out to make sure they work

b. VP External (David)

- i. All deadlines extended
- ii. Faculty still hasn't decided if orientation will be in person or online
- iii. Working with Erika to update website
 - 1. Council members can contact Erika or David to add anything related to our specific roles to the website
- iv. Meeting with Dr. Mah - she wants to be involved in orientation to talk to us about career opportunities besides med school and research

c. VP Internal (Marah)

- i. Will get plan for student connect started this month

d. VP Finance (Rama)

- i. If anyone wants to be involved in planning yearbook, reach out to Rama
- ii. Goal: have a plan for yearbook by the end of the month

e. VP Academics (Tamara)

- i. Received a message from awards committee with assignment for which award she'll be reviewing
- ii. Dates for BMI council have been established for the year

f. Outreach Coordinator (Dalia)

- i. Email + form for recruiting 4th year volunteers are ready - just waiting on decision re: if orientation will be in person
- ii. Sent email to Shepherd's of Good Hope to get info re: group volunteering + food bank for community harvest farm group activities
- iii. Trying to find an affordable place to host sports tournament
- iv. Working on posts for the website for individual volunteer opportunities
- v. Dalia, Bryan + Maryam are working on orientation activities - They're coming along well and will be presented to the council soon

g. Promotion Coordinator (Bryan)

- i. Dalia, Bryan + Maryam are working on orientation activities

h. Recruitment Coordinator (Stephanie)

- i. N/A

i. Social Media Coordinator (Erika)

- i. Refer to David's update re: website

j. Research and Careers Coordinator (Maya)

- i. N/A

k. EDI Coordinator (Yasmine)

- i. Received dates for all EDI meetings for the year

l. President (Mays)

- i. Refer to David's update re: meeting with Dr. Mah
- ii. August 9th - meeting with Dr. Lee
 - 1. Will discuss orientation plans - we may or may not find out if orientation will be in-person
 - 2. He booked BBQ in anticipation of an in-person orientation - nothing is confirmed

- iii. Faculty wellness advisory committee meeting dates have been decided – Mays will represent TMM at the meetings unless someone else wants to/has objections

4. TMM improvements survey (Mays)

- a. Presented improvement survey
- b. Feedback on form:
 - i. Explain in blurb that survey will be anonymous
 - ii. Add questions where students can rate certain aspects of the program so that we can have numerical statistics
 - iii. Change last question to: I acknowledge that this information will be shared anonymously with the director of the program, Dr. Lee.
 - iv. People might not want to answer/put effort into long answer questions if they see numerical/yes,no questions first
 - 1. Solution: Have long answer questions on first page and numerical questions on second page
 - v. Make “suggestions for improvement” questions mandatory
- c. Improvements are probably future years

5. Motion to End Meeting

- a. Second: Maryam
- b. Time: 7:34PM