

Sunday, September 8th, 2024 – 6:00pm on Microsoft Teams

TMMSA EXECUTIVE MEETING AGENDA

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

Absent: Ayesha

1. Motion to start the meeting
 - a. Second: Julianne
 - b. Time: 6:03pm
2. Land Acknowledgement
3. Approval of previous meeting's meeting minutes
4. Updates
 - a. VP Bilingual (Julianne)
 - i. Trivia went well! Had lots of attendees (30+)
 - ii. Translations for Emily & Tracy
 - iii. Finishing translations for the newsletter
 - b. VP External (Jordan)
 - i. Recovering from illness
 - ii. Will email third years about academic tell all
 - iii. Coordinating Merry Dairy Gift Card
 - iv. Helped w SSA BBQ
 - c. VP Internal (Maryam)
 - i. Will email Community Engagement tomorrow
 - ii. Email Medtech if your email still isn't working
 - iii. 3rd year rep elections end of the month?
 - iv. Fill out WIG for Dr. Lee meeting
 - v. Working on merch forms
 - d. VP Academic (Abha)
 - i. Helped Jordan with SSA BBQ
 - ii. Academic Tell All went well
 1. Maybe we can do something similar for fourth year courses in the spring
 - e. Outreach Coordinator (Serena)
 - i. Worked on Academic Tell All
 - ii. Newsletter complete
 - f. Promotion Coordinator (Tracy)
 - i. Working on Graphics for SSA BBQ
 - ii. Newsletter going well
 1. Everyone sent in their part
 - iii. Created a form in the "promote-this" channel to be filled out at least a week before you need a post done
 - g. Recruitment Coordinator (Daniel)

- i. Helped with the BBQ (recruitment table)
 - ii. Made slides for Academic Tell All
 - iii. Had a meeting with Sue (LTS Director) to discuss a trip up North
 - 1. Decided on a place called Kirkland Lake
 - 2. LTS can cover all the costs (depending on an NSERC grant, will hear back in December)
 - 3. If we have money (Dr. Lee), it'll be very helpful
 - 4. Can inspire grade 10s to stay in school since many don't stay until grade 11 and 12
 - 5. Can have up to 4 volunteers (one experienced LTS mentor)
 - a. Will need training for culture shock, forest fires and snowstorms
 - 6. Will be confirmed in December, trip will be in Winter semester
 - iv. Waiting on response from Dr. Rudner to see if his labs can be used for activities
 - 1. Tracy will follow up
- h. Social Media Coordinator (Emily)
 - i. Took pictures at our Welcome Week events
 - ii. Finished editing RGN tour and got translations (will post sometime tomorrow)
 - 1. Tracy-> promote video in the newsletter
- i. Research and Careers Coordinator (Sahib)
 - i. First research and careers event from 11:30 to 12:30 on RGN third floor
 - 1. Tracy will promote this on instagram
- j. EDI Coordinator (Omar)
 - i. Results from poll
 - 1. Both passed, 75% in favour for company checking and 100% for audio version of newsletter (start in October)
 - 2. Company checking is optional if you're purchasing items for TMMSA and would like them checked (don't feel obligated)
 - ii. Sports Day
- k. Senior Advisor (Ayesha)
 - i. Absent
- l. ~~English Third Year Representatives (TBD)~~
- m. ~~French Third Year Representatives (TBD)~~
- n. VP Finance (Josh)
 - i. Working on reimbursements
 - ii. BMI GSA replied for BBQ, charge is reasonable
 - iii. Charged us for orientation rent but 4th years had to pay for their own food
 - iv. Haven't heard back from FoM yet for the budget (ask Dr. Lee)
- o. President (Lia)
 - i. Have been arranging payments with the SSA and GSA from summer BBQs
 - ii. Went to Faculty Council Meeting

- iii. TMM undergoing cyclical review (may need students' opinions)
- 5. RGN Tour Video
- 6. Event Post-Mortem
 - a. TMMSA x SSA BBQ
 - i. What went well: SSA helped a lot
 - 1. Everyone knew their tasks
 - 2. Everyone was busy
 - 3. Teardown was good
 - ii. What we need to improve: Promotion
 - 1. Not enough people at RGN in the summer
 - 2. We can do BBQ on main campus in front of D'lorio for the future (busier) will run into more 1st and 2nd year sci students
 - a. Closer to SSA
 - b. Make more money
 - b. Welcome Week Events
 - i. What went well: Getting people come
 - 1. Gave good student advice
 - 2. Third years really enjoyed sports day
 - 3. Protein bars and sports drinks enjoyed
 - 4. Good choice of sports
 - a. 3rd vs 4th years soccer
 - ii. What we need to improve:
 - 1. Jeopardy: make sure it works/practice beforehand
 - 2. Staying formal
 - 3. Extra food
 - 4. Field rental: maybe not necessary in future years
 - 5. Promote the sports day more
 - 6. Students not fully reading emails/forms
 - 7. Practice more (for things we present)
- 7. Planning Next Events
 - a. One event per month ideally (apart from exams)
 - b. Jordan -> plan at next coordinator meeting, try to get some dates
- 8. September Newsletter
 - a. Looks good so far
 - b. Julianne translated more than half
 - i. French and English will be separate this year
 - c. Lia and Jordan will coordinate emails
- 9. Third Year Rep Elections
 - a. Maryam will start putting this together
 - b. End of September
- 10. Reminders
 - a. Lunch and Learn with Dr. Mah
 - i. Event is pretty much ready to go.

- ii. We'll use the extra food leftover from Welcome Week for the event (juice boxes and chips). The extra food is in the office.
 - b. September Meeting with Dr. Lee
 - i. Fill out the WIG that Maryam sent in the Discord channel!!
- 11. Varia
 - a. Figure out TMMSA office hours by the next meeting
 - b. Ask Dr. Lee about lockers
- 12. Motion to end meeting:
 - a. Second: Julianne
 - b. Time:6:55pm