May 28th 2021 – 7:00 pm – Microsoft Teams

TMMSA EXECUTIVE MEETING AGENDA

Present:

Absent:

1. **Motion to start the meeting**
    a. Second: David
    b. Time: 7:08 PM

2. **Approval of previous meeting's meeting minutes**

3. **Updates**
    a. **VP Bilingual (Maryam)**
        i. Training from the FoM called more feet on the ground offered June 11th – about wellness
        ii. June 2nd – TMM expansion project will be discussed
            1. Re: combined TMM BSc/MSc and BSc/PhD program
            2. This was approved in the BMI council today
            3. May potentially be applicable for the coming 3rd years or the year after
    b. **VP External (David)**
        i. N/A
    c. **VP Internal (Marah)**
        i. Folders for everyone on the team have been made
    d. **VP Finance (Rama)**
        i. Spoke to old yearbook teacher re year book
        ii. Suggested to use memory book app – cheap and easy; thinks that's our best bet for now since it's our first year doing it
    e. **VP Academics (Tamara)**
        i. BMI meeting + CMM meetings today
            1. Two major changes to TMM program
                a. Expansion to a 3 year BSc program (starting 2nd year)
                    i. Second year = sea phages
                    ii. Third year = rotations
                b. Combined Masters/TMM or PhD/TMM – unanimously approved by BMI and minority approved by CMM

2. Training for FoM re wellness – suggests that whoever does health/wellness committee to go to that training

f. **Outreach Coordinator (Dalia)**

    i. N/A

g. **Promotion Coordinator (Bryan)**

    i. Was able to log into account

h. **Recruitment Coordinator (Stephanie)**

    i. Meeting with Priya re handover package

    ii. Talked with a hopeful incoming student

    iii. Will have a call with David soon re her goals for the year

i. **Social Media Coordinator (Erika)**

    i. Absent

j. **Research and Careers Coordinator (Maya)**

    i. Having difficulty with email

    ii. Had meeting with Gapisha re handover package

    iii. Has an upcoming meeting with David re details of her goals

k. **EDI Coordinator (Yasmine)**

    i. Joined first EDI committee of FoM; only one more meeting with the current president presiding (there will be an election for next president)

l. **President (Mays)**

    i. N/A

4. **Check-in (Mays)**

a. **Emails**

    i. Tamara, Yasmine and Maya are the only people struggling to log into email – Tamara made a call to IT to speed up the process because Marah was unavailable

b. **Committees**

    i. Constitution committee

        1. Composed of President, VP bilingual + one more member (will be voted on by the council)

    ii. Electoral committee

        1. Composed of VP internal, President + a bilingual member (will be voted on by the council)

    iii. Interim President (not a committee)

1. Has to be voted on (nominates themselves, someone seconds it, council votes)
2. This person fulfills duties of the president should Mays be unable to do so

    iv. Health and Wellness Committee – with SSA
1. Council will vote on TMMSA involvement with Health and Wellness Committee and who will represent us there
2. Responsibilities:
   a. Create a wellness week in the fall with the support of the committee
   b. Not sure how many hours exactly need to be put in
   c. We also have to put in money into the committee (last year, we didn't put in much because of our tight budget but next year we probably will)
3. David had a good experience with it last year; good opportunity to collaborate with SSA
4. Some council members weren't fans of it
   a. It was a new committee so naturally a bit disorganized (communication between committee and TMMSA wasn't direct and clear)
   b. Some council members believed that a health and wellness committee with other FoM student associations would be more beneficial
5. Tamara: agrees that it's more beneficial to make it FoM focused because it will help incorporate us into the FoM more, and will make sure that initiatives are directly beneficial for TMM students
6. In camera (7:32 am to 7:38)
7. David: involvement in this committee may help recruitment if our logo is on their publications/events/etc
8. Rama: not convinced that this logo will really help unless the actual value of TMM as a research-intensive program

    v. Awards Committee
1. VP Academics will represent unless anyone objects

c. Orientation Brainstorm

        i. May be possibility of in person – plan for all online, all in person, hybrid

        ii. Ideas

                1. Create groups for students (according to OPH guidelines) – that way we can do in person stuff within realistic COVID regulations (Maryam)

                2. Some people may still be hesitant even if in person events are possible so we should definitely focus half our energy on online events (Rama)

                3. (Brian) Ideas of advertising - what comes to mind for summer?

                        a. Greenery, hiking, sun, BBQs, ice cream, sleeping in

        iii. Timeline:

                1. By mid-June – figure out the sanitary measures for COVID-19 (Maryam volunteers to look into logistics of that)

        iv. Orientation planning group or not

                1. Yasmine: everyone should be able to join in and give in their opinion

                2. Marah: We can have a small group of organization-sake who is responsible of organizing and taking care of the logistics + have meetings that other people can join

                3. Tamara: We can have one unofficial meeting with everyone who wants to brainstorm and small group takes care of logistics and planning

                4. How should the team be organized?

                        a. Main person delegating – may be external?

                        b. Dalia – it would make sense for there to be one main person who delegates tasks and makes the big calls

                        c. Maryam – there will a lot of roles at a lot of different roles and some people may have more or less responsibilities at different points in time

                        d. Marah – it would make sense for the main person within the small orientation to be VP external and at the big meetings, they can bring tasks that they may need help with from the big council

        v. Budget (Rama)

                1. Last year was $180

    d. Goals for the summer/academic year

        i. Unofficial meeting next week re health/wellness, unofficial meeting two weeks after to brainstorm for orientation

        ii. David - idea:

            1. Monthly meeting with J Lee during the summer – clearer line of communication to know where the faculty is at, to make it clearer for orientation

            2. If he's okay with it, we should all be there so he knows all of our faces

            3. Yasmine: may be better to have a few spokespersons rather than the whole group

            4. David: maybe first meeting have everyone and following meetings can be just spokespersons (or depending on need/what the meeting is about)

            5. Yasmine: it's a good idea to have different people because a lot of people want to be involved in different things and if it's only based on positions, it'll be the same people every time

        iii. Dalia – goals for the year

            1. How can we get students to get to know each other (inter and intra cohorts)?

                a. Make teams lead by the TMMSA council members

                b. Encourage your teams to participate in events for points

                c. E.g. among us nights last year with both cohorts helped bridge the gap (Rama)

            2. Clothing drive

                a. Teams can get points

                b. Big and beneficial – may get our name out in the community

            3. Lunches for kids whose parents are struggling – requires money

                a. (Mays) pending-COVID – we can volunteer together in places like that instead of making lunches in case of a financial restraint

                b. (Dalia) those still exist but restricted (max 10 ppl)

5. Varia

6. Motion to End Meeting

    a. Second: Marah, Yasmine, Bryan

    b. Time: 8:28pm