

November 28, 2020 - 5:30 pm - Microsoft Teams

TMMSA EXECUTIVE MEETING AGENDA

*Confirmed by Hussein on 11/28/2020 at 11:00 AM

Present:

Absent:

1. Motion to start the meeting

- a. Second: Mahdi
- b. Time: 5:35

2. Previous meeting's meeting minutes

3. Updates

a. VP Bilingual (Danika)

- i. Changes to admission scholarships for masters students
 - 1. 9.0 gpa and one year only
- ii. Sheet with PIs? Priya: aiming to be done for winter semester

b. VP External (Mahdi)

- i. Collaborating with other departments for the Coffee house
- ii. Hussein: need to make this event more appealing for them to participate with us

c. VP Internal (David)

d. VP Finance (Radhika)

- i. Went to health & wellness finance meeting with Victoria (SSA VP finance), Cata
- ii. Who will be providing the most money? SSA has a surplus. We will be doing fundraising, but we don't need to provide anything financially to the committee, just continue with support.
- iii. Budget: approved majority of funds, other than research & careers.
 - 1. The money given will be used for the two events held and trying to determine how to pay for future R&C events

- iv. Trying to confirm with Karen Littlejohn if we have a premium account with our association emails. Might need professors help to get this approved
- v. Contacted Victoria Ogden about how the SSA runs the student opt-in and how they get their money from this
 - 1. Starts with student referendum to take a vote to put this into place.

e. Outreach Coordinator (Casey)

- i. Looking into how to contact long-term care homes to see if we can partner with them for Coffee House
 - 1. Creative connection run by med students with connections to these homes across Canada
 - 2. How can we accommodate and make it more accessible to them?

f. Promotion Coordinator (Sneha)

- i. Will go over apparel later

g. Recruitment Coordinator (Priya)

- i. Coffee house - auditions google form + filled form for promotions. Needs to be translated
- ii. Deadline auditions: Dec 30
- iii. Official day: dress rehearsal - Jan 29, next week have show.

h. Social Media Coordinator (Stephanie)

- i. Life Lab insta segment - Casey, David & Priya are interested.
 - 1. Haven't started graphics yet, will start after this week.

i. Research and Careers Coordinator (Gapisha)

- i. Convo with TMM episode 2 went great

j. English 3rd Year Representative (Mays)

- i. Wellness chat tomorrow at 7pm with 3rd years: what they enjoyed and what they want to see approved to bring up in meeting with JLee on Tuesday

k. French 3rd Year Representative (Yasmine)

l. President (Hussein)

- i. Forwarding emails from other Uni's promoting their programs
- ii. Looking into format of emails
- iii. Health & wellness meeting with Cata
- iv. Went to medpurch to look for missing stuff, sent email and no response. If not found will compensate.
- v. Close contact with BMI for future events
- vi. Submitted volunteer placement for students volunteering in TMM (orientation day, mentorship_

4. January Wellness Week Preparation (Hussein)

- a. Website, survey, meet-ups, workshops
 - i. FoM has wellness week at end of Jan - want to work on this ASAP. Last years council set up many events for that week. Can't have in person events but still want to do activities. Cata will collaborate with us for ideas. Will start doc with ideas, activities for everyday of the week.
 - ii. On website:
 - 1. feedback form on TMMSA website
 - 2. anonymous health and wellness survey
 - iii. Consistent meet-ups, bi-weekly to talk and catch up. Can vent and talk about general stuff.
 - iv. Having a place were 3rd years can access to see how to improve their CVs, poster presentations, etc.
 - 1. TMMSA could set up workshops for these things.
 - v. COuld include section on monthly newsletters - great feedback and many people watch
 - vi. Mahdi: feasible for website, one page for health & wellness and another for feedback form, include resources. Workshops: uOttawa has career development center. Don't necessarily need to run our own sessions. Presentations: Keith & Lisa usually do this in DGDs, should contact them to see. Volunteering: already on monthly newsletter.
 - vii. Mays: like workshop ida. List of ressources, presented idea of shared google drive for 3rd years including volunteering

opportunities, how to email profs, etc. Hussein: will discuss more with 3rd year representatives.

viii. Casey:

1. Workshop: proposed that Cata + 3rd year reps are working on creating workshops? Need for someone to develop this, many parties want to do this (TMMSA, health & wellness, TMM mentorship program, Keith, Lisa, 3rd year reps) coordination should be involved, need to have a conversation between these groups. Figure out key players, who is needed/who is not?
2. Local volunteering opportunities: Cata + 3rd year reps, shared drive, website, monthly newsletter. Choose one? Website has been developed through the summer but hard to keep up to date. Drive might be easier to keep updated, open to removing from the website.

3. Newsletter: should still share volunteer opportunities

ix. Priya: overlap with Coffee house? Last year Jan 28-Feb 1, this year prob 25-29. Keep this in mind.

x. Mahdi: compiling all into collaborative drive is good. Moving to one drive. Have a shared excel sheet on the website.

xi. Hussein: will look at defining who's doing what. Will keep outreach involved.

5. Promotions/ apparel updates (Sneha)

a. Results of survey: 77 people filled it out. Colour and general idea of what people are buying.

i. Black, maroon, grey (no purple)

b. Project on hold pending faculty decisions

i. Email from Faculty's designer to pause this because FoM is trying to decide how faculty branding and how the logo should be used. Little info available. Probably will be pushed to January. Probably new guidelines for apparel. All apparel info is under the promotions folder.

- c. Mahdi: might be beneficial to inform the student body of the current situation of the hold-up. December newsletter? Sneha: would like to send this info over in formal format (email). Priya agrees.

6. Jeopardy Game Night (Hussein)

- a. Combines with Covidopoly point
 - i. Using ppt templates. Can have large groups with one rep. 6 categories of subjects can be found on drive with doc for comments.
 - ii. Priya: instead of FoM - do professors instead.
 - iii. Will have to determine a date.

7. Varia

- a. Mays: Covidopoly
 - i. Free online parody of monopoly. Can have unlimited players. How to video, 20 min games. Platform - teams or discord. 3rd & 4th years. Late december (23rd)
 - ii. Need to learn how to play - is it worth it?
 - iii. Priya: love idea, thinks it's worth learning it, fun. Concern: when exam season is over, I want to completely disconnect.
 - iv. Mahdi: good idea. Date: early January?
 - v. Yasmine: have projects due until the end of December.
 - vi. Hussein: like to join activities during exams.
 - vii. David: social events in December - too late to include in Dec newsletter.
- b. Student opt-in referendum
 - i. Very important. A vote to cast to change how function of an organisation.
 - ii. SSA have large student body and get large sums of money from student and an opt-in fee of 9\$.
 - iii. Wants us to have a similar thing, but students need to decide on this. WOULD give us some independence, but still will have to do budget reviews and have projected budget.

- iv. Also gives us the opportunity to register as RSG (separate referendum) in UOSU, can't do this while getting money from the Faculty. Could get un interconnected with other faculty student bodies. 9\$ per student.
- v. Need to discuss more with Victoria to look into the constitution, etc.
- vi. Yasmine: great idea, make announcement to students before hand.
- vii. Casey: Need to vote to see if we want to become RSG.
Radhika: second step, we can't become an RSG until we stop getting money from the Faculty. Pros and cons to being an RSG.
- viii. Mahdi: referendum - percentage or said amount. Don't know how SSA does this. Will speak to JLee about this after consulting with Victoria.
- ix. Hussein: register as RSG - we would be part of UOSU. Essentially yes, opens many doors for the future.

8. Motion to End Meeting

- a. Second: Mahdi
- b. Time: 6:58