

Thursday, August 8th, 2024 – 7:00pm on Microsoft Teams

TMMSA EXECUTIVE MEETING AGENDA

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

Absent: Julianne, Serena

1. Motion to start the meeting
 - a. Second: Ayesha
 - b. Time: 7:06pm
2. Approval of previous meeting's meeting minutes
3. Updates
 - a. VP Bilingual (Julianne)
 - i. Absent
 - ii. Worked with Lia and Emily on Trivia night
 - b. VP External (Jordan)
 - i. Creating sponsorship package
 1. Josh and Lia can help out
 - ii. Met with SSA regarding the BBQ that should be happening in two weeks
 - iii. Unsure of when it will happen, our VEMS booking is not currently working
 - iv. Need to wait until Sep for our VEMS to work so maybe the SSA will have to help with booking
 - c. VP Internal (Maryam)
 - i. Sent email info to Dr. Lee waiting to see if the emails went through
 - d. VP Finance (Josh)
 - i. Sent in our budget to Dr. Lee
 1. Didn't like the opt-in fee on the budget
 - ii. Supposed to have signing authority, in the process of setting that up
 - e. VP Academic (Abha)
 - i. Planning academic tell all event for welcome week
 1. People on the planning can add on to it
 2. Might start reaching out to some other students who took other courses to get more course insight
 - ii. Waiting on Faculty of Medicine awards review
 - f. Outreach Coordinator (Serena)
 - i. Helping with SSA BBQ
 - ii. Obtained many sponsorships for the BBQ
 - g. Promotion Coordinator (Tracy)
 - i. Planning sports day (booking Linda Lane) once we have a finalized day
 - ii. Planning to meet with Maryam to discuss merch in more detail
 - h. Recruitment Coordinator (Daniel)
 - i. Reached out to LTS director (Sue) to send a student up North to represent TMM

1. Sue is interested, they will meet to discuss it in detail
 - ii. A high school teacher is also interested in visiting Dr. Rudner's lab during reading for an LTS activity
 - iii. Daniel is coordinating these activities with Let's Talk Science to reach more high school students
 - i. Social Media Coordinator (Emily)
 - i. Working on trivia night
 - ii. Decided on a game of Jeopardy
 - j. Research and Careers Coordinator (Sahib)
 - i. No updates
 - k. EDI Coordinator (Omar)
 - i. Working on planning sports day
 - ii. Received hand-over package!
 - l. Senior Advisor (Ayesha)
 - i. Working on mentorship program
 - ii. Will message Adela that we will take care of the 3-4th year mentorship (Maryam)
 - m. ~~English Third Year Representatives (TBD)~~
 - n. ~~French Third Year Representatives (TBD)~~
 - o. President (Lia)
 - i. Working on Trivia afternoon
 - ii. Went to SSA meetings for BBQ
4. Jordan and Daniel Presentations
 - a. Daniel: Recruitment
 - i. Class presentations in the fall
 - ii. Aiming to hit many sciences courses
 1. Hoping to make a spreadsheet for us to sign up for some timeslots
 2. Will make a presentation and script for us
 3. Give students a QR code to scan
 - iii. Attend recruitment fair in Toronto
 - iv. Two open houses with uOttawa and their programs
 1. We can sell mini TMM merch as a fundraiser
 - v. TMM open house
 1. Will need a lot of Volunteers
 - vi. Hoping to collaborate with uOttawa clubs to promote TMM
 1. Conferences targeted for first and second years
 - vii. Let's Talk Science activities
 1. Volunteer TAs for the activities (ex. Rudner Lab activity)
 - b. Jordan: External
 - i. Oversees everything nonacademic related, manage all the council coordinators
 - ii. Laser tag (in RGN)
 1. Like the laser tag that was done in STEM by the SSA
 2. Reach out to SSA

- iii. Bacterial Paint Night
 - 1. Help from Adam Rudner or his students
- iv. Cooking session/sharing recipes in RGN
 - 1. Making pizzas, making mocktails, etc.
 - 2. Can be done in the student lounge
- v. Weekend trip to MTL/TORONTO/KINGSTON
 - 1. Like the MTL trips the SSA does
- vi. Fundraising: collaborations with RSGs
 - 1. Bake sales, game nights, paint nights
- 5. Welcome Week Updates
 - a. Lia hoping to meet week of 26th to check progress on the events
 - b. Trivia: gotten all the questions, figured out order of events, one hour of questions, hoping to have coffee and snacks so the students can mingle
 - i. For fourth- and third-year students (one fourth year per group)
 - ii. Prizes too!
 - c. Tell-All: hoping to meet with members to plan it in the coming week
 - d. Sports Day: thinking of doing Friday Afternoon (3-5pm)
 - i. Activities like soccer, frisbee, tug of war, spike ball, badminton
 - ii. Offer food like refreshments like Costco cookies, drinks
 - iii. Sign up for teams
 - iv. Alternative if it rains: 3-5pm, we can go to dooly's, laser tag, coyote climbing gym (will decide if the students pay or if we can cover some)
- 6. Choosing Everyone's Events
 - a. Jordan will work on this in his meeting with coordinators
- 7. Varia
 - a. Coordinators answer Jordan's LettuceMeet
 - b. Everyone answer Maryam's WhenisGood for Fall meetings
 - c. Have welcome week events ready to go or almost ready by next meeting
- 8. Motion to end meeting:
 - a. Second: Sahib
 - b. Time: 7:45pm