

Meeting Minutes

26 / 10 / 2017 • 4:45 PM • Locations: MEB 2100 (Windsor) & MSB105 (London)

ATTENDEES

President: Timothy Varghese	✓	Social Media Director: Robin Sawaya	A.
VP (Windsor): Aaron Wang	✓	LEW Rep (London): Sophia Moralis	✓
VP (London): Jonathan Hu	✓	LEW Rep (London): Katie Pezarro	✓
Secretary/Treasurer: Dominic Wang	✓	LEW Rep (Windsor): Crystal Leung	✓
Athletic Rep (London): Dillon Bowker	✓	Academic Director (London): Basmah El-Aloul	✓
Athletic Rep (London): Rachel McInnis	✓	Academic Director (Windsor): Connor Pepper	x
Athletic Rep (Windsor): Jarrod Zytner	A.	BCOE Director: George Kitching	✓
Merry Maker (London): Jordan Ho	✓	Class Historian (London): Philip Stamov	✓
Merry Maker (London): Kiera Harden	✓	Class Historian (Windsor): Erika Haberfellner	x
Merry Maker (Windsor): Felipe Teixeira	A.	Admissions Rep (London): Caroline Piccininni	✓
Merry Maker (Windsor): Jacob Im	✓	Admissions Rep (London): Meera Shah	✓
Social Rep (London): Heather Rotz	✓	Admissions Rep (Windsor): Amanda Stojcevski	✓
Social Rep (London): Alex Pittini	✓	Community and Charity (Windsor): Alex Martin	✓
Social Convener 1 (Windsor): Michael Cameron	x	Community and Charity (Windsor): Kawmadi Abeytunge	A.
Social Convener 2 (Windsor): Corey Parent	✓		

‘✓’ is present, ‘A.’ is absent having given notice, ‘x’ is absent without notice.

AGENDA

Name(s) & Position (estimated time)

- **President (10 mins)**
 - Follow-Up: Meeting Frequency
 - Next meeting: 2nd week of November
 - Follow-Up: Class Storage with Hippo Council
 - Follow-Up: Class Council Funding
 - Hippo updates only
 - Anonymous Polling
 - Class and Council
 - How do we respond to feedback?
- **Social Media Director (5 mins)**
 - Feedback: document on class facebook group
 - Update frequency? (currently every evening)
 - Any other useful information?
 - Something similar for the social group?
 - Weekly newsletter?
 - Is it useful or redundant at this point?
 - It might get lost / miss info announced during the week itself
 - Calendar
 - Get it started after exam
 - Update with academic deadlines
 - Social media
 - Idea: Humans of Schulich / 2021s
 - We will get to know each other (whether in London or Windsor)
 - Using Instagram (Erika in favor, Philip prefers something else, I think it's the most accessible platform)
- **Athletic Rep (5 min)**
 - Goat yoga charity money
 - Idea: Western Football game Nov 4 @ 1:00 PM
 - Tickets (\$10)
 - Possible collaboration with social reps
 - MedGames (Quebec city)
 - \$220 = 3 nights in hotel + meals + competing in events
- **LEW Reps (5 min)**
 - Monthly check-up surveys
 - Questions, response rate
 - ASIST Training
 - Seat switch on Fridays
 - Study skills talk

- **Secretary/Treasurer (10 min)**
 - Proposed bank account and how it works
 - Tag me or come talk to me if you have or need funds
 - Will begin posting meeting minutes & highlights; where would people prefer to have them posted?
 - Budgetpenguin
 - BUDGETPENGUIN
 - **BUDGETPENGUIN**
 - **Sadpenguin**
- **Social Reps (2 mins)**
 - Brief overview of upcoming events
 - Ask for promo and RSVP assistance from everyone in council
 - How are we doing? Any constructive feedback
- **Academic (2 minutes)**
 - BCOE update
 - Use your course reps
- **Vice President London**
 - Charity Committee
 - Figure out karaoke thing
 - Booze and food OK

MINUTES

- Pres
 - Meeting freq
 - Monthly; 2nd Thursday each month?
 - Conflict with some PCCM sessions in London (taking place in Vic hospital)
 - **Second Mondays of each month, 3:30PM**
 - Assess for how effective these are next month
 - VPs, pres, secretary/treasurer meeting every 2 weeks
 - Storage for class - with Hippo
 - Hippo's funding for class
 - Proposal: \$500 for each first year class
 - Anonymous feedback
 - How to address; VPs address class specific, and each role addresses role specific issues
 - Some can be brought to LEW reps before their meetings with the LEW
- Social media (absent)
 - Robin's FB document -
 - Positive feedback
 - Editable by anyone? - no let Robin take care of it
 - How often to update? - weekly, unless there's emergencies

- Create something in London's 'Fun with Friends' - no, since you can just use the Events tab on the 'Fun with Friends' group
 - Weekly newsletter
 - Basically the FB document, but in email format -> no sounds like too much
 - Addressing those who are not a part of Facebook group - send out an email, get their names; send resources to them as appropriate
 - Asana
 - Tim will be getting this set up
 - Humans of Schulich
 - Platform? Research on other med schools already implementing it
 - Link to the Schulich page?
 - Athletic Reps
 - \$180 raised from goat yoga
 - Attend Western semis, football Nov. 4th at 1PM
 - Tickets are \$10
 - Medgames
 - Quebec city this year
 - Role will be to support hippo athletics; e.g. bringing attention to the event in the class
 - The event's Paypal service was down for the event; promotion will occur after their system is back online
 - Fee: 220 for transport and hotel
 - One of the events may have to be missed due to conflict with social med
 - LEW reps (London)
 - Surveys will be going out soon - any feedback on the questions currently being asked?
 - Adding questions to get feedback on survey
 - Adding question about class attendance
 - Sending out an email with the surveys soon
 - Sending out the email to both campuses
 - Who is the survey intended for? <- it's a general check-in
 - Survey may be biased; those who do reply may be those who need help, or could be those who do not
 - Will bring back survey results to next meeting
 - Changes will be made to better identify
 - George: possibly adding Qs to the BCOE survey about mental health
 - Seat switch idea:
 - 2020's method: before class starts on Friday, music plays, everyone moves around for activity and to promote switching seats in the class
 - First one was not well-received, but in retrospect was more positive
 - Get the entire council involved, promoting the seat switch
 - Windsor? - not as essential, but will be considered; may be considered a nuisance since everyone knows one another
 - Katie will post details to get help organizing it for next week
 - Study Skills talk
 - Getting 2020s to talk about coping

- Panel-style
 - Will be taking place in about 2 weeks
- Secretary treasurer
- Social Reps (London)
 - Hocus-Pocus will be shown in the lounge
 - Halloween party - free cover before 11pm
 - Pre at Jacek
 - Halloween carving - sign ups closing tomorrow
 - Jon & Heather will be buying it
 - Groups of 3-5 per pumpking
 - During the lunch hour
 - Dressing up will be encouraged for Tuesday
 - End of block party - karaoke
 - Rented out 3 rooms (big ones); different music genres at each
 - Snacks will be provided
 - Booked for 7PM to start, though it is somewhat flexible
 - Windsor weekend
 - Windsor friends have arranged couches, etc. to sleep on rather than pay for hotel
- Academic
 - BCOE update
 - Response rate: 76% (lower than last year: 92%)
 - Deadline has been extended to midnight Friday
 - **Presented at PIC meetings - all course chairs present; helps future blocks, not just current ones**
 - Vs. one45 surveys - more for next year
 - Communicating to profs
 - Rather than mass emails to profs, email course reps instead
 - Unless its personal
- VP London
 - Charity committee - First meeting after blood block
 - Schulich swag - our chance to design will be in the Spring
- Final notes
 - If you don't come to meeting, make sure to talk to VP/president; especially now with once a month meetings
 - Total time should include estimated discussion time
 - 24 hour deadline for adding to the minutes