**DMSS Meeting #5 - Monday, January 11, 2016**

**Meeting Agenda**

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| https://lh6.googleusercontent.com/i1qlHyr3vOtpGH6hsKGwCsnuL7vLWgZvc9uRTPP1kspLSgzBPXvUvwT0bXjE_Rrko785YC7Y6HDcMGV-Olu5jm6g8LIPVnhRd05GIrgzLWV4eSmXjrH2xmvj7jJFEwqY-sn52ppA | **Dalhousie Medical Students’ Society**  **Meeting Agenda for 01-11-2016**  **6:00 - 7:30 pm**  Halifax: Room 2L7, Tupper Building  Saint John: Room 105, DMNB Saint John  Teleconference: 1-855-265-7143 **ext 18040** |

1. **Call to order**  Present: Kimberley Nix, Allison Hudson, Sarah Bryson, Russell Christie, Lucy Soudek, Amaris Hui, Priya K, Connor M, Kit M, Mike V, Jordan H, Justin P, John G, Colin B, Rebecca H, Alex H, Emily B, Mike MG, Henry A, Alexandra T, Katie L, Matt E, Sarah Tremaine

**Regrets: Leo Fares, (Mike MacGillivary proxy), Sophija Rans (Sarah Bryson proxy), Saptarshi C, Luke A, Tara M, Marissa L (Russell C proxy)**

1. **Approval of December’s meeting minutes**
   1. Moved by Alexandra Hudson, Seconded Mike MG
   2. Motion carries
2. **Updates & Approval of Officer Reports –** moved by Mike MG, Seconded by Russel C, motion carries

**Executive Members of Council (Voting)**

Mike MacGillivary (President)

* Attended meetings with Dean Anderson, Dr. Sutton, Greg McNutt & Christian MacNeil (re: kitchen reno), Tara Riddell (re: wellness initiatives)
* Attended Faculty Council, UMECC, Progress Committee Meetings
* Met with Dr. Sutton and Dr. Stewart to lobby for student names to not be displayed following single marginal pass or failure in the setting of a Progress Meeting
* Worked on presentation regarding Progress with Dr. Stewart
* Worked on report for an accreditation sub-committee
* Worked on various Wellness Week related tasks
* Rode Victoria Bentley’s coattails on a number of accreditation-related issues
* Met with students regarding the new library and asked for feedback from the Presidents of the other health professions to show that it is not just a med student issue

Justin Pyne (VP Internal)

* Tallied votes for the Euphoria Charity.
* In touch with Allison Kearns to discuss ticket pricing and printing
* Meeting set up with Rosemary Doubleday to get specifics on what is and is not allowed to take place in the Cohn on the night of the event. i.e. flamethrowers and fireworks
* In touch with Greg from the Grawood. Venue is secured. He would like an estimate on numbers, but this will be provided to him closer to the date.
* Spoke with Tyler Wheeler and he has agreed to develop the Euphoria program and posters. He did an excellent job with the Med Ball Materials.
* Spoke with Chris at Scotia Bank. They have agreed to help us out with ticket sales and will match all sales from the branch dollar for dollar, up to $5000.
* Waiting for information from Cohn before meeting with Euphoria Co-Chairs for each class year.

Matthew Ernst (VP External Sr)

* Alexandra has everything under control.
* Toronto Notes order soon.

Katie Lines (VP Medical Education)

* Meeting attendance
* Prep for next med ed meeting

Luke Armstrong (VP New Brunswick)

* Met with Assistant Dean DMNB to discuss strengthening of student leadership at DMNB
* Held first meeting for NB Med Student Conference 2016
* Initiated Student Project Funding Winter 2016

Kimberley Nix (VP Communications)

* Helped with promotion of upcoming events such as Dal Mun Conference
* Implementing new email system recommended by SJ - open to feedback where they hopefully are receiving fewer emails from me that don’t apply to them
* Implementing room booking changes as Brian Fischer asked (I can no longer book rooms with fees on behalf of someone else to minimize payment-related struggle)
* I had one day (Christmas Eve) where my email remained at NO NEW EMAILS (it was glorious)-that said, feel free to email me at any time with concerns, questions

Jordan Hirtle (VP Finance)

Russell Christie (Past President)

**Council Members (Voting)**

Alexandra Hudson (DSU Representative)

Colin Boyd (Sports & Wellness)

* Organized Dal’s trip to MedGames
* Organized Dal Med Winter Intramurals
* Planning Wellness Week
* CFMS Wellness Committee Teleconference
* MedLaw Cup Meeting

Michael Vaculik (Med 1 President)

Priya Koilpillai (Med 2 President)

* Attend special Progress Committee Meeting and Regular Progress Committee Meeting
* Helped plan Christmas Party
* Collected Clas Council Money

Russell Christie & Marissa LeBlanc (Med 3 Co-presidents)

* Organized food for Med 3's during PIER 2. Thank you for the monetary support. Very much appreciated.

Leo Fares & Austin Zygmunt (Med 4 Co-presidents)

* All is quiet as we continue rotations and prepare for CaRMS interviews!

Sarah Tremaine (Member at Large)

* Decorating the lounge for Med 4 Christmas Party

Allison Hudson & Sofija Rans (Global Health Liaison Sr. NS/NB)

* begun work with committee on position paper for ethically approaching electives with vulnerable populations
* Working with global health office to plan an event for IDS week
* Next global health hangout planned for Jan 25, 2016

Michael Fry (Research Representative)

Abi Thana (Humanities Representative)

* National “Celebration of the Humanities” Inaugural Conference at Dalhousie - Call for Abstracts has gone out and deadline for submission is January 31st, 2016. Conference takes place May 6-8th, 2016.

**Advisory Members (Non-voting)**

Alexandra Taylor (VP External Jr.)

* Distributed CFMS Communique
* Teleconference with CFMS reps
* Wellness committee
* Toronto notes

Tara Murphy (DMNB Treasurer)

Tyler Wheeler (IT Officer Sr.)

Jon Gale (Lounge Manager)

* Operation: put Goldschlager in everything was a mild success
* Inventory is still full of boatloads of borderline unsellable product…
* Correction of Strongbow price
* People bringing in outside liquor is an issue.

Sarah Bryson & Laura Faulkner (Global Health Jr NS/NB)

**Active Members (Non-voting, Attendance not required)**

Marissa LeBlanc (Past VP Medical Education)

* Attend curriculum meetings as required.

Lucy Soudek (Professionalism Representative)

Scott Haslam (IT Officer Jr.)

Saptarshi Chowdhury (Library Representative)

* Spoke with medicine librarian Melissa Helwig to see her views about how the new dual location Kellogg library is panning out.

Andre Pollmann (Dalhousie Medical Journal Representative)

* Meeting with Dr Anderson regarding support of DMJ
* Continued management of advertising and submissions in planning for Spring 2015 issue

Emily Burke (Doctors NS Representative)

Jordan Francheville (NB Medical Society Representative)

* Attended meeting and engaged in discussion around the planning of the 2016 New Brunswick Medical School Conference
* Met with NBMS Policy and Communications staff on a health care reform in NB
* Led DMNB Christmas Social planning and funding
* Attended Saint John Medical Society General Meeting

Jessica Pinkham (Medical Society of PEI Representative)

1. **Resolution of old business (tabled points of discussion)**

  Nothing to report

1. **New business**

A) Motions:

i. $7500 from DMSS toward the renovations to the lounge kitchen (lots of talking to accompany this ask) - *Mike MacGillivary*

ii. Design on the kitchen came back with $75 000, wittled down to $57 000 or nothing at all. Funds are coming from various sources but there is a mismatch. $15K from alumni 20K from Dean’s Office, still out $22K. Proposal of $7500, with 12-15K uncovered. $5000 Contingency with if this isn’t used, it goes back to $52 000 at which point only owe $8000, which Dean’s Office is planning to pick up if we recoup through other funding basis – will cover on 1 year loan basis.

John G: If we don’t go now, still out $4000 for the plan even though over budget. If we go now, dropped cost to a surface that is free, leftover from labs – high quality, antimicrobial. Decreased cost by $5000

Allison H: Is now tomorrow or this year

Mike MG: Would be tonight the construction could start this week

John G: It may be held but unsure

Mike MG: We could ask

Allison H: Looking at cost, I think it would be preferable if we brought this to the AGM, because cost could be higher. Should have student body vote.

Mike MG: If we don’t get fundraising, it would be $22 000

Allison: That’s a lot of money, I would like input from student body, also if it’s something that next year’s DMSS will be working on challenge

Sarah B: There has been some controversy in my class that this is being spent

Russell C: I agree, plus lots of use of the lounge and summer might be a better time

Mike MG: The project will take guaranteed 8 weeks, but they feel more 4-5 week

Katie L: I agree summer is a better time. If students don’t know what is going on, they are provided the minutes in multiple forms currently, and have a responsibility to read.

Sarah B: I feel it’s more that they want a say and it’s a lot of money.

Kim N: Change of roles in summer may confuse these

Russell C: Mike’s role continues

Alex H: We are sitting on a significant amount of money, and students might not be aware of these funds

Sarah T: How did the cost double?

Mike MG: WE were told our $30 000 budget was okay by faculty. Then, when we met with design team, increased. Labour time is unionized and material costs were priced. Came back with $75000 budget. Had to take out some items to reduce cost to where it is now such as a beam, shelving, etc. We didn’t have to move a vent/duct that was going to cost a lot, and hot water and counter top. That’s how we got from 75 to 50.

Russell C: Is this what we want?

Mike MG: yes, the things that we took out have been modified or can be changed in future years, we are getting increased lighting, storage and bar space still. Mainly esthetic cuts.

Priya K: I think we also need to make students aware that we are not spending money

Michael V: Sounds like the concern is with the quantity of money, while we are sitting on a lot

Priya K: We often don’t reach quorum to make these decisions at the AGM

Kit M: Is there any way around the facilities management costs?

Mike MG: Overstaffed union – can’t outsource without employing unemployed union members

Kit M: If we add something they can’t do, we might find a way around this

Russell C: How much is this?

Mike MG: as much as 22 thousand and as little as 7500.

Russell: I spent 15 thousand on multiple room renovations and these spaces are now well used, but it’s been an investment, I think an argument for it is that this may be too. As long as we aren’t paying more.

Mike MG: We are also now able to sign contract so it doesn’t go over

Allison H: We should be cognizant of transparency to the med classes, while our contribution is smaller, this will also limit our future support from our funding sources outside. We should acknowledge that this will influence asks for money in the future. I realize that students haven’t shown up in the past doesn’t mean we shouldn’t give them a voice in the future.

Amaris: Students don’t have a vote at the AGM

AllisonH: We could have a referendum

Michael MG: DMAA has funds that they a lot for student projects every year. Dean’s office is similar, but there will be a vetting process in the future. From these organizations, there will still be funding available in the future. At the AGM, yes students are able to vote, but they have given us their voice by voting us in here, and have given us their confidence to make decisions on their behalf.

Priya K: Sometimes, it is hard to provide money because projects don’t benefit all students. This is not the case in this project – the kitchen benefits all students.

Russell C: Why do we need the loan from the Dean’s Office?

Mike MG: We don’t need to.

Katie L: Russell, did you post $15000 for your project?

Russell C: We had $8-9000 from previous AGM, then we had project funding to work with approved in the budget for a few grand to play around with, which is what we used it for. It was in the budget line as money spent.

Mike MG: I’d like to change to $20 000, if Jordan H thinks we have this

Jordan: We have $45 000 in savings and $30 000 on top of this for insurance totaling $75 000 savings.

Motion by Russell, seconded by Matt. Approved

New motion: i. $20 000 from DMSS toward the renovations to the lounge kitchen (lots of talking to accompany this ask) - *Mike MacGillivary*

*Jon G: this will make this a functional space to serve food*

*Opposed by Marissa, Sarah, Allison, Leo,*

*Abstained by Justin*

*Motion Carries*

*Point: Now that we have money available, it can be ready to go for this Friday, should we start now?*

*Matt E: Will this be loud while in class?*

*Mike MG: Matt, there will be no jackhammering*

*Katie Lines: Can this be started over March Break?*

*Russell: Residents Union Living Library and Wellness Week are after March Break, can we get them to roll in during June?*

*Mike MG: Maybe!*

*Priya: Will the lounge be un-operational?*

*Mike MG: Kitchen half will be. Microwaves etc. will be. Sink will be downstairs. Pool/Pingpong will be operational.*

*Mike MG: I would like to get it done sooner rather than later to avoid unnecessary hold-ups that might creep up in the future (i.e., workers unavailable, etc.)*

*Katie L: Can we send out an information email*

*Mike MG: Yes, Dal Mun is here from the 12-14, they have Tupper Link, Lounge is not needed according to planners*

*Colin: We should be clear about bar events*

*Mike MG: We have already considered this, and Tupper Commons can be used in place of this*

*Colin: Let’s inform people of these changes*

*Mike MG: Sure!*

B) Points of Discussion:

i. Surgical Exploration & Discovery Program (SEAD) Funding

Myself and a group of Med 1s are looking to bring the SEAD program to Dalhousie Medicine. A similar program is in place at Toronto and uOttawa medical schools. It comprises a 10 day workshop consisting of shadowing all 9 surgical departments, surgical skills workshop, lectures, and evening events. Med 1 students can apply and the program will accommodate approximately 20 people. It will take place likely in early June - around the first two weeks of summer vacation. Currently we are trying to secure funding and I'm looking for funding help or suggestions on where we can obtain funding from DMSS. Our estimated working budget based on the programs at Toronto and uOttawa will be $10k - $15k. Thanks. --*Mike Vaculik*

*Looking for ideas and suggestions for how to go about this!*

*Kit: Half days shadowing in the OR and half days of skills workshops- similar thing $10 000 for 10 full days, I think ours could cost less, probably about half. Want to get pre-clerks exposure to surgery*

*Connor: We have talked to surgery interest group*

*Russell: What is money for?*

*Kit: Surgical grade cadaver ($500/cadaver), looking at smaller program expenses such as lunches. Some cost will be taken on my students to cover lunches etc. Big cost is skills/supplies.*

*Mike MG: 1) 20 people is your cap? Is that a space requirement*

*Kit: Don’t want to overwhelm divisions so taking 18, and where we are getting them to shadow every morning, it doesn’t make sense to do more. Want to keep it smaller for first year. Even Toronto only takes 20 per year.*

*Mike MG: so the 10K, is this a yearly cost?*

*Kit: yes. Dept of Surgery is able to contribute, total annual cost likely $7000*

*Lucy: How will you choose students*

*Mike V: Looking at fair and ethical selection project*

*Kit: It is hard to shadow all of the surgical specialities. Need to prove interest to be involved. Perhaps a lottery system*

*Henry A: who are these people involved?*

*Connor: Myself, Mike V, Kit, and approximately 5 others.*

*Henry: So you already have 8/18?*

*Kit: Core group of 3 of us doing the work, setting this up through my elective won’t be that just because you’ve been involved you get a spot. We have interest in our class.*

*Henry: So you’re the one core person?*

*Connor: Myself and Kit are taking this on.*

*Russell: Great idea. I heard that Alumni association has money, have you talked to Dr. Sutton? If 20 people are shadowing in summer will affect clerkship/scheduling just to think about.*

*Connor: Thanks, we will consider this*

*Kit: This is a big experience, we want students to contribute some of the money, want to look in neighborhood of 50-$100.*

*Katie: Making it non-prohibitive will be great. You need approval from us and from administration. I would be more comfortable with a finished budget.*

*Mike MG: You could also talk to Joan Sargent in med ed*

*Kim: What is the timing?*

*Kit: May to June*

*Justin: So this is geared towards a med 1 class*

*Connor: yes, med 2’s would run*

*Alexandra: is it easier to do a lottery? In case someone hasn’t had a chance to get exposure.*

*Connor: there will be both a lottery and interest based component*

*Kit: Meant to expose you to all surgical specialties, not to complete all the skills, program is a cool way to see some things related to what you’re interested in, but it’s more exposure based*

*Katie: As a mechanism to filter, could require an essay based on interest, having the requirement of an essay would show interest.*

*Connor: yes, something like $250*

*Katie: would have to blind responses to choose!*

*Kit: too early to decide everything, first need to get dates and money!*

*Jess P: Do you know how Toronto/Ottawa choose?*

*Kit: Ottawa is lottery,*

*Thanks for your input: all*

ii. Municipal/Provincial Lobby Day

Government Affairs and Advocacy Committee (part of the CFMS) is meeting with Dr. Tim Holland from the Halifax Refugee Clinic to start planning a lobby day. Two items he has proposed that we could lobby for: 1) Asking government for a full-time salaried doc to work at the clinic (refugee visits take 3-4x as long as a regular visit so docs lose money seeing these patients. Right now the clinic only has a handful of docs that work on a volunteer basis); 2) Asking for a fee code (billing code) for working with an interpreter. This could be used by primary care docs all across the province and would make it more likely that they would be willing to take on refugee patients. I am wondering what people think about these two proposals and whether anyone has any other ideas. Ideally would like to pick an issue that lots of students can get behind. --*Lucy Soudek*

*Lucy S: GAAC (prounced Gak) is a part of CFMS, planning municipal/provincial lobby day, people meet with MLAs, bring an issue to them. Last year, we had issues with tuition hike, this year hoping to do one. Working with Tim Holland on refugee help and he has organized these in the past. Very active in the Halifax Refugee health, what can WE do to help. He provided the above topics to consider. One is Halifax clinic specific and one is. Asking for full time salaried doc. My problem that this is a small but mighty project. I think we might be able to do even more. It’s achievable! The other goal is propose for a billing code for refugees. There has been talk, but no code. Same as when you see someone with a special needs such as diabetes that have extra time. I’m open to your suggestives.*

*Mike MG: I think this is great and topical. With the first point, is this only Syrian Refugees or all?*

*Lucy: We are expecting even more (400) new Syrian Refugees, already very busy with existing refugees*

*Kim: As someone from a rural community I love the idea of supporting Refugees outside of Halifax*

*Alexandra T: Would you also be working with NB, PEI?*

*Lucy: We could!*

*Alexandra T: You might have more power together.*

*Emily B: a lot of services are in HRM, more equitability represents both our doctors and our services*

*Amaris: There are lots of billing codes that aren’t being accepted, but where this is topical, we may have more power*

*Lucy: We have a lot of students and could have power to make change.*

*Kit: I think the first point is great. To the second point, are there fee codes for other groups? I think this could be great, but what will the extra fee codes would this create a problem such as for groups with disabilities*

*Lucy: There are fee codes already for special groups such as those with disabilities*

*Henry: With group 2, do we need to get Doctors NS involved?*

*Emily B: It’s the government that decides, but Doctors NS is negotiating and could support.*

*Henry: Could work with DNB, DNS to get some facts and work around an ask.*

*Lucy: Thanks!*

iii. Opinions on the new library

Myself and Saptarshi have been fielding student concerns regarding the new library in the CHEB. We want to solicit input from DMSS so that these issues may be brought to the Dean to see whether we can make changes to the library space that will better suit students (particularly medical ones) moving forward. -- *Mike MacGillivary/Saptarshi Chowdhury*

*-New library is beautiful with lots of natural light, but there are some serious issues.*

*-Please contribute points – letter to Dean Anderson and taking him through the library close to dusk to show the unusable spaces and issues with lighting.*

*-Dan took me through the library, he, Russell, Morgan showed a detailed plan to me of what students asked for, vs. what is here, and what would make it more useful for students.*

*1. Too many computers (especially too many PCs) – elimination to increase study space*

*2. Not enough study tables, too many chairs*

*3. Study tables present are too small – similar dimensions to old library would be ideal*

*4. individual lamps or new overhead lighting because lighting poor at night*

*5. motion sensored lights are annoying and problematic*

*6. Lights in corners are non-existant especially in alcove – becomes less useful at night*

*7. 24 seats in the “silent study space” – changing some other classrooms to bookable study spaces, or smaller desks with smaller study spaces to accommodate more people per space. We need more.*

*8. Desks with computers are too small for also having study space*

*9. While not losing desks, they are including seats in the classrooms which are locked*

*10. Cold – please increase heat*

*11. Access has been limited in evenings – please fix*

*12. Out of order computers shouldn’t be present*

*13. No automatic doors in certain entrance – problems for those with accessibility issues*

*14. Feels weird to not have books in same building*

*15. Two floors in upper levels might be used*

*16. We expressed these issues before, what can we do differently to be heard – answer mike and Russell: accreditation survey- communicate strongly here*

*17. Russell: in anticipation of this, Dean Marrie thought theater A after hour access might be a useable desks, well lit, good study desks. If we are temporarily strapped, would be an option*

*Justin: can we ask that the main common area be a quiet area*

*Mike: Meant to be collaborative space – noise carries in this library*

*18. Wall off some touchdown group spaces*

*19. Bring back tutorial room tables and chairs – too small in there now*

*20. Kit: corridor by bathrooms is weird zone – conversational tables next to the individual study spaces*

*Katie: Lots of feedback given, lots not absorbed*

*Henry: Wondering if some complaints are from other professions*

*Mike MG: Yes. Only dentistry has gotten back so far, we share these concerns- biggest is # of PCs and lack of study space*

*Plan is to approach Dean Anderson, him to approach the health professions, then to the president of the University.*

*Rebecca: Student Union Rep Alex, DSU can help us with this.*

*If you have other concerns: email Mike MG*

iv. *Mike MG:* Creation of New Position for Senate - Should this person also sit on Faculty Council? Currently in role of DMSS President (ex officio, non-voting), but since Faculty Council reports to senate, might make sense to have same student close the loop. Election process for mid-year election? ToR and Constitution?

*Russell C: I think we need to appoint someone until we can elect someone. I think if we don’t have a position we can’t officially make a role. Election into constitution or voted at AGM*

*Kit: Senate will have ToR about how these people are selected-should look for their advice*

*Kim: Make sure it goes out to all students if a volunteer position*

*Alexandra H: Will find start date to determine more information*

*V. Kim*

Scotiabank choosing funding for events - needs list - asking for your help

Mike MG: What are they asking

Kim: For a list of events to sponsor

Russell: Both branches talk, support us financially

C) Announcements:

i. FEAR Conference on Student Mistreatment, Friday from 3:00-7:00PM (Dinner included); Saturday from 7:30AM-12:15PM (Breakfast included)

ii. Progress Committee Info

Mike MG: Student name appear about Exam results – compromise reached on discussion. Students with Multiple marginal passes, fails or a combination of the two will have names appear. This will facilitate the Progress Committee tracking these students, which is what Progress is designed to do, track students who may be struggling academically or professionally for whatever reason and give them support when needed. Students with single incidences will only have exam ID’s used. Good for those that sit on progress, hopefully more fair for students.

iii. MSF event – Doctors without Border’s event – awesome talk, stay tuned for more information! 26th of January in the evening around 6-7!

iv. MARDOCs – maritime resident doctors living library – 15-20 residents take out the residents for short chat over coffee – scheduled for 9th of April.

1. **Adjournment**

Motion carried

