**DMSS Meeting #3 - Monday, November 23, 2015**

**Meeting Agenda**

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| https://lh3.googleusercontent.com/kjXHHMnXZumoWdYqVAKlNoMHou8H2E5woxHPbutKj8vRcLKgT3KodX4mmW0SQL2JNKKSdGHi9uiIyawuurjmYpiVI5J_AdK6twOB4_8urAKGqETDUQ5SJUG0hmA2BvfRbhw_vfhz | **Dalhousie Medical Students’ Society**  **Meeting Agenda for 2015-11-23**  **6:00 - 8:00 pm**  Halifax: Room 2L7, Tupper Building  Saint John: Room 105, DMNB Saint John  Teleconference: 1-855-265-7143 ext 17031 |

Present: Kim Nix, Allison Hudson, Katie Line, Andre Pollman, Jon Gale, Colin Boyd, Michael V., Justin Pike, Priya K., Leo Fares, Marissa LeBlanc, Alexandra Taylor, Alex Hudson, Abi Thana, Sarah Bryson, Sarah Tremaine, Henry Annan, Michael MacGillivary, Saptarshi C, Luke Armstrong, Russell Christie, Rebecca Haworth, Kit Moran

Regrets: Tara Murphy,

1. **Call to order**
2. **Dean’s address**

* **Ongoing and upcoming**
  + **MMI** – Thanks to all who participated! They went well. It’s a big job and it wouldn’t happen without the student’s input and cooperation.
  + **CFMS** –Dal is putting in a bid to host the national conference. The Dean would like to extend his/the school’s help in any way.
  + **200th anniversary in 2018**- first year students should be engaged as you will be senior students for this event. Opportunity to plan student led initiatives to make year special. Year of celebration of the Medical school also- 150th anniversary. Chad Purcell – is on the organizing committee.
  + **Strategic Planning for Faculty of Medicine-** looking at mission for medical school, direction for faculty of medicine (4 years because contract of his stay as Dean). What makes the work that we do beyond a collective of the teaching and research that is performed? Engagement, diversity, accountability, professionalism, community involvement – we want to include these themes and develop priority initiatives to move forward. You will be asked to complete surveys and Town Halls to gather your input. We are encouraging all to provide feedback!
  + **Monthly Dean’s Coffee** – brought up that there is a high focus on undergrad education issues. For example, the health mentors course, evaluation, IT concerns, and many more of a similar nature. I take these to the associate dean’s/faculty/staff for implementation. Dr. Sutton would like to also come to the Dean’s coffee to hear from people what the concerns are as they pertain to undergraduate education. This would not be to limit the conversation but rather to hear things directly from you. In the past, the associate dean has held town hall’s – they have been poorly attended compared to the Dean’s Coffee. I would like feedback on this. Dr. Sutton is open to attending or not attending if it is not deemed appropriate.
  + **Convocation dates** – not until June – 4th years have raised concerns as it is a week later than previous years. We would like to know if this should be changed for upcoming years. The challenge is dealing with Victoria Day.
  + **Refugee Opportunities**- As many may be coming through Halifax, medical schools students will have opportunities to step up and help these people with many diverse needs. Often, requests come out short notice for many people to help. Please stay tuned for these opportunities as they may arise.
  + **Congratulations to Kit Moran**- on his efforts for environmental change in Paris. We look forward to hearing about it!
  + **Time off policy-** Dr. Sutton has been trying to be flexible with time-off policy – Thank you !– this is a win-win and we want to support students (with sufficient notice) to make contributions and learning at a number of levels outside of the medical school.
  + **Security-** Events upcoming where we should take care to deal with security measures. Please bring issues through Mike (M) to my attention. We want to provide appropriate support and attention. For example, euphoria, and other campus-related events. We would like to communicate and be prepared!

1. **Approval of October’s meeting minutes**

* Motion to approve minutes: Allison H
* Seconded: Kim Nix
* Motion carries

1. **Approval of Officer Reports**
   1. Motion: Katie
   2. Seconded: Leo
   3. Motion carries
2. **Resolution of old business (tabled points of discussion)**
   1. Interest Groups - discuss items to include in Interest Group Definition and Funding Disbursement document -- Mike MacGillivary, President
      * Too many interest groups for funding (46 groups, $8000)
      * Overlap of interest group – ie. Limiting to CaRMs specialties for Lifestyles Night
        + ML- I don’t know, I think some other value added such as French Interest Group might be good
        + AP – Currently, Surgery IG covers several, but it would divide us to put into CaRMs
      * MMG – other universities have a more rigorous process for funding – perhaps we can look at the language
      * LF: Can you go through your whole document Mike?
      * MMG- yes. Some universities have a mandate, require this of interest groups. Also end of year reports detailing finances, funding, etc. Transition manuals for next years exec. No cap on # of interest groups. Ie. Some people are sitting on ¾ interest groups – perhaps we should limit to 2 executives. Funding doesn’t carry over – first 6 weeks are big in terms of organizing events where there are no texts – wrap around may be valuable. Right now no appeals committee for finances. We would like to formulate this. Funding approval would be VP finance, past president, treasurers of Med ½ class. Also maybe form a subcommittee to discuss.
      * LF: I think this is a good idea. I think IG’s have lost structure, vision over years. Surplus is due to unused funds from IG’s. We have been able to do some renno’s, but money is allocated that isn’t used for this purpose. 3 events a year would change this. However, I discourage stifling creative interest groups, for example the SRC. However, I also agree that some groups appear to overlap. Coordination would be key.
      * Allison H – non-academic could have a separate pot from academic groups. This seems like it would maintain creativity.
      * LF: Lifestyles were put into place as career exposure. I’m wondering if that should come from student affairs/career counselling- talk to Sharon Forward. I feel this is still an area we lack support in. I think this needs to come from a different source and have a different focus.
      * Allison H: Was the lifestyles night money gifted with a specific purpose?
      * MMG: I will check with Jordan.
      * PK: I think the money towards the evenings and the dinners is worthwhile especially if you’re asking them to come over a meal time.
      * KM: I see the overlap is a problem, but I also wonder about coordination support between groups.
      * MMG: I think we could point people in the right direction
      * LA: Here in NB, we call all student projects projects, and they are all the same. We have an early funding day with a plan, requests an amount and the committee criteria are experience, engagement with community etc, and they have until the next time to use the money and apply for a refund.
      * MMG I think it would be great
      * KN: I’d like to see a retreat-like group/meeting
      * MMG: I’m open to ideas and questions. Thanks!
3. **New business**
   1. Motion: When we have elections, candidates leave the room during the speeches of their competitors. This allows 1) the same question to be asked of multiple candidates and 2) candidates won't adjust what they say based on the speeches of their competitors. -- Colin Boyd, Sports and Wellness Rep
      * MMG: I think this is a great idea.
      * Seconded by LF
      * Motion carries
   2. Motion: The cleaning lady for the Med Lounge and the Link is really going above and beyond to keep our spaces clean. It would be great to give her $75 in gift certificates (i.e., Sobeys) as a thank you - just in time for the holidays.- -Mike MacGillivary, President

* Marked improvement in cleanliness
* Hard work
* Give something from DMSS Funds
* CB: I think this is a reasonable amount
* KN: I think this is her going above and beyond but feel weird about giving her a cash amount-perhaps a fruit basket/chocolate or something similar ?
* JP: I think this is reasonable (the $).
* Allison H: I think since we don’t know her, generic gifts might not be appropriate such as candy/chocolate.
* Motion Seconded by Alexandra H.
* Motion carries.
  1. Motion: $1500 for food for class of 2017 during their condensed PIER2 schedule -- Mike MacGillivary, President
  + ML: Our peir 2 schedule is 8am-8PM with no break- hoping to get some $ for food for us
  + VP NB will also be asked for funds
  + LF: I’d like to speak for this, it was very helpful as we were here all day. We would order this and eat it while participating in cases. This won’t be a problem moving forward as it will move to 2 weeks
  + KL: I think it’s a great idea but why DMSS funding
  + ML: Not UGME role to feed us
  + MMG: I’d like to speak to this also, we give funding to other classes for Euphoria etc and not Med3/4, grueling week, they deserve it! We do have extra cash.
  + Seconded by Leo
  + Motion carries
  1. Motion: Sponsorship for the AGM CFMS bid of $5000 for 2016 if successful host-- Alexandra Taylor VP External Jr
  + CFMS AGM bid being submitted
  + AGM is the only conference that the medical students can put in to host
  + Held in Sept.
  + 150 candidates, discuss position, policy papers, small group discussion on issues, keynote speakers etc.
  + Putting in a bid to host Sept. 2016. Due Dec 5.
  + Talking to you to see if you will sponsor us.
  + How will it benefit us?
    - We pay dues, this may allow Dal students to be more involved in conferences. Last conference we sent 9 people, mostly elected. We want to expose more students. Hopefully more executive members on CFMS, position papers authored by dal etc in future.
    - Letter of support from local, provincial, national level.
  + Would DMSS be willing to give $5000 if we host as sponsors?
  + This would allow us to do this.
  + $6000 normally provided for travel to/from/conference. With this money we could bring more people!
  + Any questions? Contact Alexandra Taylor.
  + MMG: I have the sponsorship info and will send out.
  + Alexandra Taylor: We need a number to provide
  + LF: Who have you approached for sponsorship
  + AT: Deans office, president’s office (both offered to write letters), DMSS, DMAA, HEALS, Molly Appeal, Waterfront development, DNS, Med Soc of PEI, Med Soc NB, CPSNS, NB, PEI, NB, NS, PEI college of family docs, Goodlife, global health office, others.
  + RH: DSU can also do this
  + AT: MD financial, tobacco, alcohol etc are off limits
  + LF: NS health authority might be worthwhile option too!
  + AT: we are putting in a great deal of effort
  + Allison H: What is a higher number that we can actually absorb?
  + HA: I think it’s great for NS to be involved which are very Ontario/western Canada-centric. Working with this committee, I think we will eventually have enough money to fund the $50 000. But will we have heard from all the sponsors? Likely not. If you can commit to $5000 that would be great.
  + KM: The VP finance should be speaking to this. Without knowing
  + AT: I want to know what you want to do and then put in a motion.
  + MMG: I’d like to know what we have to see what we are capable of?
  + AT: Can I put forth a motion?
  + MMG: Can we have this motion carried through electronic vote? Then Hirtle can send out an email with the position of VP Finance.
  + KL: I would be good with this if I have enough information.
  + KM: We could put in a motion for $5000 now and table the rest for later?
  + LF: How confident are we?
  + MMG: We are capable of $5000.
  + LF: I trust this. We can have another meeting for more at another time.
  + AT: I move that the DMSS will pledge a guaranteed $5000 for the 2016 CFMS conference bid.
    - Moved by Alexandra Taylor
    - Seconded by Katie Lines
    - Motion carries
  + AT: I move that after consultation with VP finance, the DMSS will host an electronic vote to be counted and submitted to Alexandra before the 4th of December for additional CFMS conference funds (up to an additional $5000 beyond the initial $5000).
    - Alexandra Taylor moves this

Mike MMG seconds the motion

Motion carries

* 1. Point of discussion: Placement of Student Affairs and Wellness Liaison (SAWL - formerly PIETA) Position within the discussion of DMSS -- Mike MacGillivary, President
* Tabled by Mike
  1. Point of discussion: Nomination of charity fund for Euphoria (from NB) -- Mike MacGillivary, President
  + JP: 5 charities up for nomination
  + Sent the terms of reference
  + Vote will go out to student body
  1. Point of information: Opening of new Kellogg library, movement of books, plans for the future -- Saptarshi Chowdhury, Library Rep
  + Changes in Kellogg Library
  + CHEB (Collaborative Health Education Building) – Learning commons on second floor – move in during January.
  + Closure for late Dec. Books for library are moving to CHAPTER HOUSE – adjacent to NS rehab
  + Study space – second level of the CHEB – Kellogg library learning commons – study space/rooms to be booked – will have study space here
  + Why are books and library separate? Because renovation of Kellogg
  + Once rennos are done, the bottom floor of Kellogg will house books. Upper will be office space.
  + Will be able to access this though the Link
  + LF: question about the two hour book loans, document delivery etc? –will be based out of chapter house?
  + SC: yes. Librarians will be in both Kellogg learnings common and Kellogg
  + KL: is study space similar to now?
  + SC: WE have rooms up to J currently (10 approx). When we move, there will be 8 rooms available. However, there will be some collaborative spaces with 6 chairs – 10 or 12 of these – first come first serve. There will be more computers so people can sit and study.
  + JP: Any photos?
  + SC: If you would like to see you can look from outside. Dec 1, There will be grand opening, maybe with food!
  1. Point of information: ISA survey progress -- Mike MacGillivary, President
  + Victoria Bentley, working hard as usual.
  + Med 1’s – Ahead – 82 people out of 110
  + Med 2’s - 78 out of 110
  + Med 3’s - 64 – let’s put out a plug
  + Med 4’s – 62 people - your data is very important as you have the most experience with the program.
* Wednesday at 11:59PM is deadline
* Please do it and encourage your friends to do it!
* KL: Where does this information go, how is it used?
* MMG: Faculty component called the DCI, compared to our ISA, based on this, accreditors can determined similarities and differences between student wants and needs and faculty awareness of these. 12 subcommittees to write reports that go to higher bodies.
  1. Point of information: The DSU announced that the Dalhousie Senate will likely be adding more student spots. If this is approved, Medicine will be granted one student spot on the Senate.- Alexandra Hudson, DSU Rep
  + Most likely going up to 20 students – we are hopefully one will be medicine. This person responsible for going to meeting every 2 weeks. Up to us to select person, likely incorporated to DSU also
  + KM: That’s a big job to sit on both!
  + AlexH: There is a meeting every 2 weeks, plus sub committee meetings. Kit’s right this is a lot to add. Likely a new position.
  + AH: When do we decide by?
  + AlexH: after approval. Likely Feb-May.

**6.    Next meeting date**

**December 7th, 2015**

**January 11th, 2016**

**February 8th, 2016**

**March 7th, 2016**

**April 4th, 2016**

**AGM –TBD**

**7.    Adjournment**