2015/2016 MSA Council Meeting #5 - Agenda  
Monday, January 4, 2016  
12:00pm-12:50pm, KATZ 1-080

A. Speaker’s Business (5 min.)
   1. Call to order
   2. Attendance
   3. Next Meeting Date - February 1, 2016 (KATZ 1-080)

B. Executive Reports (10 min.)
   1. VP EDUCATION official portfolio report and recommendations.
   2. PRESIDENT student talent venues impressions and discussion.
   3. Midterm Written Reports - See items below  
      i. Compliant: President, Vice Presidents (Administration, Community  
         Engagement, Education, Finance)  
      ii. Non-compliant: Vice Presidents (Student Affairs & External)

C. Executive Business (5 min.)
   1. PRESIDENT MOVES to finalize the adoption of the Vice President, Education  
      position into the MSA Executive as per the procedures outlined in the  
      Constitution.
   2. VP ADMINISTRATION MOVES to approve the MSA General Election timeline  
      for the 2016 MSA General Elections.  
      i. See timeline below.

D. Member Reports & Business (20 min)
   1. HEALTH AND WELLNESS SR. - remaining Balance Night fund appropriation  
      discussion.
   2. FACILITIES SR. MOVE to approve a budget of up to $2000 for the modification  
      of MSB 2-02 into a Mindfulness and Meditation room.
   3. SPORTS REPRESENTATIVES - Discussion on increased funding for various  
      sports events in January.
   4. Midterm Written Reports - See items below  
      i. Compliant: ACFP, Alumni Sr, AMSCAR, AMA Jr, Archivists Sr, Archivists  
         Jr, Class Rep 2018, Class Rep 2019, Communications Sr,  
         Communications Jr, Community Health Jr, Facilities Sr, Facilities Jr,  
         HSSA Sr, PAC Chair, Professionalism Sr, Professionalism Jr, SHINE Sr,  
         SHINE Jr, SOCOM Sr, SOCOM Jr, Sports Reps, Past President,  
         Edmonton Manual, Health and Wellness Sr

E. Question Period (10 min.)

F. Adjournment
   1. Attendance
      (https://docs.google.com/a/ualberta.ca/spreadsheets/d/1on5AEmMTgWDOgWfYAHEDIA0hM2ZPcy2sdI0WJHbk/edit?usp=sharing)
2016 MSA General Election Timeline

Election Talk – Q&A
*Monday, February 8 @ 12:00pm (noon) in KATZ 1-080*
Want to learn more about the various positions available? Come talk to the MSA Executive and general councilors about their roles and responsibilities.

Nomination Deadline
*Monday, February 22 @ 5:00pm*
Completed nomination packages *(page 2 or page 3)* must be submitted to the Chief Electoral Officer in person or to their Fishbox in the MSA Fishbowl (“Brandon Christensen”), unless other arrangements are made.

Campaign Period
*Tuesday, February 23 @ 6:00am to Thursday, March 3 @ 5:00pm*
Campaign materials may be posted in the appropriate locations during this time as per the campaign rules and regulations.

All materials must be removed by the end of the campaign period.

Platforms/Biography Submission
*Sunday, February 28 @ 12:00pm (noon)*
Candidates may send a maximum 200 word platform to the Chief Electoral Officer, via e-mail (msavpadm@ualberta.ca), outlining your platform and/or biography. Late submissions will not be included.

Speeches
*Wednesday, February 24 @ 5:00pm in ECHA 2-190*
*Friday, February 26 @ 12:00pm (noon) in KATZ 1-080*
*Monday, February 29 @ 12:00pm (noon) in KATZ 1-080*
Speeches will be open to the public and will be recorded on VODcast for voters to review at a later date. Speeches will be spread over three days based on position. Incumbent executives will be in attendance and will be asking questions.

Candidates should make every effort to attend the spot they are assigned, as no make-up sessions will be available.

Voting Period
*Wednesday, March 2 @ 9:00am to Thursday, March 3 @ 7:00pm.*
A voting link will be provided the morning of Wednesday, March 2 and will run concurrently with the University of Alberta Students’ Union Executive elections.

Results
*Monday, March 7 @ 5:00pm in University Hall (UNH) 2-100.*
Results will be announced at the Medical Students’ Association annual general meeting (AGM).

[1] Please note, the timeline may be modified at the discretion of the Chief Electoral Officer based on variability in room booking and unforeseen circumstances.
VP Education

PRESENTED TO THE MSA COUNCIL JANUARY 4TH, 2016

PRESENTED BY SCOTT ANDERSON
Background

- High time demand and workload
- Centralized information and enhanced institutional memory
- Improved communication (faculty, student, CFMS)
Duties and Responsibilities
Act as designate student representative to:

- Associate Dean of Curriculum and Director of Assessment & Evaluation
- MD Program Curriculum Committee
- MD Program Assessment Committee
- MD Program Evaluation Committee
- MedSIS User Group
- Any other committee, working group, task force, or similar body pertaining to education
  - Pre-clerkship committee
  - Clerkship committee
Duties and Responsibilities Cont’d

- Chair the Student Curriculum Committee and lead committee projects
- Act as coordinator and liaison for medical education projects within the MSA
- Communicate any information regarding student education affairs as deemed appropriate
- Maintain and update inter-year repository information, reports, and resources on medical courses and clerkship rotations
- Supervise and provide support to class council curriculum representatives
- Support and coordinate with other executives and their duties that pertain to student educational experiences; and
- Act as a servant of the Council and carry out the will of the Council
Faculty VP ↔ Education ↔ Student reps
Accomplishments:

- Daily Duties and responsibilities
- Establishment of Position
  - Faculty
  - MSA
  - CFMS
- Creation of guidance materials
  - Policy/procedure document
  - Transition document
  - Google drive repository
Recommendation

- Strongly suggest finalization of the VP Education position.
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Fatemeh Ramazani
Position: President
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or complete)
   - Increase student engagement with the MSA and the faculty
     - Contribute monthly reports to the FoMD newsletter, updating faculty on student affairs (complete)
   - Open the MSA retreat to all four years and turn it into a leadership development (complete)
   - Schedule regular meetings with deans at all levels in the Faculty of Medicine (in progress)
   - Work with faculty on the effectiveness of Leadership Forums and how they can increase clerk engagement (in progress)
   - Engage in constant communication with past MSA executive and council (not started)
   - Host clerk-centered focus groups and gauge more feedback through surveys (not started)
   - Oversee: the creation of a clubs policy, and planning of the CFMS AGM bid (complete - U of A won the AGM Bid!)
   - Plan a presentation with deans from all levels in the FoMD to describe the role of the MSA, discuss emerging issues, and develop goals for the coming year (complete)

2. Review your position description in the MSA Constitution, here.
   To do: List what parts of your role you have completed and what still needs to be done.
   - All parts of the constitutional roles of President have been completed, except assuming the role of past president upon completion of my term (May 1st)
3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

- **MD Program Committee** (Act as a student voice on decisions and discussions made concerning the MD)
- **MSA Council Meeting**
- **MSA executive meetings**
- **MD Program Representatives Meetings** (Chair a meeting that serves as a platform for class representatives to voice)
- **Faculty Associations and Deans Meetings** (Chair -Regular meeting of all FoMD student association presidents and deans that allows for discussion of overarching FoMD concerns)
- **Regular Meetings with the UME, LAW Office, and Office of the Dean**
- **CFMS President’s Roundtable** (Monthly Teleconference and in person meetings at the CFMS general meetings)
- **Students’ Union Council of Faculty Associations** (Bi-monthly meeting of all student association presidents in the U of A SU)
- **FoMD Residents’ Wellbeing Committee** (Meeting to discuss what residency programs and medical students do in order to ensure learner wellness)

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

- **Maintaining constant communication with the faculty and ensuring that all action items are acted upon**
  - I have helped resolve this problem by ensuring that minutes are taken at every faculty meeting and there is ample student communication in order to continue discussions after the meetings have ended
- **Clerk engagement**
  - Ongoing issue. We have begun to solve this by reaching out to clerks about issues individually, but we need to come up with a more sustainable strategy to make sure that their voice is heard
2015/2016 MSA Councilor Report #2 - Midterm

Name(s): Brandon Christensen
Position: Vice President (Administration)
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   1. Update the MSA website, clubs, pictures, etc. – (Complete and Ongoing)
   2. Preliminary update to MSA Constitution (Complete)
   4. MSA Facilities Preliminary Work - Lounge, Fishbowl, MSB office (Complete)
   5. Improve MSA Council function, meetings, and timing (Complete)
   6. Survival Guide with Communications (Complete)
   7. Steth Overhaul with Communications (Complete)
   8. Policy Implementation (in progress)
   9. Update the MSA website, clubs, pictures, etc. – (Complete and Ongoing)
   10. MSA Elections – timeline and room booked (Complete)
   11. Improve clubs system (Complete)

2. Review your position description in the MSA Constitution, here.
   To do: List what parts of your role you have completed and what still needs to be done.

   All of my roles are either currently in progress or complete (see above). The final role that still needs to be done is the award for activity which will be adjudicated at MedFormal. More information to come.
   Have also been working with Yiming from C2019 to fill vacancies from their class. We recently lost our Alumni Junior rep and will continue to assist with the filling of this role.

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   1. MSA Facilities Ad Hoc committee – planning for MSB 2-02 transformation.
   2. MSA Executive meetings – Weekly. Take minutes, assist the chair, contribute.
   3. COFA Admin/Finance – quarterly with David Ma.
   4. DDS/MD Student Leader Meeting – proxied for President Ramazani as she was double booked.

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   Some challenges reaching my contact within the UME as she has been away for the last month. This has led to delays in the UME monitor transformation project and the MSB 2-02 approval. We will still move forward with the budget passing at this meeting. I’m hoping my contact will be back in January.
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Julianna Deutscher
Position: VP Community Engagement
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).
   - Electives: 2 completed, 2 ongoing
     - Global Health Curriculum: had a meeting with Dr. Hillier, implementation in progress
     - Community Engagement Certificate: ongoing meetings with Dr. Konkin, in progress
     - Global Health Awareness Week: planning in progress
     - Collaboration with CFMS: ongoing, international elective position paper in progress

2. Review your position description in the MSA Constitution, here.
   To do: List what parts of your role you have completed and what still needs to be done.
   - Coordinate Preclinical Community Engagement Electives- 2 completed, 2 planned and sessions will take place in January/February
   - Deadline for International Elective registration is January 8th, pre-departure sessions are planned
   - Completed Human Rights Day awareness event
   - Will complete event for World TB Awareness day
   - Continuous work on implementing further global health curriculum and certificate

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.
   Dr. Konkin- Updates regarding Community Engagement electives, Global Health Awareness Week, International Electives
   Office of Education Abroad- Collaborating International Week and Global Health Awareness Week
   Dr. Hillier- Advocating for additional material on indigenous health, inclusive language, etc to curriculum

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?
   Collaborating between the Division of Community Engagement and the Undergraduate Office of Medical Education to ensure high quality medical curriculum regarding Social Determinants of Health and Global Health. I have regular meetings with both departments and continue to work on improving communication between the two.
2015/2016 MSA Councilor Report # 2

Name(s): Scott Anderson
Position: VP Education
Date: January 1, 2015

1. State your goals for the academic year and your progress thus far (i.e. not started, in

   Similar to my past report: This year my goals can easily be divided into two broad sections. The first is to establish a solid foundation for the VP education portfolio, as it is the first year that VP education has existed on the MSA executive counsel. The Second being represent and advocate for the University of Alberta undergraduate Medical students In areas of Curriculum, assessment, and evaluation.

   I am on tract to accomplish both goals. The faculty and student leaders are working well with the new position through verbal and email communication and the SCC. Also, I am just putting the final touches on the policy/procedure and transition documents I have previously mention for future VP education members.

2. Review your position description in the MSA Constitution, here.
   Junior: Describe your plan and timeline to meet the expectations of your role.
   Senior: List what parts of your role you have completed and what still needs to be done.

   Besides the every day workings of committees and advocacy, the specifics I am currently working on are the policy and procedure document as well as a creating a transition document for the position. This is very important given this position was recently created and guidance for future VP Edu’s will be very beneficial. I plan on having these documents completed 2 weeks prior to the elections this spring.

3. List any meetings you have attended between August 1 and November 1 and describe, in general terms, the purpose and your contribution.

   MSA executive committee meetings
   The student curriculum committee
   The faculty curriculum committee
   Evaluation committee,
   Assessment committee,
   Pre-clerkship committee
   Clerkship committee

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   To date there haven’t been any unresolvable problems. However, an important area of recent work was the release of the year 4 tract selections. The tracts this year are new and improved from past years, and students played a role in helping develop a schedule that is pedagogically superior and conductive to enhanced learning. It is good to hear that the overwhelming majority of 3rd years are very pleased with the new tracts.
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): David Ma
Position: VP Finance
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

I have complete the Student Union external audit for the 2014/2015 year. The VP Administration and I created bylaws to consolidate independent bank accounts created by student initiatives. These were a big problem as a considerable amount of money in these accounts were unknown to the MSA. Often they are forgotten and unused after the old representatives leave the initiative. I evaluated and distributed MSA-Faculty joint fund for the fall term. Finished collecting MSA fees from first year medical students.
In progress: 2015 Student Union external audit for August to December, reimbursing clubs and initiatives, regularly updating the financial statements, creating invoices, creating contractual agreements, managing loans made by clubs and initiatives
I have not started on distributing the MSA-Faculty joint fund for the winter term.

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

Completed: Prepare annual budget, submit financial records for auditing, administer and distribute joint funding.
In progress: Maintain financial records, timely deposit of funds, timely disbursement of MSA funds, supervise and direct the collection of MSA fees, oversee financial records of all MSA organizations, submit financial records for auditing, administer and distribute joint funding
Needs to be done: submit financial statement summary to the MSA council

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

Passed bylaw to prevent student initiatives from creating new bank accounts independent from MSA oversight. Also allowed for VP finance to audit independent accounts at any time and allowed VP finance to consolidate independent account into the MSA account.

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

Some of the joint fund applicants acted rudely and aggressively towards me after they found out they did not receive joint funding. I don’t need any assistance right now but I might in the future if it gets worse with subsequent joint funding distributions.

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2015/2016 MSA Councilor Report #2 -

Midterm
Name(s): Laura Soong
Position: Alberta College of Family Physicians Student Representative
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or complete).

- **Completed**: Co-ordinated funding for students from the ACFP to attend the PEIP and FMF conferences. Cheques to all funded applicants have been sent out and post-event surveys have been collected.
- **Completed**: Post-even report has been sent to the ACFP regarding student experiences at the FMF and PEIP. A recommendation on future funding has been provided.
- **Completed**: Determination of the ACFP Student Representative involvement in the Transition Board is now complete. The ACFP Representative will not sit on the Transition Board, however the Representative and students will be welcomed as observers to any ACFP meetings they wish to attend. A liaison relationship will be maintained to ensure continued involvement of the ACFP with the student body. Funding and student opportunities are to remain unchanged from previous years.
- **To be completed**: Co-ordinate funding for the ACFP ASA Conference in Banff for students attending the conference, and attend the conference as the ACFP Representative. While at the conference, attend the AGM and March Board meeting.
- **To be completed**: Organize the Winter semester event (Current Issues in Family Medicine, or a Skills Night).
- **To be completed**: Attend the Teleconference in January.
- **To be completed**: Attend one or more External Affairs meeting.
- **To be completed**: Recruit a new ACFP Student Representative for the upcoming MSA council and act as a supportive role to any students interested in the position.

2. Review your position description in the MSA Constitution, here.  
To do: List what parts of your role you have completed and what still needs to be done.

See above for ACFP Representative Roles and tasks completed and to be completed.

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

- MSA November and December meetings

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• No ACFP meetings have been scheduled during this time frame

4. Describe any challenges, if any, you've experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

• One challenge this upcoming semester will be to organize a new event in the Winter semester. In previous years, the ACFP Rep has organized two “Meet and Greet” events. This semester I plan to organize a different type of event to engage students in more clinically based sessions with family physicians.
2015/2016 MSA Councilor Report #2 - Midterm

Name(s): Kaley Donaldson  
Position: AMSCAR Representative  
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   So far all goals are completed. Ensuring AMSCAR runs smoothly in January is the main priority and the AMSCAR committee is busy with weekly meeting ensuring that all of the transportation, organization and planning is completed on time. We are currently on track for AMSCAR and there have been no difficulties thus far.

2. Review your position description in the MSA Constitution, here.  
   To do: List what parts of your role you have completed and what still needs to be done.

   1) be appointed by the AMSCAR Executive from amongst the senior executive, excepting when all members of the senior executive already sit on the Council, in which case a representative may be appointed from their second year committee;  
   2) report on the activities, conduct, and finances of the organizing committee, as directed by the Council; and  
   3) report to the organizers any relevant actions of the Council that may affect AMSCAR.

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   I have attended the weekly AMSCAR meetings and the MSA monthly council meetings. I have been present at the MSA meetings to ensure someone from the AMSCAR committee is present to answer any questions the council may have on AMSCAR’s progress.

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   So far I have not had any challenges and I do not require any assistance.

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2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Finola Hackett
Position: Junior AMA Representative
Date: December 19, 2015

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   Attend and provide relevant input at meetings: AMA CSA (Committee on Student Affairs), AMA RF (Representative Forum), MSA Council, 2019 Class Council – IN PROGRESS

   Organize annual events: AMA/CMA Benefits Talk – COMPLETE (Nov. 4), Meet the AMA President – COMPLETE (Dec. 4), Lunch/Dinner with Six – 1st COMPLETE (set for Jan. 14) 2nd IN PROGRESS (date not yet set)

   Contribute to ongoing projects: evolution of AMA advocacy mentorship program/student engagement sessions – IN PROGRESS, working with Senior AMA Rep, student input on AMA by-law review and governance reform (CMA resolution passed on increasing student engagement and voting rights, August 2015) – IN PROGRESS, collaborating with relevant Alberta and BC students on bylaw reform, encourage student engagement with AMA (ex. open committee positions) and other opportunities as they arise – IN PROGRESS, 2 students appointed to AMA Committees by MSA Council in December

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

   January 2016: set date for second Lunch/Dinner with Six (with AMA President)
   February 2016: attend second CSA meeting (Feb. 2), any prep and follow-up as needed
   March 2016: attend AMA Spring RF (Mar. 11-12), start to transition for Senior AMA Rep duties
   April/May 2016: attend third CSA meeting

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   Nov. 4 – AMA/CMA Benefits lunch talk – coordinated with AMA staff/ADIUM Insurance director Glenn McAthey, promoted to students, ordered lunch
   Nov. 30 – CMA MD Financial talk – helped MSA VP External coordinate promotion and set-up (although personally could not attend due to Provincial Lobby Day)
   Dec. 4 – Meet the AMA President lunch talk – coordinated with Dr. Carl Nohr’s assistant, promoted to students, ordered lunch

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   Nothing of note, things have been going well.

When finished, save as a PDF with the title MSAResport2_PositionTitle
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Michelle Hanbidge
Position: Senior Alumni and Sponsorship
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   Host the annual Fall Alumni Social - complete
   Help the Advancement Office with student volunteers for Alumni Weekend - complete
   Improve networking and mentorship opportunities between students and alumni - not started

   New goal since Report #1: Improve transition between Junior and Senior Alumni and Sponsorship Representatives - in progress (drafted transition document, but have yet to meet with Junior Representative)

2. Review your position description in the MSA Constitution, here.
   To do: List what parts of your role you have completed and what still needs to be done.

   My position description isn’t up to date here - I remember submitting a revised description to James, but can’t seem to find it now to refer to.

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   N/A

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   None new since Report #1

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2015/2016 MSA Councilor Report #2 - Midterm
Name(s): [Brock Randolph, Jeffery Wang, Hely Shah]
Position: [Archivists Senior]
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   The goals for the academic year are as follows:
   1. Create a list of recommended events to document
   2. Photograph the aforementioned set of events for the Yearbook
   3. Update transition documents for Senior Archivists position
   4. Archive any MSA documents or properties as required
   The goals are in progress, and will be accomplished at the end of current academic year with the end of all MSA events.

2. Review your position description in the MSA Constitution, here.
   To do: List what parts of your role you have completed and what still needs to be done.

   All parts of our role are not yet completed, and are in progress because the events to be photographed and archived are spread out over the year.

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   The MSA Archivists have attended all the Class Council meetings and MSA Council meetings. The purpose of our attendance was to contribute to any decisions pertinent to the general members who elected us, to the best of our understanding of the class values. Furthermore, our activities are contributing to documenting the first two years of our class’ memories. Finally, we also documented the Celebration of Teaching Awards.

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   None, between now and the last report.

When finished, save as a PDF with the title MSAReport2_PositionTitle
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Sarah Henschke, Monique Jarrett, Nathalie Kupfer
Position: Jr. Yearbook and Archivists
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   Not applicable. We joined the MSA late and are still trying to figure out our roles. We did not set any goals in Report #1 therefore we have nothing to add.

2. Review your position description in the MSA Constitution, here.
   To do: List what parts of your role you have completed and what still needs to be done.

   The majority of our role is ongoing and on an as needed basis. We have not had to create any slideshows or present any media at this time. We will be creating a database where photos can be organized and stored (still needs to be done). We did take photos at the Winter Concert.

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   We had a representative at the 4th MSA council meeting (December 7). This was the first meeting since being appointed to this position. We did not contribute greatly to this meeting from a Yearbook/Archivist position but did vote on motions that were brought to the table and passed.

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   The biggest challenge we face is deciding what the best mode of storage should be for all the photos. Ideally we would like the photos to be stored online, so if something happens to any hardware the photos are not lost. We also want the database to be accessible to all the members of our class so that they can upload any acceptable photos they have in a convenient way. We were thinking about a Facebook album based storage, or a GoogleDrive based storage. We also want to ensure that the quality of the photos is not compromised (this might happen with Facebook based storage). Any input on what the upper years did or suggestions would be appreciated. (We did talk with the 2018s, and they said they have a GoogleDrive set up, however we do not know how well that method is working out).

When finished, save as a PDF with the title MSAResport2_PositionTitle
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): James Welke
Position: 2018 Class Representative
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   Enable students and be available: in progress, ongoing
   Constitution Committee: in progress, wrapping up by Jan 16

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

   Reviewed and adjusted; I’m on the Constitution Committee, so most positions should be good to go.

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   Nov 2: MSA Council Meeting: represent 2018s
   Nov 4: Repro Focus Group: collect 2018 input on the block
   Nov 9: Student Curriculum Meeting: collect student rep info
   Nov 16: LAW+DDS meeting: get input from LAW on how to manage 2018 attitude
   Nov 19: PDG Meeting: clarify PDG rules for the 2018 class
   Nov 23: Meeting with Dr. Oswald re: MSK
   Nov 26: MSK Focus Group: collect 2018 input on the block
   Nov 26: MD Program Meeting: represent 2018s to the MD Program faculty
   Nov 27: Physicianship Meeting: represent 2018s to the Physicianship team
   Dec 15: Meeting with Dr. Oswald re: MSK
   Dec 17: MD Program Meeting: represent 2018s to the MD Program faculty
   Nov 27, Dec 15: Weekly MSK Meetings

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   Lots of meetings. Apathetic council members that require hounding. What else is new?

When finished, save as a PDF with the title MSAResport2_PositionTitle
2015/2016 MSA Councilor Report #2 - Midterm

Name(s): Aran Yukseloglu

Position: Year 1 (2019) Class Representative

Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   *In progress:* Currently, over the break, I am planning implementation of “Friendly Friday”, to begin in the New Year. Also, I will be setting up the “Time Capsule” for people to use. As such, both of those ideas are in progress, and will hopefully be complete shortly once the school resumes.

   *Not started:* performance/music compilation CD – currently this idea is still in planning. I hope to be able to organize the creation of a keepsake for the 2019 class, such as a CD of performances by the many musical talents it contains.

2. Review your position description in the MSA Constitution, [here](#).
   
   **To do:** List what parts of your role you have completed and what still needs to be done.

   *My role is the following:*  
   a) represent the class to the MSA Council and vice versa;  
   b) liaise between the Faculty of Medicine and Dentistry and the class; and  
   c) complete tasks as directed by the MSA Council or the Faculty of Medicine and Dentistry  

   *All of these parts of my role are ongoing, and I am completing them through discussion with classmates, meetings and communication with the Faculty and other bodies, and attendance of MSA Council Meetings.*

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   MSA General Council Meeting - November 2nd, December 7th – represent my class and vote on issues  
   MD Program + Reps Meeting - November 26th, December 17th – discuss class concerns with the Deans  
   MD + DDS Students Reps & LAW + Wellness Meetings - November 17th – discuss wellness concerns with the LAW office  
   Triple I Focus Groups - November 4th, November 27th – provide curriculum feedback  
   Student Curriculum Committee Meeting - November 9th – discuss curriculum changes and provide feedback  
   2019 Class Council Meeting - November 13th, December 14th – finalize class finances,  
   Meeting with Dr. Lewis - November 13th – meet with Dr. Lewis for official introduction and discuss class concerns  
   Meeting with Dr. McNab for Endo Block Discussion – November 23rd – discuss curriculum and expectations for Endo Block

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   *Challenges have been determining what issues to bring up, along with my Professionalism and Curriculum Reps, in the meetings with the MD Program + Reps. We are trying to determine who should best speak on certain issues, and whether or not some issues are worth bringing up in the context of all of the upper year representatives and deans. We resolve this issue in an ongoing manner by discussing our issues and planning how we will approach the meetings, as well as asking upper years members in these meetings for guidance of what is most applicable. No assistance required.*

When finished, save as a PDF with the title MSAReport2_PositionTitle
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Asha Varughese, Emma Hjartarson
Position: Junior Communications Officers
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).
   - Ensure that The Steth continues to be prepared and sent out to all students on a weekly basis (in progress)
   - Ensure that the MSA Events Calendar is accurately updated on a weekly basis (in progress)
   - Take minutes at MSA Council meetings (in progress)
   - Produce the Survival Guide for the incoming class of 2020 (not started)
   - Provide assistance with other tasks as necessary

2. Review your position description in the MSA Constitution, [here](#).  
   **To do:** List what parts of your role you have completed and what still needs to be done.
   - The Steth and MSA Calendar will be updated weekly during the academic year with each of the four communications officers handling these responsibilities on a rotating basis
   - Record meeting minutes and voting outcomes at each MSA Council meeting (the specific officer taking the minutes will be decided depending on the circumstances of each meeting)
   - The Survival Guide will be produced between May and August 2016 after receiving more training from our senior officers
   - We have not yet heard about details for advertisements solicitation for MSA publications, but we are aware of this responsibility and will carry out this role as necessary when we receive more information

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.
   - MSA Council Meeting (November 2) – Addressed MSA business, and recorded meeting minutes and voting outcomes
   - MSA Council Meeting (December 7) – Addressed MSA business, and recorded meeting minutes and voting outcomes

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?
   - So far we have not encountered any major challenges
   - We want to make sure that our work in this role is valuable for our peers, so we welcome any feedback on how we can better serve in this role
   - We feel that the most important aspect of our role is ensuring that we complete our current tasks in a timely and thorough manner, so that is our first priority
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Jaskiran Sandha, Savita Rani
Position: Senior MSA Communications Officers
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or complete).

COMPLETE: Transition of skills/knowledge regarding production of weekly Steth newsletter & MSA calendar with Junior Communications officer has been successful, leading to equal sharing of production responsibilities (i.e. Jr officers are able to completely produce, on their own, the weekly newsletter and calendar)

IN PROGRESS: Transition of skills/knowledge regarding production of MSA Survival Guide will be completed closer to the end of the school year, as timeline for Guide production begins at that time.

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

1) Production of survival guide – completed August 2015
2) Solicitation of advertisements for MSA publications – ongoing task throughout school year
3) MSA calendar – ongoing task throughout school year
4) Ensure that MSA events and news are conveyed via appropriate means – ongoing, though progress has been made in reducing redundancy/load of emails by promoting use of the Steth
5) & 6) Regarding Council meeting minutes/votes – ongoing; standardized template provided by MSA Exec has been useful; recording responsibilities are being shared between Jr and Sr officers
7) The Steth – ongoing; continuing to use newly designed template
3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

*No national/provincial meetings attended.*
*Attended monthly MSA council meetings, recorded minutes/council votes.*

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

*No particular challenges to note at the moment. As was mentioned in the previous report, the transition process in the 2014-15 school year between Jr and Sr officers regarding the Survival Guide was not sufficient, and we are planning on providing more extensive transition for the current Jr officers.*
2015/2016 MSA Councilor Report #2 - Midterm

Name(s): Kirsten Puznak, Asha Lal
Position: Junior Community Health Reps
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).
   
   **Completed** – “What’s Your Type” Event; Fundraising for class cause: Candy grams; Flu Shot Campaign; Trick or trEat (Food bank)

   **In progress** – Blood Drive (Win Phlebotomy bowl!)

   **Not started**: Fundraise for class cause: Bar nights (Billiards, potential limo ride), coffee grams, pie-in-the-face Pi day
   Sun Safe presentations – this spring

2. Review your position description in the MSA Constitution, here.

   **To do**: List what parts of your role you have completed and what still needs to be done.
   
   Flu shot campaign: Oct.-Nov. (Completed.)
   Trick or trEat Campaign – Oct. 31. (Completed.)
   Blood drives (2 Completed. – Early November, December.) Will continue organizing blood drives throughout the year (every 1-2 months)
   Fundraise for Class Cause (Youth Empowerment & Support Services) - have completed Candy grams (Raised $120.35). Will continue to fundraise throughout the next semester.
   Begin working on Sun Safe presentations in 2016.

   We are also collaborating with the GHHS Reps to plan a film festival and an event at the Youth Emergency Shelter

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   MSA Meetings
   Class Council Meetings
   Biweekly meetings with Sr. Reps to discuss roles and timeline and brainstorm new ideas.
   Meetings with Junior and Senior GHHS Reps to plan fundraiser timeline for Class cause

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   Some difficulty encouraging attendance for blood drives. Will work to plan well ahead of time for dates that work well in the majority of students’ schedules. Will also try to coordinate small social events to occur before blood drives to encourage attendance.
   The senior reps have been helpful so far when we have needed minor support or advice. We do not currently require any assistance from the MSA Council.
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): [Nikhil Raghuram
Position: [Edmonton Manual, Editor in Chief
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or complete).

   In the New Year, we will begin working on the 5th edition, laying the foundation for efficient use of time and resources for editing the manual. We have taken marketing the book on Facebook and we have made OSCE videos with the help of Dr. Daniels.

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

   N/A

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   We had a meeting in the first week of December to review the changes made to shipping and marketing of the book, we also discussed the role of the marketing editor. We also reviewed the years progress and the upcoming tasks in the new year.

4. Describe challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   No challenges yet, no assistance required yet!
2015/2016 MSA Councilor Report #2 - Midterm

Name(s): [Sharon Feng, Duncan MacIver]
Position: [Facility Reps, Senior]
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   Revamp space usage with FRep Juniors and MSA
   • In progress- MSB 2-02, MSA Office, ECHA Office, ECHA Storage, Katz Closet
   • Complete- Reorganize MSA Lounge and Fishbowl (labels)
   • Complete- Maintain a scrub free locker room!

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

   Completed/Ongoing: Managing FUME budget/listening to student suggestions, Maintain student spaces, Manage student mailboxes
   
   Still need to begin: None

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   Tues Dec 8- Meeting with MSA for Mindfulness Room
   Thurs Dec 17- Facilities Meeting/ Winter CleanUp

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   As of now, no major difficulties have been encountered by the facilities reps. No assistance is presently needed.
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Kate Faulder & Jonathan Hesje
Position: Facilities Representatives Jr.
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).
   - Help the Sr Facilities Reps and VP Administration to rearrange and organize the student spaces—**IN PROGRESS**
   - Help the Sr. Facilities maintain the student spaces—**IN PROGRESS**
   - Labeled the new 2019 mailboxes in the FishBowl—**COMPLETED**
   - Did a larger pre-Christmas break clean up of the student spaces—**COMPLETED**

2. Review your position description in the MSA Constitution, [here](#).
To do: List what parts of your role you have completed and what still needs to be done.
   - Everything seems to be in order

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.
   - Multiple meetings with the Sr Facilities to organize our cleaning schedules and to get debriefed on our roles as Jr Facilities.
   - Multiple meetings with the Sr. Facilities, VP Administration and President regarding the rearrangement of student/storage spaces.
     - Early plans for MSB 2-02 as a student wellness room
     - Moving around the storage in MSB 2-02 into the ECHA office

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?
   - Nothing to report as of yet.

*When finished, save as a PDF with the title MSAReport2_PositionTitle*
2015/2016 MSA Councilor Report #2 - Midterm

Name(s): Calvin Tseng
Position: HSSA Rep Senior
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or complete).
   - Currently working with the JWS Library committee. Sent a survey regarding student usage of the library, as well as considering whether investing in a MCCEE question bank would be worthwhile for students as compared to extending library hours.
   - Assist with HSSA activities.
   - Independently held an inhaler with the Faculty of Pharmacy and the Pulmonology club.

2. Review your position description in the MSA Constitution, here.
   To do: List what parts of your role you have completed and what still needs to be done.
   Complete:
   1) represent the MSA to the HSSA;
   2) report to the Council and to the Executive on the activities of the HSSA;
   3) provide support to relevant members of the Council for activities related to allied health personnel;
   4) serve on the Medical Sciences Library Committee and report to the Council and Executive as to the conduct and activities thereof; and
   5) disseminate information relating to any of the health sciences to and from the student body, any faculty, or any similar organization.

HSSA meeting: Take information to students and ensure dates work with medicine schedule.
JWS meeting: Evaluate student resources, decide whether to implement extended hours, argue for resources such as question banks.
Class Council meetings: Participate.
MSA meetings: Participate.

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?
   Difficulty distributing JWS library survey to entire class.

When finished, save as a PDF with the title MSAResport2_PositionTitle
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Justin Khunkhun
Position: PAC Chair
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   *Completed as Political Action Day has been held successfully.*

2. Review your position description in the MSA Constitution, [here](#). To do: List what parts of your role you have completed and what still needs to be done.

   *Must select delegates to attend Federal Lobby Day in February in addition to attending myself.*

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   *Multiple PAC meetings throughout the month of November to plan for Political Action Day. I believe I also attended an External Affairs Committee in November as well, chaired by the VP External.*

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   *Planning and executing Political Action Day and the associated Training Day was challenging due to size and scope of the events but I was able to manage the task successfully largely due to assistance of PAC members. In addition, the U of C PAC reps, John and Amy, and I were able to establish a strong working relationship that enabled us to divide up tasks and coordinate successfully. No assistance is required at this point in time.*
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Jillian Karpyshyn & Orysya Svystun
Position: Senior professionalism reps
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   We have successfully acted as a resource for professionalism concerns throughout the year. Additionally as the chair of the Student Professionalism Committee, Jillian is successfully leading the committee through their intended year project. This project is still in progress

2. Review your position description in the MSA Constitution, here.
   To do: List what parts of your role you have completed and what still needs to be done.

   We successfully refined our position description for both the MSA and class council constitution to make them look more similar. We have been and continue to be a resource to students for professionalism issues, Orysya sits on the faculty professionalism committee and Jillian is chair of the SPC and we both sit on the SPC. We have been available to the 2019’s for professionalism concerns and continue to mentor the 2019 reps. We also added a description about heading the Party like a Pro. As this is a 1st year professionalism rep job, we plan to mentor the 2019 professionalism reps in their new job

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.
   Student Professionalism Committee meeting: We worked on refining our constitution, discussed professionalism issues within our class and put more work into our year project
   MD program and reps monthly meeting: We did not contribute any added information to this meeting because there has been no professionalism issues that we found necessary to communicate with the MD program

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?
   No problems to report
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Natalia Binczyk and Cary Ma
Position: Professionalism Representatives Junior
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

1) educate class on the roles of the professionalism representatives (complete)
   a. sent out a letter to introduce Class of 2019 to the roles of the professionalism representatives

2) provide class with different methods to voice concerns (always in progress)
   a. created an anonymous feedback form
   b. continue encouraging students to approach us in person
   c. receptive to emails

3) rewarding colleagues that demonstrate outstanding professionalism (in progress)
   a. “Professionalism Props” (to be launched in Jan.) will allow students to recognize their peers for exceptional professional behavior.

4) collaborate with involved parties to improve Party Like a Pro presentation (completed, for the most part)
   a. All involved parties introduced their responsibilities regarding “Party like Pro” into their constitutions. Continuity of “Party like a Pro” is relatively secured. Collaboration with all involved parties will be in progress throughout the upcoming years.

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

We continue to be a resource to students within Class of 2019 and the MSA. We attend and contribute to the meetings listed in the Constitution, and work on initiatives designed to promote professional behavior within our class and the MSA. We worked with the Sports Representatives to approve hockey jersey name bars.
To do: Approve class names and soccer jersey logos for the class of 2020, once they’re available. Divide second year responsibilities towards the end of the academic year.

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

MSA Council Meeting #3 – Nov. 2. Discussed MSA business.
Student Professionalism Meeting – Nov. 4. Discussed revisions to the constitution, talked about an idea for the professionalism yearly project, as well as Party like a Pro continuity and our role in it.
Class Council Meeting – Nov. 13. Discussed block coordinator gifts, peer coordinator gifts, class financials, and candidates for unfilled class council positions.
FoMD Representatives Meeting – Nov. 26. Provided feedback regarding Class of 2019 to UME.
FoMD Representatives Meeting – Dec. 17. Provided feedback regarding Class of 2019 to UME (focused on the need to introduce a positive outlook on professionalism).
Student Professionalism Committee Meeting – Dec. 17. Discussed a new initiative “Professionalism Props” and finalized a revised constitution.

When finished, save as a PDF with the title MSAReport2_PositionTitle
4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

We thought it was necessary to promote a more positive outlook on professionalism within the Class of 2019. We talked with Dr. Gourishankar about including examples of students/faculty, who demonstrated exceptional professionalism, in her presentations on professionalism. We collaborated with other professionalism representatives to design a project “Professionalism Props” that will allow students to recognize their peers for professional behavior.

Senior Professionalism Representatives are excellent in providing us assistance when it’s needed. Thus, we do not require any assistance from the MSA Exec or Council at this time.
2015/2016 MSA Councilor Report #2 - Midterm

Name(s): Daman Goondi
Position: SHINE Representative, Jr.
Date: January 2, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or complete).

   My three goals as a SHINE Jr. Rep were to (1) increase awareness of the multidisciplinary setting and the opportunity to be involved in care of vulnerable populations (2) to increase medicine's involvement in the SHINE organization and (3) promote interdisciplinary work along with HSSA representative. During the first SHINE Education Day, three first year medical students attended and joined the initiative. I was able to garner more interest for the next education day being held in early-mid January by sending out a class email. My first two goals are currently in progress. My last goal will continue once the volunteers are fully organized and implemented into the outreach.

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

   Our main goal of involvement of medical students in SHINE and assisting SHINE run its operation is in progress, and being achieved via the past & upcoming SHINE education days.

   My personal goal of promoting interdisciplinary work: leading a pulmonary club workshop with pharmacy and medical students

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   MSA Council meetings in November and December - MSA monthly updates
   SHINE Friday Night Challenge in November and December - participating in SHINE's weekly outreach program at iHuman Youth Society
   Global Health retreat - getting to know other members involved in various global health initiatives under the MSA and VP Community Engagement (Julianna)

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   I have not experienced any major challenges with this role, and should there be a problem where I may need assistance, my first step would be to talk to the senior rep and go from there.
2015/2016 MSA Councilor Report #2 - Midterm

Name(s): Jane Yang
Position: SHINE Rep, Sr
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

The volunteer recruitment was completed for September, and now new recruitment for January has began. I have been in touch with the director of SHINE to help recruit volunteers from med faculty.

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

Continue with the updates of SHINE activity.

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

Along with the other members of community engagement, I am helping out with the global health awareness week that is coming up. I attended the group retreat on December 7th (community engagement team).

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

No challenges

When finished, save as a PDF with the title MSAReport2 PositionTitle
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Bailey Komishke
Position: SOCOM Senior/2018
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).
   - SOCOM has updated their constitution to include the role on the Party Like a Pro (PLAP) Committee as part of our duties from now on.
   - We have been continuing to plan regular social events (drinking and non-drinking), to continue into this semester.
   - Mexico is still on track for leaving on Reading break and SGS risk management forms are being submitted this week.

2. Review your position description in the MSA Constitution, here.  
   To do: List what parts of your role you have completed and what still needs to be done.
   - Med formal is our main project of second term and we are starting to plan this event in January (it will take place March 5)
   - All other duties in the constitution surround ongoing social events, which we have been on track with.
   - We have not yet been asked to officially report our finances but VP Finance David Ma has ongoing access to our bank account

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.
   November 17 – Year 1&2 meeting for updates

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   Completing the SGS forms for high risk events is always a challenge.

   If the VP Student Affairs and/or VP admin could create a Emergency Action Plan or Risk Assessment Plan for event categories commonly planned by Med students (sports events, drinking events), this could be very helpful for us to be able to complete this application process in a reasonable time.

When finished, save as a PDF with the title MSAResport2_PositionTitle
When finished, save as a **PDF with the title** MSAResport2_PositionTitle
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Mack and John
Position: Sports Representatives
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

   Increase Icebowl turn out and have successful event- complete
   Organize ski-trip- need to fill 5 more spots, otherwise complete
   Interphase- looking at booking ice
   Winter Classic- looking at booking ice
   Increase interclass sports events- in progress
   Interclass Basketball Tournament- facilities booked

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

   - Icebowl has been completed and organized
   - Interest in Med Games has been low in past, but in touch with organizers
   - No problems to date with the class Sports Representatives needing our help

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   MSA Council Meetings- members of MSA council

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   Insert description here.
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Samantha Lam
Position: Past President
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or complete).

   Ongoing support of UME and MSA projects. Provided feedback to the AFMC portal issues on a recent national survey.

2. Review your position description in the MSA Constitution, here.
To do: List what parts of your role you have completed and what still needs to be done.

   Reviewed and submitted edits

3. List any meetings you have attended between November 1 and December 31 and describe, in general terms, the purpose and your contribution.

   Student representatives meeting- 3rd year feedback on assessments and evaluations; areas of clerkship improvement and areas of excellence. Anatomy session with the AV equipment was very well received.
   UME clerkship committee- subbed for VP Education and 3rd year Curriculum Reps; directors discussed keeping track of evaluations and assessments and absence policy, nothing voted

   Doing rotation at other sites and consequently unable to attend most lunch hour meetings

4. Describe challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

   n/a

When finished, save as a PDF with the title MSAResport2_PositionTitle
2015/2016 MSA Councilor Report #2
Name(s): Meagan McLavish & Brandon Lieu
Position: Student Health & Wellness Reps (Senior)
Date: January 3, 2016

1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or compete).

<table>
<thead>
<tr>
<th>Goals</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organize regular wellness &amp; physical activity sessions</td>
<td>Wellness activities brainstormed. First session (support session) planned for January – February. Second wellness session will be planned for later in the year. Physical activity session held in November and 6 sessions planned for January - February (in conjunction with Top Condition Mission). Received funding from Joint Fund for physical activity sessions.</td>
</tr>
<tr>
<td>Plan “Balance Night”</td>
<td>Balance Night was held this year on Wednesday December 2. We had 90 students come out to the event. They participated in a pot luck, in small group discussions with about a dozen physicians/residents, and participated in breakout wellness sessions (drumming circle, nutrition workshop, dance, yoga).</td>
</tr>
<tr>
<td>Introduce “Support Sessions” (based on Queen’s program)</td>
<td>Contacted Queens for feedback on their program. Contacted LAW office to have psychologist Jaleh facilitate first session (as per student request at October MSA meeting). Will be scheduled for January - February.</td>
</tr>
</tbody>
</table>
2. Review your position description in the MSA Constitution, here.

**Junior**: Describe your plan and timeline to meet the expectations of your role.

**Senior**: List what parts of your role you have completed and what still needs to be done.

<table>
<thead>
<tr>
<th>Roles</th>
<th>Progress</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) coordinate the activities of the class Health and Wellness Representatives;</td>
<td>Ongoing</td>
</tr>
<tr>
<td>2) liaise with other medical schools regarding their health and wellness initiatives;</td>
<td>Completed &amp; Ongoing</td>
</tr>
<tr>
<td></td>
<td>- Member of CFMS National Wellness Committee</td>
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<tr>
<td></td>
<td>- Attended monthly CFMS teleconference</td>
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<td></td>
<td>- Sought feedback from Queens on their support sessions</td>
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<tr>
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<td>- Liaised with other medical schools in organizing national wellness competition in January</td>
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<td>- Member of subcommittee group planning National Wellness Competition (meetings on-going)</td>
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<td>3) organize and coordinate well-being efforts for the betterment of the social, psychological, and physical wellness of the student body; and</td>
<td>Completed &amp; Ongoing</td>
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<td>- Regular wellness and physical activity events, spanning throughout the year</td>
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<td>4) organize Balance Night in cooperation with the relevant office of the Faculty of Medicine and Dentistry.</td>
<td>Completed.</td>
</tr>
</tbody>
</table>
3. List any meetings you have attended between August 1 and November 1 and describe, in general terms, the purpose and your contribution.

<table>
<thead>
<tr>
<th>Meetings</th>
<th>Purpose &amp; Contribution</th>
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| CFMS Wellness Committee          | - September 13, 2015: General updates and items (Wellness Competition Subcommittee formation, wellness database, CFMS Wellness Website)  
- Oct 25, 2015: National Wellness Challenge subcommittee meeting on logistics and planning for the event. |
| Resident Wellness Committee      | - Update committee on wellness issues affecting medical students.                         
- Gain awareness of wellness issues affecting residents in various residency programs at the U of A.  
- Recruited residents to participate in Balance Night. | (Nov 18th, 5pm)                                           |

4. Describe any challenges, if any, you’ve experienced in your role thus far and how you resolved or plan to resolve them. Do you require any assistance?

- Planning TCM in a way that will engage students and enable them to be successful in their participation.