

2015/2016 MSA Council Meeting #4 - Minutes

Monday, December 7, 2015

12:00pm-12:50pm, KATZ 1-080

A. Speaker's Business

1. Call to order - *Meeting called to order at 12:01pm*
2. Attendance
3. Next Meeting Date - *January 4, 2016 (TBA)*
 - i. *Note: Midterm Councillor reports are due by January 3, 2016. Template will be distributed.*

B. Executive Reports

1. **PRESIDENT** Space Survey Survey Report and space utilization discussion.
 - i. 2015 Student Space Survey Results - See item below.
 - ii. Powerpoint presentation by PRESIDENT. Fish Bowl is most diversely used space, ECHA Office is most underutilized, MSA Lounge and Lockers are most frequently used. Students generally seem to be in favour of changing second floor room into mindfulness and meditation space. Other ideas include nap room, meeting room, study space, and some presumably less serious suggestions. Concerns about creating a mindfulness space but then people just go there to hang out. Average satisfaction with MSA spaces 7.3/10.
 - iii. Discussion. Concerns about the second floor room being in such a high traffic area. Another meeting room (especially amidst all the DL rooms) might not be the best use of the space. Interest in getting a couch-double bed from IKEA. Idea of a napping room is contentious. Idea to put mail boxes in there and expand Fish Bowl. Sound-dampening curtains instead of frosting windows. Prayer room in Katz would be more convenient for students currently using the Kaye Clinic prayer room. Possible improved utility of mailboxes in this location.
 - iv. Will be meeting with Facilities Reps to further discuss and report back to Council.
2. **PRESIDENT** Affair of the Heart gala update and tentative MSA Executive plan for moving forward.
 - i. **VP ADMINISTRATION** has drafted a policy about fiscal management of student initiatives, particularly focused on bank account administration.
 - ii. Affair of the Heart went well, no net deficit, money was raised for Kids' Kottage. Debrief with team has resulted in a more solid plan moving forward. Thorough transition documents are key to ongoing success of student initiatives. For future, executive will oversee that documentation of

events has occurred. Also, Affair of the Heart will now have a voting seat on MSA Council, since it is such a big initiative.

3. **VP STUDENT AFFAIRS** MSA Clubs and student-event issues rectification discussion (BearsDen and Event Organizer Training).
 - i. Events need to follow club policy (eg. training, forms) defined by the SU. Checklists for event planning can be found on MSA website, ideally these should be looked at weeks before event date.

C. Executive Business

1. **VP ADMINISTRATION/VP FINANCE** MOVE to implement Policy #3 the MSA Financial Reporting Policy as outlined.
 - i. Policy #3 - MSA Financial Reporting Policy - *See agenda.*
 - ii. To help ensure transition of bank accounts for students initiatives from year to year. Will have a central pool for money in the future, to minimize funds lost to interest. Review of definitions of Student Initiative and Club and Council Project. There will not be penalties for having roll-over money (money does not need to be given back to MSA at end of year).
 - iii. Vote: motion passes with no opposition.
2. **VP ADMINISTRATION/AMA JUNIOR** MOVE to appoint Savita Rani to the Alberta Medical Association Physician and Family Support Program Steering Committee.
 - i. This position will grant MSA a stipend.
 - ii. Vote: motion passes with no opposition
3. **VP ADMINISTRATION/AMA JUNIOR** MOVE to appoint Jenny Yoon to the Alberta Medical Association Constitution and Bylaw Committee.
 - i. Vote: motion passes with no opposition

D. Member Reports & Business

1. **CLASS REPRESENTATIVE (2018)** MSA Constitutional role discussion.
 - i. Working to reform Constitution, trying to create four new roles.
 1. General members - all medical students who pay MSA fees
 2. Executives - voting, elected
 3. Officers - non-voting, non-executives, elected (How to decide who will be officers?)
 4. Councillors
 - ii. Each member will be sent their Constitutional role description and asked to modify it to reflect their actual duties. Junior and Senior representatives are to collaborate to complete this task. This does not replace more formal transition documents and reports that will be collected at the end of the year. Aim for clarity and conciseness here. Further instructions will be

sent out via email and they will be due right before holiday break (ie. Dec. 18) so this can be finalized for presentation to Council by mid-January.

E. Question Period

1. **AMA REPRESENTATIVE JUNIOR** commends **HEALTH AND WELLNESS REPS** for Balance Night.
2. **PRESIDENT** commends AMA Bylaw Committee and PFSP candidates on their impressive applications.

F. Adjournment

1. Attendance
(<https://docs.google.com/a/uofalberta.ca/spreadsheets/d/1on5AEmMTgWDOgWfYAHEOIA0hM2ZPcy2sdISil0WJHbk/edit?usp=sharing>)

Late Additions

Monthly Facilities Report

Name: Kate Faulder, Jonathan Hesje

Position: Junior Facilities

Most Important Achievements:

(Point form, maximum 100 words)

With the help of the senior reps, removed the nametags of the 2015 class members from the mailboxes in the FishBowl and replaced them with the names of the incoming 2019s.

.Helped Sr. Facilities Reps maintain organization of Fishbowl and MSA Lounge – including cleaning microwaves and cleaning up garbage.

Difficulties encountered:

(Point form, maximum 50 words)

For some groups – not enough space for all groups' boxes; too many boxes per student group (did not consolidate to one box in the given amount of time).

Key plans for the coming month:

(Point form, maximum 100 words)

Keep helping VP Admin and Sr. Facilities Reps in reorganizing student spaces.

Meetings Attended:

(If any, maximum 30 words. These do not include General Council meetings but can include meetings of any subcommittees or associations that you serve as part of your portfolio)

Met with the senior reps and Jodi to figure out what to do with some teaching award plaques.