2015/2016 MSA Council Meeting #5 - Minutes

Monday, January 4, 2016
12:00pm-12:50pm, KATZ 1-080

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

B. Executive Reports
   1. VP EDUCATION official portfolio report and recommendations.
      i. This position was created for a number of reasons which are listed on the
         slides. Used to be done by the curriculum representatives. It was too
         much to be done by these individuals. It was also done to improve the
         institutional memory. Strong suggestion to finalize the position of VP
         Education.
   2. PRESIDENT student talent venues impressions and discussion.
      i. Discussion about whether there need to be more venues to express
         student talent. This discussion is in response to the large number of
         individuals auditioning for Winter Concert. Suggestion to limit Winter
         Concert performers to those who do not perform at other medical school
         events, possibly create a new committee to organize Winter Concert.
         Suggestion to limit acts in Winter Concert to those that are best suited to
         the venue (which is quite expensive to rent). Reminder that SOCOM
         organizes coffeehouses throughout year. Suggestion to run a trial of a
         spring concert in a cheaper venue (eg. lecture theatre). Approach
         President if you would like to further discuss this issue.
   3. Midterm Written Reports - See agenda items
      i. Compliant: President, Vice Presidents (Administration, Community
         Engagement, Education, Finance)
      ii. Late additions: Vice President (External) see attached
      iii. Non-compliant: Vice President. (Student Affairs)

C. Executive Business
   1. PRESIDENT/FACILITIES SR MOVE to finalize the adoption of the Vice
      President, Education position into the MSA Executive as per the procedures
      outlined in the Constitution.
      i. Motion seconded by FACILITIES SR.
      ii. VP EDUCATION: It is a lot of work to create a new position, and in the
          early years of new positions, it is key to revise portfolio regularly.
iii. Motion passes.

2. **VP ADMINISTRATION/YEAR 2 CLASS REP** MOVE to approve the MSA General Election timeline for the 2016 MSA General Elections.
   i. *See agenda items.*
   ii. These elections will run similarly to Class Council elections.
   iii. Motion seconded by **CLASS REP 2018**.
   iv. Motion passes.

D. Member Reports & Business

1. **HEALTH AND WELLNESS SR.** - remaining *Balance Night* fund appropriation discussion.
   i. Discussion about how to allocate (if it can be re-allocated) surplus (~$1300) from Balance Night. Suggestion to fund more fitness activities, however there is already substantial funding for these. Since large external sponsors were found, it would seem to be a penalty to not be allowed to re-allocate the money (but surplus is technically MSA’s money.) General consensus that a new budget will be drafted for this re-allocation and presented at next executive meeting.

2. **FACILITIES SR./VP ADMINISTRATION** MOVE to approve a budget of up to $2000 for the modification of MSB 2-02 into a *Mindfulness and Meditation* room.
   i. **VP ADMINISTRATION** seconds this motion.
   ii. Discussion of survey results about creating a mindfulness and meditation space and proposed purchases (definite and vague). Definite: faux leather couch, faux leather beanbags, berber shag rug, thick blinds, shoe rack. Concerns raised about allocating all of the facilities funding to one project.
   iii. Motion passes with four oppositions.

3. **SPORTS REPRESENTATIVES** - Discussion on increased funding for various sports events in January.
   i. Requesting ~$500 for future events since **SPORTS REPRESENTATIVES** do not receive MSA funding for events. Interested in having a reserve fund in case of people not turning up to events that require deposits very far in advance. **2016 CLASS REPRESENTATIVE** acknowledges that this has been an ongoing problem. **FACILITIES SR.** suggests that such a reserve fund should extend to other groups/initiatives. **ORIENTATION REPS** suggest that initiatives should have floats from year-to-year. **VP FINANCE** says there aren’t the resources for a float, and **ORIENTATION REPS** clarify that a float should arise from thrift spending rather that more MSA funding.

4. Midterm Written Reports - *See agenda items.*
Medical Students’ Association
Faculty of Medicine & Dentistry, University of Alberta


ii. **Late additions**: AMA Sr, Community Health Sr, Class Rep 2016 (see attached)

iii. **Non-compliant**: HSSA Jr, CFMS Sr, Health and Wellness Jr, Orientation Committee, Class Rep 2017

E. Question Period

1. **FACILITIES SR**: We were refused roll-over of budget surplus from last year.
2. **2016 CLASS REP**: Increasing MSA fees to give to SPORTS REPS projects was rejected in a past year.
3. **PRESIDENT**: If your position routinely has a surplus, tell MSA and get less money next year so money can be better allocated.
4. **ORIENTATION REPS**: It is financially irresponsible to encourage spending all the allocated funds. Also consider that sponsorship opportunities will probably be bleak in the upcoming year(s) due to economic downturn.
5. **PRESIDENT** motions to extend question period to 12:53, motion passes.
6. **VP COMMUNITY ENGAGEMENT**: Money allocated in provided with coaching that not all money needs to be spent.
7. **PRESIDENT**: Too little spending short-changes the students who pay the MSA fees (all students).
8. Future motions encouraged to resolve this ongoing issue.

F. Adjournment

1. Attendance
   (https://docs.google.com/a/ualberta.ca/spreadsheets/d/1on5AEmMTgWDOgWfYAHQIA0hM2ZPcy2sdISi0WJHbk/edit?usp=sharing)
1. Based on your goals in Report #1, state your progress thus far (i.e. not started, in progress, or complete).

From my first progress report, my main goal was to bring the CFMS AGM to Edmonton in 2016. I am very happy to report that our bid was successful and thanks to the hard work of the AGM Planning Committee, support letters from a number of political and health care professionals and financial sponsorship from many provincial and local organizations. I have invited more members to join our committee and next steps are to work with the CFMS planning office to execute an excellent conference.

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.

I organized the delegation to the CFMS AGM and made a presentation to first years about the role of the CFMS. I will not organize the CFMS SGM delegation until the spring semester. I have been attended COFA Advocacy meetings and MD Deans Meetings at the president’s request. I have been using the Steth, and, when appropriate, either social media or direct emails to let students know about external opportunities. I have hosted the first External Affairs Committee meeting and will be setting up the next one for either January or February.

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

   Nov 3 – External Affairs Committee (Chair) and CFMS Reps Roundtable
   Nov 24 = MSA Exec/AoTH Wrap Up
   Weekly – AGM Planning Committee meetings (until week of Dec 5). Co-chair.
   Weekly – MSA Exec 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?

   No major challenges other than balancing the requirements of the job (and writing the AGM bid) with school work. No assistance required.
2015/2016 MSA Councilor Report #2 - Midterm

Name(s): [Insert Name(s)]
Position: [Insert Position]
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).

   Mentoring AMA Jr - in progress
   Integrating AMA youth club into ASL - in progress
   Organize CMA dinner - complete
   Advocacy project - 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.

   Meeting with student affairs in January to work on advocacy project.
   Awaiting emails for AMA youth club
   Mentoring - on going
   Prep for spring RF - starting soon.

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

   Organized dinner with CMA president with student leaders.

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 significant ones. Just waiting for responses from individuals.
2015/2016 MSA Councilor Report #2
Name(s): Daniel Skubleny
Position: Year 4 Class Representative
Date: January 3, 2016

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

   - Arrange BLS recertification course for class - Complete
   - Ensure new year 4 tracks are distributed in a timely manner – Tracks distributed
   - Attend as many reps meetings as possible – Attended MSA retreat, attended Reps meetings and the Student Curriculum Committee.
   - Organized an MD Management talk for intercession week – Scheduled January 7, 2015

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.

   - Liaise between his or her class and the Faculty of Medicine and Dentistry on any relevant matters - and carry out such activities, with respect to his or her class, that are directed by the Council or the Faculty of Medicine and Dentistry.
     - Have communicated pertinent issues with faculty (i.e. Receiving year 4 OSCE information). Attended meetings.

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

   - MSA retreat – MSA retreat – discuss student issues, meet council members.
   - MD reps meeting Oct 27 – discuss issues for all 4 years with Dr. Hillier. Discussed clerkship issues including ACLS and release of 4th year tracks.
   - Student Curriculum committee Nov 9 – Discussed student curriculum issues and planning
   - MD reps meeting Nov 26 – Discussed issues across all 4 years with Dr. Hillier.

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.
2015/2016 MSA Councilor Report #2 - Midterm
Name(s): Megan Cook and Bethea Shute
Position: Senior 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).

In progress:
- Sexual Health presentations - schools have been registered with approval from the school board, and the student volunteers have received introductory training into teaching sexual health by Compass Centre for Sexual Wellness. Students will be receiving their classroom assignments in the New Year to schedule presentation times.
- Blood donations - times for students to donate are regularly scheduled.
- Class cause (YESS) fundraising - candy grams were sold before Christmas raising $120.22; working with GHSS, a bake sale at the Winter Concert raised about $220; we will be helping the GHSS representatives with their future plans for a “by-donation” movie screening, and plan on putting on some sort of bar night or open-mic night.

Complete:
- Trick or Eat was a success, with student volunteers helping to collect the 380,000 lbs of food collected across Canada for Canada’s food banks
- The Flu Shot campaign ended in November with the winning class of 2019 receiving home-made cookies

Not Started:
- Sun Safety presentations have not begun, nor has their organization. This will begin in the New Year.

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.

- Sexual health presentations are being organized
- Blood donation spots are regularly scheduled to aid students in donating, and a presentation was delivered by the Canadian Blood Services to help raise awareness of the importance and factors in eligibility of donating
- Other campaigns, such as Trick or Eat, and Flu Shot opportunities, are being communicated to students to raise awareness of opportunities available to students

When finished, save as a PDF with the title MSAReport2_PositionTitle
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 - Dec 2, Nov 7*
*Student Council Meetings - Nov 23*
* - At all council meetings we voted on various motions and became informed about the actions of other areas of the council

*Meeting with Junior Community Health Reps - Nov 27*
* - Candy grams were organized, Junior Reps were updated on the status of the Sexual Health presentations (responsibility of Senior Reps), a date was chosen to bake and hand out cookies to the Class of 2019 for winning the Flu Shot Campaign, ideas for further fundraising for the class cause were discussed including a bar night and a “pi day” in March

*Meeting with GHSS and Junior Community Health Reps - Dec 4*
* - The GHSS reps updated Community Health Reps on their ideas for fundraising for the class cause (YESS) and plans were started for baking for the Winter Concert bake sale

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?

* - It has been quite a challenge getting teachers at junior high schools in the city to commit to having medical students come give sexual health presentations, and have those teachers go to the trouble of getting approval for those presentations from the school board. But there are now two schools confirmed with 22 health classes looking to receive presentations. So far so good!