**Science Student’s Association Meeting Attendance**

**August 23, 2021**

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| **Position** | **Name** | **Present** |

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| President | Chloe McElheron | Yes |
| Vice President | Stuti Gupta | Yes |
| Chairperson | Yashas Samtani | Yes |
| Secretary | Natalie Ngu | Yes |
| Senator | Kyra Cebula | Yes |
| Senator | Serena Philips | Yes |
| Senator | Dana Segal | No (regrets; proxy Natalie) |
| UMSU Representative | Molly Crandal | Yes |
| UMSU Representative | Jasmine Tingey | Yes |
| UMSU Representative | Tiffany Tantakoun | Yes |
| UMSU Representative | Tristan Rohatynsky | Yes |
| Accessibility Representative | N/A | N/A |
| Indigenous Students’ Representative | Zoe Quill | No (regrets) |
| International Students’ Representative | Janvi Vaswanni | Yes |
| LGBTTQ\* Representative | N/A | N/A |
| Women’s Representative | Julia Le | Yes |
| First Years’ Representative | Gabby David | No (regrets; proxy Mashtura) |

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| Treasurer | Guneet Uppal | Yes |
| Director of Academics | Divleen Mangat | Yes |
| Director of Communications | Maria Manigque | Yes |
| Director of Special Events | Hajrah Ata | Yes |
| Director of Student Services | Annie Jiang | Yes |
| Executive Assistant | Fares Hossain | No (regrets) |
| Academic Programmer | Brant Ditchfield | Yes |
| Academic Programmer | Sebastian Chamorro | No (regrets) |
| Communications Programmer | Paul Jerard Layug | Yes |
| Communications Programmer | Amy Lloyd | Yes |
| Lounge Programmer | Mashtura Khan | Yes |
| Special Events Programmer | Hannah Garber | Yes |
| Special Events Programmer | Sion Yi | No (regrets) |
| Special Events Programmer | Tran Nguyen | Yes |
| Student Services Programmer | Devin Habon | Yes |
| Student Services Programmer | Kanso Alaka | Yes |
| Student Services Programmer | Tasnim Rahman | Yes |

**Science Student’s Association Meeting Minutes**

**August 23, 2021**

**Called to Order: 6:03 PM**

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| 1. Acknowledgement to use of Treaty Land |
| Yashas Samtani acknowledges that we are meeting on treaty land. |

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| 1. Approval of Agenda |
| Chloe McElheron motions to approve the amended agenda Kyra Cebula seconds; Motion passed. |

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| 1. Approval of Minutes |
| Molly Crandall motions to approve the previous meeting minutes from the meeting held on (July 26, 2021), Chloe McElheron seconds; Motion passed. |

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| 1. Council Reports |
| 1. President & (Vice) President |
| Pres/VP Report - August 23, 2021     1. **Deans Meeting**  * Cancelled, rescheduled to September 2nd      1. **Nimbus Tutoring**  * Divleen and Chloe met with Nimbus to check-in with fall promotions and planning * Received contract to partner SSA and Nimbus for the 2021-2022 academic year      1. **Prep 101 Contract**  * Signed 2021-2022 partnership contract * Chloe will meet with communications team to discuss the promotional aspect of the contract      1. **Welcome Week**  * SSA has a timeslot during welcome week on Monday August 30th from 4-5 pm * We will give a presentation talking about our council, what we do, and ways for students to get involved with FoS      1. **Participation in UMSU Orientation**  * UMSU reached out to see if 1 SSA councillor would be interested in taking part in UMSU’s orientation * More details to be presented at the meeting      1. **Fall In-person Event**  * Spoke with Dean Brian Mark regarding the potential for an in-person event to take place in the fall term * He suggested we start brainstorming ideas for an event that could take place in early October (within health guidelines) and we can discuss our ideas/logistics of the event at our next meeting with him |
| 1. Senate |
| * Nothing to report |
| 1. UMSU |
| * Nothing to report |
| 1. Communications |
| **SSA Communications Update (August 23, 2021)**  **Email:** [**umssa.communications@gmail.com**](mailto:umssa.communications@gmail.com)  Science Student Association Council 2021-2022 Photoshoot  ● Date: tba (photoshoot and picnic on the same day?)  ● Plan (may change according to Covid-19 restrictions)  ○ Scheduled team meetings  ○ 20 minute window/team  ● Photos  ○ Individual headshots  ○ Team photos  ○ Short video introduction (10 seconds)  ○ Interactive collage pictures  Science Student Association Merchandise  ● Both council sets and association merchandise in progress  ● Collaborating with orbit collective for council set  Collaborations  ● Please provide the following so that comms can see your vision on what to create for  your visuals:  ○ Colour Swatches  ○ Theme (you can provide pictures)  ○ Text/Pictures  ○ Is it a story or post?  ○ Date and time to post  \*Send request a week in advance to ensure enough time to prepare graphics\*  ● End of Summer/Early Fall Term Plans  ○ Special Events-Orientation (early September)  ○ First Year Rep-Back to School (early September/after orientation)  ○ International Rep-Wellness Wednesday (August 18, August 25)  ○ Lounge Programmer/VP-Weekly Question and Answer Poll (10 week period,  starting September)  SSA Instagram  ● Orientation  ○ Change profile picture, highlights and posts to match a theme  ○ Make calendar of events happening throughout orientation week/month (story)  ○ Allows students to feel welcomed during orientation week/month even virtually  ● Border around posts that promote science groups to make it easier for students to locate  on the feed  ● First take over for Wellness Wednesday (first rep)  SSA Website  ● Goal: have revamped/ updated website before fall term commences  ● Theme colours: Brown, Black, Gold  ● New features  ○ Seperate tabs for each community representative  (1) Indigenous Representative  (2) Women’s Representative  (3) International Representative  (4) 1st Year Representative  ● Send email and have meeting with all groups under/connected to SSA  ○ Update description/logo  ○ Discuss ideas for promotion  ● Open to suggestions!  Other  ● Looking for a DSLR camera that will be owned by SSA!  ○ Open to suggestions and looking for deals |

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| 1. Councillor Reports |
| 1. Special Events |
| Special events:    1) Orientation  a) Introductions                        I.        Welcoming remarks, introduction about SSA                      II.        Resources, presentation of departmental groups (via PowerPoint)  b) Breakout rooms                        I.        Via Zoom place students in breakout rooms with councilors                      II.        Ice breakers  c) Kahoot games                        I.        Four rounds of Kahoot games within the same breakout rooms (groups logos with title missing, events we had, facts about SSA or the faculty)                      II.        Prizes will be given  d) Photo Challenge                        I.        Keeping the same breakout rooms                      II.        There will be three rounds each with a new theme, and students will have ten minutes to decide and figure out how they will capture a photo corresponding to the theme; once the ten minutes are over, photos will be taken and forwarded to special events for judging                     III.        Prizes will be given  e) Games     I.        Students will remain in the same breakout rooms  II.        students can choose which ones they want to play in the breakout rooms (some examples are among us, gartic phone, skribbl.io, geoguesser)  f) Instagram                        I.        Special events would like to have some content for advertisement purposes and for a giveaway      2) Prizes/Giveaways  a) Giveaways/Prizes                 I.        $2000 for various gift cards (Starbucks, Tim Hortons, Bookstore) for a total of 150 Prizes/Giveaways  b) Instagram Giveaway |
| 1. Academics |
| * LabTrek planning is underway * Schedule (same as last year):  |  |  | | --- | --- | | **Time:** |  | | 9:30-9:40 | Introduction | | 9:40-10:10 | Lab tour | | 10:10-10:40 | Research Opportunities PowerPoint | | 10:40-11:10 | Lab tour | | 11:10-11:40 | Break (30min) | | 11:40-11:55 | Student presenter | | 11:55-12:10 | Student presenter | | 12:10-12:20 | Break (10min) | | 12:20-12:35 | Student presenter | | 12:35-12:50 | Student presenter | | 12:50-1:05 | Student presenter | | 1:05-1:30 | Q&A | | 1:30-1:35 | Wrap up |      * As far as roles for the event, the Academics team should have everything covered, so just enjoy the event. But more information will be provided closer to the event if things change. |
| 1. Lounge Programming |
| * Nothing to report |
| 1. Accessibility |
| * Nothing to report |
| 1. LGBTTQ\* |
| * Nothing to report |
| 1. Women’s |
| I got invited to participate in the Welcome week presentations that's being held by UMSU's Women's Centre on September 1st and 3rd. This is to inform students that there is support for them within the different faculties in the University. More details will be sent to me next week. |
| 1. Indigenous |
| * Nothing to report |
| 1. International |
| I have planned a takeover on the SSA account which I’m working on now. I’m planning to do a back to school giveaway soon as well for the I. Students in FoS! I have also been reached out by FoS to do a takeover on that account so I’ll be doing that on the 9th of September!! |
| 1. First Year’s |
| August 23, 2021  First Year event  -Thank you for filling out the google form   * Pictures used will be the ones sent in from the intro post (if you want a different pic let me know)   -Change of date: Event will take place after orientation   * Include info about the person * Include their advice * Interact to join the giveaway   -Giveaway   * Take place after the first year event * Back to school supplies (what to buy will be determined by a poll) |
| 1. Student Services |
| **SSA Student Services Report - August 23rd, 6pm**  **Annie, Devin, Tasnim, Kanso**     1. Lockers    1. Locker cleanup period for students over    2. Cleanup by student services in the next two weeks 2. Resource List [FoS Resource List (DRAFT)](https://docs.google.com/document/d/1CWxqOPQZjcdIe57QDNzoWm4do83hzH4edEMPakF9oHQ/edit?usp=sharing)    1. Almost finalized!    2. Would like to post it on the SSA Website and Instagram linktree 3. Upcoming    1. Welcome to Fall Term Giveaway (with Special Events) |
| 1. Treasurer |
| Treasurer Report - August 23, 2021   * Budget draft finalized upon discussion with executive committee (can be found on Drive) * $510 each sent to 3 recipients of the tutoring scholarships via academics * $500 to Art With Impact * $50 to Dana Segal (Exam Cram Starbucks Giveaway reimbursement) |

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| 1. Committee Reports |
| 1. Executive |
| * Nothing to report |
| 1. By-Laws |
| * Nothing to report |

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| 1. Other Business |
| 1. Important Dates/Notes |
| Tiffany asked about if we are making an SSA calendar.  Chloe said Stuti has been working on it and will ask her. |

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| 1. Dismissal |
| Tiffany Tantakoun motions for dismissal at 6:28 PM, Tristan Rohatynsky seconds; Motion passed. |

**Motions**

**August 23rd, 2021**

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| **Motion Regarding:** | **Category:** |
| **Motion:** | |
| **Status: Passed**  **Moved By:**  **Seconded By:** | |

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| **Motion Regarding:** | **Category:** |
| **Motion:** | |
| **Status:**  **Moved By:**   **Seconded By:** | |