

2022/2023 Executive Meeting



ATTENDEES

Present:

- President: Tuqa Al Rammahi
- VP External: Myra Mansoor
- VP Academic: Alison Rogers
- VP Admin: Tracy Lee
- Internal Assistant: Rebecca Cecim
- VP Finance: Dawn Abbas
- VP Programming: Navi Abbas

FOLLOW UP:

- Myra working on newsletter - will be done by December 1st
- Tracy starting shared weekly calendar in office - waiting for all the information - diversity officer 4:30 - 5:30pm thursday, society admin 3:30 - 4:30pm - to do with photography coordinator
- Tuqa and Myra to work on merch - list ready and list of vendors, will reach out
- ~~Alison and Tuqa to apply for club scholarship~~
- Wellness liaisons video graphic to be posted
- ~~Tracy to send EOHSS video to everyone~~
- Dawn to replenish food in office (;
- ~~Myra to hire new peripheral positions - make contracts & application and send to Tracy (cc CRO) - also timeline of promotion, hiring, transitioning, etc.~~
- Mentorship coordinators to upload advice for first years - working on it
- Everyone - Ideas for holiday market and how many days you want to be there
 - Thrifting, Alison sucks, myra sucks too, tuqa giveaways spin the wheel, scrunching/clothing selling (hats and mitts) - have it go towards charity
 - Come next week with solid plan
- Tuqa to discuss the bench with welcome week planners - in a few weeks
- Tuqa to update on constitution and operating policy meeting (sun Nov 13)
- Tuqa to transition society admin - this week! (Wednesday)
- Navi to send email to program societies about openness to collaboration - drafted, missing a couple emails (Alison to send emails)

- Myra to introduce team on Instagram - media and design coordinator making graphics
- Navi and Tuqa to meet with diversity officers
 - Making list of holidays to post about for m&d, and list of businesses
- Myra to add team to MSSS teams channel
- Myra to meet with media and design coordinator
- Myra to send Tracy list of times she meets with her peripherals
- Tuqa and Alison to discuss issues regarding Social Psychology society

AGENDA

President

- Transitioned CRO fully, sending transition report & login soon
 - Constitution & operating policy looked at, needs to be more specific - eg. Welcome week planners,
 - Ready for Myra when new positions are ready to be hired for
- Society admin being transitioned this week (was in this position last year) - clarify who to report to
- Still need to contact planners for meeting - send them MSSS contract!
 - Clarify line of communication
 - PNB society not accepting \$
- Social psychology society - meeting regarding policies

VP Admin

- Thank you for coming to bonding <3 it was so fun
 - Side question from Becca - what's going on with SCARS they are ignoring me pls help
- Secret Santa - \$20 (Elfster)
- Holiday bonding (holiday event) - December 2nd
 - Skating in January
- Can we get fidget toys in the office

VP Programming

- Confirming venue this Friday
- Student reps - event in 2 weeks
- Planning mystery bus for February - deciding how many busses (secret location decided)
 - Or two types of mystery bus events (December and February)
- Diversity officer events starting 2nd semester, might have booth at holiday event

VP Finance

- Buy a mirror for office
- Catching up on cheques
- Make a list of things to buy!

VP External

- Talked to Fatima (M&D) about hiring more people and she said that having another person to bounce off ideas/film videos together would be helpful!

- Created the application for a Social Media Coordinator:
https://docs.google.com/document/d/13V_ZtU2f6fgNkuegFYum28NDJ4jgmAU2L1jvwJq5d3U/edit#
 - Tracy can you read this over please? Its looking so good
- Making the graphic for hiring - will be posted by Wednesday
- Fatima is making the slides for introducing the team (there will be a few posts starting with core, then 2 more posts with peripherals)
 - Do planners and SRA need to be posted as well? - planners not this time, SRA can be asked (we can post new planners when they're hired!)
- Made some more stories for the upcoming movie collab event
- Please make use of the following excel sheet for graphic requests! :
https://docs.google.com/spreadsheets/d/1rKVvP8sb4ers91_Kecq-6ocotphJT4vE_vYBIXKP6Cd4/edit#gid=0
- Planning on pushing promo for newsletter next week
- Going to reach out to wellness liaisons for the wellness newsletter section
- Relay for life - work with outreach coordinator
- Going to get the mac emails of the peripherals

VP Academic

- Applied for SLEF!! Asked for \$15k for bike racks
 - Will hear back second semester!
- Econ mentorship collab on Nov 15 3-5pm - snacks!
- Econ society help? - if contract not signed, terminate. If signed, set up 1-1 meeting to discuss
- Mentorship coordinators planning nov event. Shrinky dinks. Thoughts?
 - Nov 28 6-8pm
- Creating first year advice this week. Hope to post next week if enough responses
- EEGC meeting is next wednesday, nov 16 - 11am - 12pm
- Program society updates
- Career crawl thoughts?
 - If formal is March 10, thinking CC be two weeks before and two weeks after reading week
- Intramurals!!!!
 - Dodge ball!
 - Collaborate with wellness liaisons
- SOCSOCI MUSICAL - new VP position? And lots of new peripheral positions

REMINDERS:

- Don't forget to sign off on meeting minutes asap!
- Email myra ab upcoming events

ACTION ITEMS

- Still need to contact planners for meeting - send them msss contract!

