

Executive Council Meeting – October 19, 2015 – Minutes

1.0 Call to Order; roll call

- 1.1 Received regrets from Tyler, Simon, Taru
- 1.2 New member: Ben

2.0 Agenda was accepted (5:02 pm)

3.0 Introduction

- 3.1 Introduction of members in attendance
- 3.2 Review of bylaws section
- 3.3 Announcement of election for vacant executive positions
 - 3.3.1 Election during next meeting; Secretary [Josh, Michael], External, Internal [Michael] [Interested parties]
 - 3.3.2 FRC available – limit of two, current: Taru, [Shawn] [interested parties]

4.0 Current projects

- 4.1 Network with alumni
 - 4.1.1 Contacting alumni coordinator
 - 4.1.2 Taru; has identified two from biology
 - 4.1.3 Two suggestions to test registered email list
 - 4.1.3.1 Poll them for companies/alumni
 - 4.1.3.2 Interesting jobs that they might know of
 - 4.1.3.2.1 Cultivating the email list
 - 4.1.4 Build a mentor list
 - 4.1.5 See financial for details on funding
 - 4.1.6 Subcommittee members: Charles, Taru, and Shawn
- 4.2 TA Training Survey (Isabel, Michael)
 - 4.2.1 General comments
 - 4.2.1.1 Some ambiguous questions, difficulty with personal experience or vagueness
 - 4.2.1.2 Splitting up some of the questions
 - 4.2.1.3 Suggestion of greater Y/N question focus
 - 4.2.1.4 Progress bar
 - 4.2.1.5 Past TA experience
 - 4.2.1.6 Pedagogy/educational views
 - 4.2.1.7 Invigilation issues
 - 4.2.1.8 Add comment re: lab techs/IA
 - 4.2.1.9 Issues with directness and ‘actionable’ events (for administration) stemming from the data collected
 - 4.2.1.10 Question re: International Students identification
 - 4.2.1.11 Question re: MSc/PhD identification
 - 4.2.1.11.1 Some concern here voiced re: discrimination

5.0 Future events and projects

5.1 Mosaic workshop

5.1.1 Issues with breakdown of payment from external sources; re-distribution training available to dept. secretaries – but they may not be aware they have that power.

5.1.2 Payroll calculator went over well; for more questions, approach Deborah Knott in Finances.

5.2 Future LaTeX workshop by Engineering Graduate Society (EGS)

5.2.1 Online manuals, exposure to better workshops; primers online and thesis template (now available on Slack via Ben)

5.3 EGS collaboration with SAM

5.3.1 ‘Merch’ opportunity; mugs, shot glasses

5.3.2 Christmas movie night

5.3.2.1 Concern: Reduced interaction at a movie

5.3.2.2 Volunteers: Irena and Derek

6.0 Financial update

6.1 SGS, GSA; some limitations

6.2 Bank account

6.2.1 No account yet, Scotiabank could be a good option

6.2.2 Signatures required from multiple individuals to protect company

6.3 Secure funding tied to Alumni meeting

6.3.1 Transport, food etc.

6.3.2 Approach dept. chairs (\$100 each?)

6.3.3 Provide them with a prospectus or budget

6.4 Tied with collaboration with EGS

6.4.1 i.e., nerdy t-shirts, hot chocolate sale etc.

7.0 New business

7.1 Ben is going to assist with github for website

7.2 Tumblr; link to website

8.0 Next meeting

8.1 TBA

9.0 Adjournment (6:18 pm)