GSAN Meeting Minutes – January 20, 2020

Meeting Agenda:
1. Guess the Committee Member's Baby Picture
2. Updates and Event Planning

(1) Guess the Committee Member's Baby Picture:

Thanks to Neelima for organizing this! ☺

(2) Updates and Event Planning:

(2.1) Feedback from Winter Gala (December 14, 2019):
- Overall, it went really well
    - Food was great, DJ was great, looked full, everyone had a great time
- Things to keep in mind for the summer gala:
    - Alcohol management:
        - Training for volunteer bartenders – there is a workshop that bartenders can attend
        - Instead of having multiple shifts of bartenders, it may be helpful to have two or four people volunteer for the whole night – this would also mean fewer people to send to bartender training
        - Possibility of hiring a bartender if it fits in the budget – although this would be quite expensive and require tips
        - Have more ice on hand – slows down the rate at which people drink alcohol
    - Could be a good idea to book MSERT for the event
    - For the summer gala, we do not necessarily need to collaborate with another group since GSAN is able to manage in terms of finances
        - We had very little support from the other group this time
        - Also, we can afford to make our ticket prices very cheap whereas other associations may not be able to do this
        - But it still may be nice to collaborate with another group for event attendees to meet new people
    - For the photographer, have a shot list so that expectations are laid out
        - It would also be great if there was a specified photo booth – so anyone who wants a photo knows where to get one, also better lighting
    - Summer gala will be around June – specific date TBD

(2.2) Feedback / Updates about Winter Blues Event (December 5, 2019):
- Went well – good turnout ☺
- Had a good discussion during the event – the people who showed up were very interested
- Repeat next year!

(2.3) Feedback / Updates about Local Events from Institute Reps (December – Mid-February):

- * Alice is now a Douglas Rep, Trycia is now an MNI Rep
- MGH:
  - o Christmas potluck with ugly Christmas sweater contest – went very well, every lab participated!
  - o Planning on doing something for Valentine's Day
  - o Posters are up!
- Douglas:
  - o Did not have any events in December
  - o Upcoming snowman building event – snow is not ready to build snowmen yet; this will happen when the weather is good
- Genome:
  - o Posters have been up
  - o Everyone is keeping in touch
- Glen:
  - o Upcoming taco night at Next Door Pub for toonie taco day – January 28, 2020
- LDI:
  - o No events as of now
  - o Posters have been put up!
- MNI:
  - o Hoppy hour on January 31, 2020:
    https://www.facebook.com/events/598229780805740/
    - ▪ Location is booked, permits have been obtained, going to Costco for food
    - ▪ Use leftover alcohol from winter orientation
    - ▪ Also looking for sponsorships from David's Tea and Kombucha
    - ▪ Last year, the alcohol went very quickly because a lot of non-IPN students came – this year, we should make sure to check that everyone is a student (maybe by having them show that they receive the biweekly blast)
  - o Planning to organize a MATLAB workshop
- Downtown:
  - o Maisha needs access to a printer so she can put up the posters (message Neelima for her to print from her lab)
- SCSD:
  - o Had a Secret Santa gift exchange in December with snacks

- Updates / Reminders for all reps:
  - o We have funds for individual institutes to do events – if you have something in mind, message Claudia for approval, then message Simon to know how much money you can get
  - o Winter clothing order will be ordered soon – you will have to pick up the clothing from the MNI soon (end of February)
  - o Remember to use the Slack groups
  - o Remember to have some non-alcohol events so that everyone feels welcome!

(2.4) New Student Orientation Session / Winter Social (January 16, 2020):
- Event went well ☺
- Had a lot of leftover snacks, drinks, and alcohol – can be used for upcoming events

(2.5) Karaoke Event (January 22, 2020):
- https://www.facebook.com/events/690510294814702/
- We will probably have a couple tables reserved (second floor)

(2.6) Peer Support Active Listening Training (January 22, 2020):
- Run in collaboration with PGSS
- About 14-15 people registered as of now

(2.7) Promoting Green Lab's Upcycled Waste Initiative:
- Moved to January 30, 2020: https://www.facebook.com/events/511137849502254/
  - This is the vernissage to open the exhibit
- Will be in the atrium of Bellini for a couple of weeks - January 30th-February 13th

(2.8) Other Future Sustainability Events:
- Another sustainability info session – because the last one went really well
- Budding plants event in Spring
- **Reminder for anyone planning events:** run your shopping list by the Sustainability Officers to get some tips on how to make the event as sustainable as possible

(2.9) Receiving Support and Accommodation in Grad School – Office for Students with Disabilities Info Session (January 28, 2020):
- https://www.facebook.com/events/2781486098538799/
- OSD will be providing an info session for us – will be great to get to know what services and accommodations can be provided at McGill
- There is also an **anonymous** google form for anyone to submit questions which will be answered at the event – https://docs.google.com/forms/d/e/1FAIpQLSfPi-3vHgUFaJACk4gxi4ck9I8TvaZg0BAUXM7PQexP1-x5RQ/viewform

(3.0) IPN 101 (February 3, 2020):
- This event will take place at **5:30PM** (right after PNII) in the MNI's Grandpré Communications Centre - pizza and snacks will be provided for all, no registration required
- It is basically an overview to help new (and old!) students understand how different things in the IPN work

(3.1) Other Future Academic Events:
- February 22-23, 2020 – GSAN weekend programming with different workshops
  - Individual workshops have not been 100% confirmed
  - Program will be available soon
  - Maybe the MATLAB workshop at the MNI could fit in here too

- Open Science Panel – will be happening later in the semester
  - The library at the MNI is also interested in a similar event (open science workshop) – could collaborate on this
  - Neelima to put people in touch
- Crash course in AI:
  - A general introduction of AI, history of AI, what it is today, what do different terms mean, etc. + a question period
  - A professor is interested in doing this – need to set a date (probably in March)

- Facebook group for all IPN students (and alumni) – an old one exists, join here:
  - https://www.facebook.com/groups/McGillIPN/?ref=search

(3.2) "Not According to Plan" Info Session (Mid-/Late-February):
- An info session for what to do / resources available for when things do not go according to plan – e.g. taking maternity or paternity leave, like failing a class, failing a candidacy exam, changing supervisors, taking a leave of absence, etc.
- One or two speakers in mind – but if anyone knows anyone else who may be interested in speaking, let Max know
- It would be a good idea to have a Google Form again where people can ask question anonymously
- Date TBD

(3.3) Active Mentorship Event:
- Neelima would like to organize an event to promote active mentorship (since a lot of us do not actually meet with our IPN mentors too often)
- There would ideally be a panel of PIs and people could ask questions (perhaps anonymously)

(3.4) Access to Storage Space:
- We now have storage space thanks to the Sustainability Officers
- Not everyone needs access, but execs can give a few people from each team access to the storage space

(3.5) Note from Hannah:
- We should have posters for student advocacy and peer support (with a QR code)

(3.6) Communications Team:
- Continue to work on posting to Instagram / Facebook stories to promote events
- Newsletters look fine on a computer – but look quite long on a phone
  - We should have some prioritized GSAN events that are shared via the newsletter
  - We can advertise other external events on other channels (e.g. social media) rather than the newsletter
  - May also be worth removing the recurring announcements
  - Will start to enforce a max word count on blurbs – use the website or Facebook Event Pages for further details

(3.7) French Language Classes:
- Registration is open – closes on January 24, 2020
- https://docs.google.com/forms/d/e/1FAIpQLScKicq-gPhcThh5Hxdw22buZgxKXQzO5GK66HkH6xGr8RXV5w/viewform

(3.8) Future Social Events:
- A dance class survey will be sent out soon (in next biweekly blast)
  - We were contact by the Latin Club of McGill – they want to organize free dance classes with us this semester
- February: Murder Mystery event
- March: St. Patrick's Day Brunch (14th or 15th) **or** Board Game Night at Randolph's
  - St. Patrick's Day Brunch would be pancakes + drinks provided by GSAN
  - Board Game Night would most likely be at the Rosemont Randolph's (cannot book tables at the downtown location)
  - 11 votes for Brunch, 10 votes for Board Games
- April: Talent Show & Art Exhibition:
  - Possible venue is Thomson House ballroom
- May: Summer Hike or Cabin (or Botanical Gardens)
- June: Summer Gala

(3.9) Executive Team Feedback:
- If anyone has feedback on how the exec team is doing this year or how they can support you better, let them know
- Also, start thinking about what you want to do on GSAN next year
- An exec info session may be coming up to give everyone enough information to decide on whether you want to run for an exec position