

GSAN Committee Meeting Minutes: Tuesday, November 24th 5:00PM

Meeting Agenda:

1. Winter 2021 Buddy Program for Incoming Students (New/International + Social Teams)
2. Volunteers for IPN Online Tool Testing
3. Updates from Academics Team
4. Updates from Social Team
5. Updates from Wellness Team
6. Updates from Communications Team
7. Group EDI Workshop Debrief

0. Land Acknowledgement

1. Winter 2021 Buddy Program

1.1. Alaa (New & International Student Officer)

1.1.1. Not present

1.1.2. Sia: no updates on the program as of now, will get in touch with Alaa

2. Volunteers for IPN Online Tool Testing

2.1. Kaitlyn passed on the call from IPN for student volunteers to test online tools that they are developing

2.1.1. We have 2 volunteers to far, we need 5 more volunteers

2.2. Last call for volunteers:

2.2.1. Nancy & Ghislaine volunteered (Canadian students)

2.2.2. Refilwe volunteered (International student)

3. Updates from Academics Team

3.1. Updates given by Sujeevini (VP Academic)

3.2. Neurds Focus Hour

3.2.1. Launched 2 weeks ago as an open Zoom workspace with other IPN students

3.2.2. Currently scheduled Wednesdays and Fridays from 1 to 4 PM

3.2.3. There is low turnout and participation, thus far, and we are all encouraged to attend if we can

3.2.4. Any input to increase participation?

3.2.4.1. Consider adding more structure (for example, introducing time management using the Pomodoro technique)

3.2.4.2. Change the scheduling (days of the week, time, possibly introduce weekend Focus Hour)

3.2.4.2.1. Kaitlyn: there has been little success with weekend academic events in the past

3.2.4.3. Claudia: maybe give it an extra week and see if turnout increases

3.3. R Programming Workshops

3.3.1. Basics R Workshop will be held on Tuesday January 12th and Wednesday January 13th, 2021

3.3.2. Instructors: Malosree Maitra & Haruka Mitsuhashi

3.3.3. Registration will go up for the event soon, although there will be no maximum capacity

3.4. MATLAB Classes

3.4.1. Thinking of structuring this similar to the IPN French Classes, potentially starting in mid-January, with one class once a week for approximately 2 months

3.4.2. Jason will put together syllabus/study plan for each class; survey will go out to see what students are interested in learning

3.5. Open Science Event

3.5.1. Event to discuss issues in Open Science

3.5.2. Potentially collaborate with Kendra

3.6. Career Panel

3.6.1. Potential collaboration with HBHL

3.7. Other Remarks

3.7.1. Kaitlyn was contacted on LinkedIn about an Open Science, science communication initiative from an academic company

3.7.2. Unsure what their motivations/plans for collaboration are, but may potentially involve publishing open access scientific articles, perhaps funding

3.7.3. Present and VP Academic will likely schedule a call with them soon

4. Updates from Social Team

4.1. Sia: we had lots of fun events in November (quick recap)

4.2. Among Us Event

4.2.1. Went very well and was very straightforward in terms of planning and organization

4.2.2. Will most likely do a repeat of this event

4.3. Trivia Night with GAPTS

4.3.1. This event also went very well, and we would collaborate with GAPTS (Graduate Association of Pharmacology and Therapeutics Students) again

4.4. December Events

4.4.1. *Online Social/Mixer*

4.4.1.1. Similar to our Meet and Greet in October but more formal

- 4.4.1.2. Tentatively scheduled on Thursday December 17th
- 4.4.2. *Baking Event*
 - 4.4.2.1. Concept is simple, we would provide a festive recipe and then bake together during a Zoom call
 - 4.4.2.2. Everyone gets their own ingredients/materials
 - 4.4.2.3. Tentatively scheduled for Wednesday December 9th
 - 4.4.2.4. Extra idea for fun: make the baking event into a bake-off or a competition with judging of the final results

5. Updates from Wellness Team

5.1. Updates given by Kasia (Wellness Officer)

5.2. Baking Event

- 5.2.1. The Wellness Team also thought of organizing a baking event with a similar concept to the above
- 5.2.2. Have someone interested in instructing during the baking
- 5.2.3. Would be a Faculty of Medicine-wide event, as December is GSAN's turn to organize a wellness event for the Faculty
- 5.2.4. How to coordinate this with the Social Team's baking event?
 - 5.2.4.1. Social Team will forego their baking event and think of another event to organize in its place
 - 5.2.4.2. Wellness Team was considering Wednesday December 16th for their baking event
 - 5.2.4.3. However, this date isn't ideal for the social/mixer, as they would be back-to-back events
 - 5.2.4.4. Social Team will work around this event with regards to planning the social/mixer event. Considering changing the date of the social/mixer to Thursday December 10th (as Thursdays are ideal)

5.3. Discussion Panel on Loneliness and Isolation

- 5.3.1. When: Tuesday December 1st, 5:00-6:30 PM
- 5.3.2. Links:
 - 5.3.2.1. Facebook event: <https://fb.me/e/Tl6h1cR0>
 - 5.3.2.2. Zoom link: <https://mcgill.zoom.us/j/89418083240>
- 5.3.3. Only 3 people responded to the event so far, so everyone is encouraged to attend if they can and spread the word in your labs/groups

5.4. COVID-19 Discussion Groups

- 5.4.1. Very low turnout, but makes sense given that people are all likely exhausted of talking and thinking about the pandemic

5.5. Peer Support Training

- 5.5.1. Half the session was directed by YouTube videos

5.5.2. Turnout was 7 people, compared to turnout for in-person training sessions between 3 and 20, so this is not bad

5.5.3. There will be another training session in the Winter semester

5.6. Faculty of Medicine Wellness Newsletter

5.6.1. Taking part in this newsletter (i.e. advertising our events here) will hopefully increase event engagement

6. Updates from Communications Team

6.1. Updates given by Claudia

6.2. GSAN Socks

6.2.1. Managed to get them done by a resource Cheaper than working McGill's distributor

6.2.2. However, we can only order one size of socks for the entire order (which is 100 pairs of socks)

6.2.3. Possible sizes are: 4-8 (female/male), 9-11 (female/male), 11-14 (male)

6.2.4. Created a poll for sock sizes on Instagram and 30 people responded:

6.2.4.1. 10 were 9-11 female, 6 were 9-11 male, Other were 4-8 female

6.2.4.2. So, the consensus is 9-11 female, as this fits the majority, they fit larger shoe sizes as they are stretchy, and can potentially also fit smaller sizes if they are shrinkable

6.2.4.3. Also, the IPN has a high female-to-male student ratio

6.2.5. Material: 100% cotton

6.2.6. Price poll: most agree on \$10. They will be under \$10

6.2.7. Check the amount of duty that has to be paid on this order on the Canadian government website to estimate added cost

6.3. Clothing Order

6.3.1. Claudia is meeting with the institute reps after this meeting to coordinate the distribution of the clothing order

6.3.2. Clothing order should arrive in Montreal by Monday December 7th

6.4. Reminder to fill out the form for GSAN committee bios

6.4.1. Form is in the Slack

6.4.2. Also, reminder to like/follow our GSAN social media pages

6.5. Group Screenshot!

7. Other remarks from all committee

7.1. Neuroblog (Hannah)

7.1.1. No updates or news as there have been any submissions for Neuroblog

7.1.2. Sarah and lab mate have a potential submission

7.2. Sustainability (Claire)

7.2.1. Green Lab Initiative

7.2.2. New funding is available through the Sustainability Projects Fund

7.3. Douglas Institute Representative (Kasia)

7.3.1. There will be a Winter Festival near the Douglas in Verdun

7.3.2. We cannot organize or endorse any in-person events as we cannot enforce social distancing

8. Group EDI Workshop Debrief

8.1. Community Agreement

8.1.1. Simon and Claire have brainstormed and created an initial draft of a GSAN Community Agreement

8.1.2. The draft can be opened up to the committee for contribution or editing

8.1.3. We can set a date limit for contributions to be made to obtain the final version

8.2. EDI Training

8.2.1. Following our EDI Workshop, GSAN is open to ideas or ways in which to implement some of what we've learned/improve some of our current practices

8.2.2. Open to suggestions!

8.2.3. Kaitlyn created an online GSAN Equity and Inclusivity Suggestion Box:

8.2.3.1. Link to the form: <https://forms.gle/JfraqZH3tetiKKDK9>