

GSAN Committee Meeting Minutes: Wednesday, March 17th 7:00PM

Meeting Agenda:

1. Welcome and Land Acknowledgement (Kaitlyn)
2. Event Planning Procedure Review (Kaitlyn)
3. Social Team Updates (Social Team)
4. Academic Team Updates (Academics Team)
5. Wellness Team Updates (Wellness Team)
6. Sustainability Team Updates (Sustainability Team)
7. Open Floor (All)

1. Welcome and Land Acknowledgement (Kaitlyn)

1. Land Acknowledgement by Kaitlyn:
 - 1.1. *McGill University is situated on the traditional territory of the Kanien'kehà:ka, a place which has long served as a site of meeting and exchange amongst nations. We recognize and respect the Kanien'kehà:ka as the traditional custodians of the lands and waters on which we meet today.*
2. Reminder to all teams and those who plan GSAN events:
 - 2.1. Remember to incorporate land acknowledgements into your events!
 - 2.2. There are guidelines from McGill on how to do this here:
<https://www.mcgill.ca/equity/initiatives-education/indigenous-education/land-acknowledgement>
 - 2.3. Tips for Land Acknowledgements:
 - 2.3.1. Know the pronunciation before you get to the mic
 - 2.3.2. Acknowledge the past as well as the present
 - 2.3.3. Take a moment to reflect on what these words mean
 - 2.3.4. Make the acknowledgement your own
3. Also, a reminder to link the GSAN Community Agreement in your events pages:
 - 3.1. <https://gsaneuro.com/gsan-community-agreement/>

2. Event Planning Procedure Review (Kaitlyn)

1. **Key reminder:**
 - 1.1. Don't forget to submit your requests for artwork early. This should be done before submitting a communications request.
 - 1.2. This can be for Facebook event banners, and for Instagram posts.
 - 1.3. 4 weeks prior to the event is ideal.
2. Reminder of the GSAN Event Planning Checklist 2020-2021:
 - 2.1. Date, Venue & Personnel Finalization (**≥ 4 weeks before event**)
 - 2.2. Artwork Requests (**≥ 4 weeks before event**)
 - 2.2.1. Email our designer Suijian at suijian.zhou@mail.mcgill.ca
 - 2.3. Advertising/Communications Requests (**≥ 3 weeks before event**)

2.4. Budget/Financial Approval (≥ 1 week before purchases)**2.4.1. Contact Simon Hua**

2.5. (Refer to Event Planning Checklist document for details. I have pinned the document to #general in our GSAN Committee Slack).

3. Social Team Updates (Social Team)

1. Presented by Sia.

1.1. Debrief on Among Us and Wholesome Meet n' Greet events:

1.1.1. Overall, both of these events were a success.

1.1.2. The aim for turnout to these events was ~10.

1.1.2.1. Among Us turnout was a little below this.

1.2. Plans for upcoming events:

1.2.1. St. Patrick's Day event today (March 17th) right after the Committee Meeting (8:15 PM).

1.2.1.1. Fun prizes have been planned!

1.2.2. Plans for a Jackbox Online Game Night:

1.2.2.1. Can GSAN make an account for Jackbox?

1.2.2.2. Only one account is needed for the games that are planned for the event.

1.2.2.3. Talk to Simon about pricing of this account purchase.

4. Academic Team Updates (Academic Team)

1. Presented by Sujeevini.

2. MATLAB Course: MATDRAB 2 MATFAB!

2.1. GSAN launched this course today.

2.2. Many thanks to Jason Da Silva Castanheira for designing this great course.

2.3. Weekly on Wednesdays from 4 PM to 6 PM on Zoom, for 8 weeks.

2.4. Materials found here: <https://github.com/jasondsc/MATDRAB2MATFAB>

2.5. 50 people were registered, and attendance was very high at the first class (~40).

2.5.1. Highest turnout this year maybe!

2.6. Hope we can keep up attendance.

3. Debrief on IPN 101 (Winter):

3.1. Took place in early February.

3.2. Quite dull, in the sense that attendance was low (~5 students).

3.3. However, those who joined were able to participate more interactively.

4. Debrief on Neurds Focus Hour:

4.1. Also quite dull, as on Fridays Sujeevini is the only person in attendance.

4.2. Similar attendance patterns on Wednesdays.

4.3. Focus hours are ongoing until the end of April, on Wed and Fri from 1 PM to 4 PM at this link: <https://mcgill.zoom.us/j/85609757233>

4.3.1. Attend if you can!

5. Upcoming Events:
 - 5.1. 10-minute Methodology Description Competition
 - 5.1.1. Goal would be to invite students to present their complex scientific research methods in lay terms.
 - 5.1.2. May be a competition with prizes. Still figuring out the details.
 - 5.1.3. Have created a survey in order to find out/assess level of interest, to decide if this idea is worth pursuing.
 - 5.2. 3-MT: 3 Minute Thesis Competition
 - 5.2.1. Currently reaching out to possible judges
 - 5.2.2. Event will likely take place sometime in May, depending on judge availability.
 - 5.3. IPN Alumni Career Panel
 - 5.3.1. Invite IPN alumni to discuss their career paths and provide some inspiration and guidance to current IPN students (Q&A).
 - 5.3.2. Planning to take place in late April.
 - 5.3.3. Kaitlyn: How do we find IPN alum?
 - 5.3.3.1. Through HBHL: although they are only interested in giving a career panel in a few months. We want to do our own sooner than this.
 - 5.3.3.2. Dhabisha may have IPN alum contacts.
 - 5.3.3.3. People in the committee who know students in their lab who have graduated and would be interested, contact Sujeevini!
6. French Language Classes (Elly):
 - 6.1. Classes end the week of April 5th
 - 6.2. No major updates, classes seem to be going well.
 - 6.3. Update from Advanced French instructor this term (Firoza):
 - 6.3.1. Class going great, students are engaged.
 - 6.3.2. Attendance has dropped since the start of term, but this is normal for these courses.
 - 6.4. Possibility of continuing GSAN French classes over the Summer Term:
 - 6.4.1. Has not been done before, but students/instructors (incl. Firoza) have shown interest).
 - 6.4.2. Elly has sent an email to this term's instructors to gauge interest.

5. Wellness Team Updates (Wellness Team)

1. Presented by Caroline:
2. Two recent past Zoom events:
 - 2.1. Synaptic Pet Show:
 - 2.1.1. Very cute, we saw many pets and a plant too!
 - 2.1.2. Small but mighty amount of people.
 - 2.2. Yoga event with a Yoga instructor:
 - 2.2.1. Highest turnout for Wellness event, 12 people!
 - 2.2.2. Simon:

2.2.2.1. Processing 2 student reimbursements for yoga mats (they're quite pricey!)

3. Plans for more events:

3.1. Currently producing more column-type content for the Biweekly Blast (wellness tips and activities).

3.2. Recently made a playlist.

3.3. No future events planned as of now (Wellness team has not met up recently).

3.3.1. Possibly a Zoom event related to content posted in the Biweekly Blast.

6. **Sustainability Team Updates (Sustainability Team)**

1. Presented by Simon.

2. Debrief of Make-Your-Own Mask event:

2.1. Only 3 attendees, who were the 3 organizers (😞)

2.2. Great artwork by Sujian!

2.3. Perhaps the low attendance was due to the time (5-5:30 PM):

2.3.1. People are going into the lab more now, they are commuting home perhaps.

3. Potential future event: Cooking with GSAN event, run by a Chef.

3.1. However, as the Chef is an external member, the costs would be high due to grocery reimbursement. The Chef would also like social medial shout-outs/exposure.

3.2. Considering cancelling event due to cost of having an external host.

3.3. Claudia:

3.3.1. Maybe try a pre-emptive interest form asking how certain you are that you'd attend?

3.3.2. Perhaps we can do a giveaway with the Chef on our or his Instagram:

3.3.2.1. We can partner with him, giveaway one of his products in a GSAN giveaway. This would give him a social media shout-out.

4. Earth Day Event in May!

4.1. Not many details as of yet.

7. **Open Floor**

• **MNI Team:**

- Organized a Games Night on March 31st at 6:30 PM
- 20 people limited registration, due to the fact we are reimbursing costs of alcohol/drinks up to \$75
- Games such as Bingo and Trivia
- Will be posting an event on Facebook on Monday, as well as registration link.

• **Communications Team (Claudia/Hannah):**

- GSAN's Instagram has been going great since Hannah came on board.
 - More active stories, more engagement in polls and quizzes.

- Many thanks to Kelsey for the Biweekly Blast.
 - **Link to submit for Biweekly Blast:**
https://docs.google.com/forms/d/e/1FAIpQLSdvwdHYbtttaBOxDKGLLeCc_kNbxIX0PjI73Ps_QO07UfjNhG_g/viewform
- February Giveaway Debrief:
 - Had 81 submissions from various social media
 - Highest involvement all year!
 - 2 winners selected, prizes being awarded.
- Clothing Order:
 - Order is in (with Claudia), received yesterday.
 - Order is split up and Claudia has messaged institute representatives to organize drop-offs as well as pick-ups from those who purchased items.
 - Sold 20 pairs of socks, have 80 left!
- Planning on organizing a more active event with Winter ending with 4 PGSAs.
- **Kaitlyn:**
 - In advance of Spring General Assembly, we need to start thinking of **amendments to our GSAN Constitution.**
 - These can be adding positions, changing position description, etc.
 - This needs to be done prior to our elections.
 - Constitution amendments need to be voted on as well in the Spring.
 - Email/Slack Kaitlyn if you have ideas/questions/amendments!