

Agenda – Class Council Meeting #3

Date: November 1st, 2017

Time: 3:15pm - 4:30pm

Location: UPS Meeting Room

Minute Taker: Gigi Lai

Attendees: Tom F., Yifan Z., Gigi L., Jacob P., Shreeya T., Elaine N., Julian W., Sera L., Peter Z., Helen L., Catherine Z.

Absent: Deuk K. (proxy)

Council Updates

- President

- i. 2T1 Dean's Meeting

- a. Potential Town Hall

- o An all-years UPS town hall with Dean Boon will be held on November 14th from 5-6pm. We will be seeing how the town hall goes and we will decide whether a 2T1-specific town hall should be held later as well.
 - o The main problem is that upper years already have knowledge of how the system works whereas 2T1's don't. Having a 2T1-specific town hall will allow 2T1's to ask questions that won't be redundant for upper year students.

- Comments/Suggestions:*

- Would it be possible to release a document after the town hall for those who couldn't make it to look at?
 - o We will look into it and see if it is do-able. It is definitely important to have notes or even a video for students who were interested but could not make it.

- b. Release of Minutes

- o The minutes from the 2T1 Dean's Meeting is currently posted on the council Facebook group. It will be made available for the rest of the students at a later date.

- c. Topics Covered

- o During the meeting, only issues most relevant to 2T1's were discussed. The most relevant survey questions were also presented with a focus on students' academic concerns.

- As we have covered last meeting, most of our assignments and midterms are scheduled within a 6-week period and we suggested that faculty members meet together to plan

and space out assignments and exams more evenly to reduce workload and stress for students. Dean Boon & Jamie Kellar (Head of the PharmD program) explained that they are already currently working on this but things have been delayed due to the restructuring of the administrative team. There are also some restrictions as certain percentages of grades must be sent in by a certain time so faculty members must meet this deadline.

- The faculty reps also reached out to professors to work with them but some rejected their attempts. This issue has been brought to Jamie Kellar's attention and she will be holding a meeting in November with faculty members to go over their duties and responsibilities. Normally this meeting is held in September but because there are newly hired faculty members, the meeting has been delayed.
 - It was also brought up that there have been many reports of broken equipment in the classroom. It is normally the student's responsibility to send in work orders to have the equipment fixed however, the issue is often not resolved due to low incentive. The 2T1 council has come up with an idea to take time and go through all the seats in our classrooms, note down all the broken equipment, and send out one collective work order. This way, workers could come in and fix everything in one go. Dean Boon and Jamie Kellar have approved of this idea and we aim to accomplish this by the end of the semester.
 - The printer in the second floor study room is also broken. The IT team is currently fixing it but Dean Boon is also planning on implementing an industrial printer instead. It is not known when this will be accomplished but in the meantime, she is also looking into providing a replacement printer.
 - There has been low transparency in administrative decisions so far. Decisions are often made by the administrative team without explanations or reasonings provided to students. Dean Boon will be working on improving communication through email. The results of the 2T1 survey will also be released along with a newsletter. The newsletter will contain commonly asked questions from the survey with the answers and explanations from Dean Boon.
 - The next meeting with the Dean will be held in January.
- ii. Apparel Sale
- a. Design Competition
 - The design competition for our apparel started yesterday (Oct. 31st) and the winner will receive an apparel of their choice as a prize.
 - The most popular apparel items on the 2T1 survey were: sweaters, pullovers, t-shirts, hoodies, and long-sleeve crewnecks. Other less popular choices included windbreakers and sweatpants.
 - We will begin selling the most popular apparel items first. Depending on the profit and turnout of the fall sale, we may sell less popular items during spring as well.

- iii. 2T1 Survey/Census
 - a. We received around 150 responses, which was great! We will be releasing the information to the class soon with infographics and answers from Dean Boon.
- **Secretary**
- **Social Rep**
 - i. Halloween Event
 - a. Feedback
 - o The 2T1/2T0 Halloween movie night was met with low turnout, possibly due to upcoming midterms and heavy workload.
 - o There was also confusion regarding the choice of movie as it was not posted on the Facebook event page and was only decided at the event. Due to the confusion and lack of decisiveness, starting the event was slow. There was also a lot of talking during the movie screening.
 - ii. Rec Room
 - a. Feedback
 - o The event was well-received and many people enjoyed it but it could have been promoted more.
 - o In future events, time markers (start time + end time) should also be set so students can know if people are still at the event if they decide to join later.
 - iii. More Collaborative Events
 - a. We should try to plan events where students can meet new people and break apart established friend groups. Many people are looking for ways to branch out and meet other students but it is hard to join in when students tend to fall back to hanging out with their friends. For example, students sat together in their friend groups during the Halloween movie night, and during the Rec Room event, many students played group games with their own friends so other students found it hard to join in.
- **CAPSI Reps**
- **Faculty Reps**
- **Athletic Rep**
 - i. The rock climbing event is being charged at the same price as what we paid for. No profit is being made.
- **Pharmakon**
 - i. The LinkedIn photoshoot will be happening on Nov. 13 and spaces are already filled up!
- **Monograph**
 - i. Monograph will be printing less paper copies next time to save money & to reduce waste.
 - ii. We had previously thought about including a section in the monograph where they could feature a random student from each year to allow students an opportunity to get to know their classmates more. At the Monograph meeting, the idea was well-liked but the selection process would have to be figured out to be as fair and inclusive as possible. A possible idea would be to use an online generator to do a random selection process for picking students & asking if they would like to be a part of the feature afterwards.

If the idea cannot be incorporated into the Monograph, we can also include the “feature” section onto our 2T1 website as well to feature 2T1’s. We could feature one student a week and by doing this online, we would not have to wait for the print issue.

We will follow up on this topic in future meetings.

- **Webmaster**

- i. Website (<http://2t1.uoft.pharmacy.com>)

- a. The website is now live and running! The front page is currently a little bare but we are thinking of putting 2T1/pharmacy-related news there. Council meeting minutes as well as pharmacy and scholarship opportunities are included on the website as well. We will be circulating and promoting the website following the PHM145 midterm (Nov. 3).
 - b. Apparel sales and other sign-up opportunities will also be incorporated into the website to promote circulation & traffic, and make things easier for students.

- **Vice-President**

- i. Charity Week

- a. Charity Choice

- The chosen charity is ME to WE! (Based off online poll)

- b. Event

- We will be holding a noodle bar event where we will sell cold, dry, cooked noodles and provide students with various sauces and toppings to add on top, and one portion will be priced at around \$3-5. We will be providing savoury options as well as sweeter options. The reasoning behind this idea was that noodle bars are reasonably priced, customizable, and it will not interfere with students’ own lunches since portions will be smaller than regular meals. By having cold noodles, we will not have to worry about keeping the food warm for selling. If students would like a warmer alternative, we will also be providing warm sauces kept in a thermos as an option. We will further develop this idea but we are open to other suggestions as well. Food prepping will most likely take place next Tuesday or Wednesday, and we will be holding the event on Thursday, Nov. 9 from 12-2pm.

- c. Class Council Auction

- In the previous council meeting, the idea of holding a class council auction was brought up and council members were very interested in the idea. However, during a meeting with council members in upper years, we found out that the 1T9 class was planning on holding a class council auction as well. There may be concerns of overlap so will have a back-up plan in case. We will be meeting with them tomorrow (Nov. 2) to work out a solution.
 - The alternative idea we have come up with is a Council Member Pie-Facing event. Students will donate money for an opportunity to pie a council member in the face. Since we would still like to plan a class council auction, we can do so later in the year as a separate charity event.

Other Tasks

- Scheduling Next Meeting
 - i. The next meeting is currently set for November 15th from 2-3:30pm.
We will be planning a de-stressor as well as talking more about social events to bring Deuk up to speed.
- Other Business
 - i. Exam De-stressor in Late November
 - a. The 2T1 council will work together to hold a de-stressor event before finals season starts.
We are currently thinking of bringing in therapy animals. This will be a topic for future meetings.
 - ii. Hiring a media/marketing person
 - a. We are planning on filling this position by the new year. A plan for the selection process will be put together by the end of the next week. Many students expressed interest in joining council so turnout should be moderate.