

## SEPHGSA Executive Council 2020-2021

President	Hira Khan	hkhan117@uottawa.ca	Present
Vice President	Charles Thickstun	rthic032@uottawa.ca	Present
Vice President, Academic Affairs	Baies Haqani	bhaqa044@uottawa.ca	Present
	Irina Podinic	ipodi039@uottawa.ca	Regrets
Vice President, Wellness	Julia Shaw	jshaw012@uottawa.ca	Regrets
	Zaina Kahliel	zkahi017@uottawa.ca	Present
Vice President, Financial Affairs	Chau Huynh	chuy097@uottawa.ca	Present
Vice President, Administrative Affairs	Emily Thompson	ethom069@uottawa.ca	Present
Vice President, Social Affairs	Samantha Lancione	slanc008@uottawa.ca	Present
	Dilan Patel	dpate051@uottawa.ca	Present
Vice President, Communications	Shannon Thomsson	sthom0193@uottawa.ca	Regrets
Vice President, Web Design	Sebastian Srugo	ssrug082@uottawa.ca	Present
Vice President, Equity, Diversity & Inclusion	Zahra Clayborne	zclay068@uottawa.ca	Present
MSc Epidemiology Representative(s)			
PhD Representative(s)			
MPH Representative(s)			
PHRAM Representative(s)			

## Agenda

1. Applications for the Representative Roles (Deadline to Apply is 28<sup>th</sup> September)
2. GSA Monthly Meeting Dates
  - 21st October 2020 4:30 to 5:30pm
  - 18th November 2020 4:30 to 5:30pm
  - 16th December 2020 4:30 to 5:30pm
  - 13th January 2021 4:30 to 5:30pm

- 10th February 2020 4:30 to 5:30pm
- 10th March 2020 4:30 to 5:30pm

### 3. Updates, If Any, From Each Member

#### 1. President

- Sent out an e-mail asking students to apply to representative positions + added PHRAM representative
  - Applications will be shared with the GSA at a later date – consensus appears to be 1-2 representatives for each position, and other students will be able to attend meetings and volunteer if wanted
- Meetings will be held Wednesdays from 16:30 to 17:30 every 4 weeks (as detailed in point 2)
- Grad buddy system - first training session is for Friday September 25th,
- Need for 2 members for VP admin and VP Communications?
  - Admin - not necessary, though current Admin is graduating in January, so potential for someone to take on the role
  - Communication – possibly, need to confer with Shannon

#### 2. Vice President

- Faculty council has been meeting all summer to keep an eye on things due to COVID
- Strategic plan has been circulated to all faculty and staff – there is a response link in the e-mail for comments, please respond as necessary
- New building coming in the next few years
- Faculty Graduate Studies Council has not been meeting
  - Need for formal policy for online classes – does not currently exist

#### 3. Vice President, Academic Affairs

- Met with FoM research committee – reviewing strategic plan and asked how many graduate students have provided input (not many have)
- Faculty member was looking to collaborate with VP Academics for graduate student awards for MSc and PhD – possibility of an info session
- Possibility of a collaboration with CSEB for an info session for students
- October 9th is the first meeting with the GSC
  - Possibility of a survey to students about the first month to bring up to the GSC meeting (location, time zone, comments, how to make it better for next term)
  - Many students are outside of Canada
  - Determine what is considered full-time & part-time status

#### 4. Vice President, Wellness

- Just ran yoga event last week, small/medium turnout
  - Cost split between CMM and BMI
- Need for better advertising of events

#### 5. Vice President, Financial Affairs

- Heard back from former exec for handoff, should be completed by next week

## 6. Vice President, Administrative Affairs

- Will reach out to Rania about e-mail (currently locked out)
- Will take on the GSA e-mail
- Reminder to members to note any new responsibilities that they have taken on for eventual handoff document

## 7. Vice President, Social Affairs

- Trivia event in early September, turnout was excellent
- Jeopardy tomorrow night (Sept. 23rd)
- CMM and BMI are happy to continue collaborating and will likely take on October/November events
- Contact Lynn Leonard about research day
  - Zahra suggested Remo (<https://remo.co/conference/>) as a more interactive conferencing software

## 8. Vice President, Communications

- No standing issues raised prior to meeting

## 9. Vice President, Web Design

- Will have a premium Wix account once finances go through
- Website accessibility in progress
- Implementation of a job board to track SEPH e-mail opportunities
- Blog – short articles about things that may be useful to students
  - Examples: how to get funding, experiences you've had, employment...
  - Possibility of asking students to submit questions for the blog – could be submitted through the VP Admin
  - Sebastian will send out a survey to determine blog posts subjects from each GSA member

## 10. Vice President, Equity, Diversity & Inclusion

- 2 EDI committee meetings and one working group meeting since last GSA meeting
  - 5 students in the working group, great discussion of equity and diversity issues (all students welcome to join discussion)
  - Advertisement of UOJM positions (possible funding of award)
  - Met with EDI representative in biology about creating a possible handbook; the EDI working group is very keen on the idea (Charles has been working on this for a while, but there have been issues on clarity)
    - Since courses are online now, there is definitely a need; Charles will bring it up in the next meeting
  - Funding issues – one of the goals of the committee is to make funding sources more transparent
  - Have received approval for a speaker series (tentatively called John Last Iceberg)

- Colloquium Series) – recruitment of speakers on EDI issues in Epi; pushing for students to be involved in the choice of speakers
- Beth Potter proposed a sub-committee that would work on auditing course content to look at available course readings and content to identify opportunities to include EDI topics
- Currently looking for an MPH representative on the EDI committee, 3 applications have been received, 1 has been interviewed
- Need guidance on academic accommodations for students with disabilities

#### 4. SEPHGSA Teams Channel

- Please use and check it regularly

#### 5. More SEPH Sweater Order? When?

- Consensus that we should go through with the order, prior to winter
- Possibility of increasing price by 1\$ to help with funding
- Add measurements to the order
- May have enough students this year for multiple colour options or shirt options
  - <https://www.bkstr.com/ottawastore/product/clothing-accessories/university-of-ottawa-gees-mockneck-fleece-1-4-zip-906215-1>

#### 6. SEPH Mask Order?

- Suggested by 2nd year Epi student
- Good way to get logo out

#### 7. Designated Manager of SEPHGSA Twitter Account: @SEPH\_GSA & Facebook Account

- VP communication

#### 8. Designated Person for Emailing List

- VP Admin

#### 9. Designated Manager of SEPHGSA Email

- VP Admin
- Will send out recurring Zoom invite for meeting dates
- Ask Jennifer to send e-mail again for people to opt in, ask TAs to speak to first year students to sign up
- Until the website is up, send an e-mail to general SEPH e-mail to be put in daily announcements

#### 10. Suggestions/Concerns

- Look into additional merch, especially for international students
  - Possibility of having a shop on website
  - Stickers (Vista print)
    - Epidemiologist are the new rockstars
    - Trust me, I'm an epidemiologist
- Merch and store committee members: Samantha, Emily, Hira, and Sebastian
  - Will work on order forms and merchandise

## Administrative Note

---

### SEPHGSA Archives Project

These minutes were compiled as part of an archival project to collate the minutes of past SEPHGSA Executive Council Meetings into a complete archive on the SEPHGSA website. The goal of this project is to provide a complete record of SEPHGSA activities in so far as we are able

As these minutes are being formally compiled after the fact, there may be information that is missing or incomplete as it was not included in the written record at the time. If you have any questions about the archival project – or have information about missing or incomplete records of SEPHGSA activities – we encourage you to reach out to [uo.sephgsa@gmail.com](mailto:uo.sephgsa@gmail.com) or visit the contact form on the SEPHGSA website at <https://www.sephgsa.ca/contact>

SEPHGSA minutes are compiled as soon as possible after meetings and hosted on a public webpage for review. These can be accessed from the SEPHGSA website at the following link:

<https://www.sephgsa.ca/documents>

The minutes from this meeting were last edited on Wednesday, March 22, 2023 at 21:11:19

---

