

# Annual General Meeting

## CMGSS May 31

*In Attendance:* Chelsea, Josh P, Zoe, Brendan, Leah, Ghassan, Sarah, Sumudu, Ashley, Puja, Josh M, Brittney, Lai, Amanda

### Meeting Business

- Appointment of new executives
  - New positions created to divide the workload
  - Introduced:
    - Pres: Chelsea Cunningham
    - VP Internal: Zoe Gillespie
    - VP Finance: Brendan Murray
    - VP Communications: Ashley Sutherland
    - VP Academic: Ghassan Al-Yassin
    - VP Student Wellness: Leah Blondeau
  - Email vote of non-competence because no competition for any positions – open from June 4 to 8 (previous minutes said May 31 to June 6 but link will be late going out)
  
- Summer events
  - Semi-weekly nachos at Louis/Alexanders
  - Board game & Taco night
  - Coffee breaks
  - BBQ in July
  - Posting PAWS announcements - James

Pan-CoM welcome BBQ in September – talk with OVDR

- Admin support issues for graduate students
  - Who is responsible for what, where is this information found?
  - SOPs for admin supports – who schedules committee meetings, when, etc
  - Poll all students – these are the problems, this is the plan – present to grad chairs committee
  - Easiest to implement when departments merge
  - Demand clear policies & procedures – tie to COMGrads with support of Dr. Cooper?
  - Info package for new students – what to do if you have a complaint, this is chain of command, who is in this position for the year, a rep that can be contacted, who to contact if milestones have been missed – put on website

Note: Preston Smith, Dean -> designated Research & Grad studies to Marek Radomski -> Designated Grad studies to David Cooper; Department heads -> designated Grad studies to Grad chairs

APP department head Fisher, BMI department head Roesler or Dillon (interims)

- Office hoteling
  - Lab benches and office spaces of equal importance
  - Awareness of space actually being used
  - PI petition/letter – in person for signature – Ashley to compile signatures
    - Letter to be finalized by June 8
  - No due diligence of looking at space and how its used – asking for re-assessment
  
- CMGSS Website
  - Ashley to revamp logo
  - Need a feed for CMGSS website we can update

**Next Meeting:** Date TBD

Business to discuss

- Vote to finalize 2018-2019 constitution
- Assign members to committee seats
- Yearly budget to present to Dr. Cooper
- Website should be live