

## LMPSU Meeting Minutes – July 23 2018

Present: Ashley, Wenda, Harvard, Mike, Jerry, Helen, Abdullah

7:00 pm – meeting begins

### Second-year reception

- Mike emailed 5 profs, they prefer Friday Sept 14 which is nice (more likely to stay since it's Friday)
  - o Kandel to introduce department, Gottlieb, Templeton, waiting on Ohh response
- Short < 5 min presentation, then after 30 mins of talking, have a panel of sorts, then dinner, out of there by 7
- Arrange meeting with admin staff about room fees, budget, etc
- Venue:
  - o MS would be best, since it's easy for the faculty members to get to
  - o Medium-sized classroom? Might not want to be too "classroom-like" to counter the more "Relaxed" feel we're aiming for
  - o Hart House is a viable option → not as formal
  - ~~o Want to find out fees, so we can get monetary help from admin – it's free for UofT groups, but probably a form we need to fill out → Jerry will check out~~
- Have different faculty members: ones who teach talk about their courses, others can talk about their specific role in LMP ("what does the director do?")
- \* Let's nail this event! Defining moment for our year, but good entry point for younger years. (as well as the other early events)

Angel is unfortunately unable to continue committing to LMPSU and thus will be leaving

Probably need to reorg groups to spread out work

- Need to elect VP Academic fall elections
- Beneficial to set up official Mentorship program (for the introverted students!)
- Have the 2<sup>nd</sup> year reception, then set up Mentorship program
  - o Match with upper years they met already at the 2<sup>nd</sup> year reception by signing up together
- Should we force interactions/meetings? Is it worth the effort? (e.g. mandatory attendance at events)
- If there is an issue, send out an "if your mentee is not responding, here are some tips!" to mentors (i.e. FAQ)
- Rewards for "most engaged": Certificates... Gift cards? (probably a better incentive)

### Constitution

- Amendments looked good
- Need to add another section about downsizing (need some info from the admins first)
- \*\* Meeting with admin – talk about downsizing → ask about past numbers to include in the Constitution
  - o But should we get a VP Academic now (i.e. promote a current member)/temporary one?
  - o After all we are a STUDENT-run association, so instead of waiting for admin decision: appoint an interim VP Academic, then if no one ends up wanting to be one in the elections, then they can keep one

- Since Mike and Jerry are already in charge of 2<sup>nd</sup> year reception, they could act as interim VPs
- Maybe let the info sit with us and then make the decision after? 24 hr cooldown
- For subsequent decisions, we can revise the policy and see what works
- If the number of members falls beneath a certain number, then we can start merging roles
- Maybe have 2 Co-presidents, with one of them being a 3<sup>rd</sup> year → good for sustainability of LMPSU
- Have conditions for President to be brand new? But it is still nice to have one-year experience, experience is valuable.
- Next step: run the constitution by the admins

#### Clubs Fair

- Put in more effort!
- Still have LMP department info
- Maybe have some forensics trivia questions
- Print out of upcoming events → take home, and refer to it
  - Have a “follow us on \_\_\_\_\_”, and website, social media handles, etc
- Have a banner? Picket sign? → would have printing costs
- E-mail sign up sheet (Google Form) → emphasize FB page (more social)
  - We’ll need several laptops/batteries
- Had 2 people manning the booth last time (if one person needs a break, then it would be fine)
- We’ll assign roles later on (~mid-August)

#### E-mail from NAUS Quizbowl (CULSC)

- Sent collaboration request → want us to send in some questions to help out
- If we were able to promote our events, not too much of a hassle
- Decision: We’ll make the questions in exchange for promotion (“in collaboration with LMPSU”)
- Maybe our logo or something in the cover photos to garner interest (since a lot of people showed interest on Facebook)

#### Conference

- Still working on a rough list of speakers, potential ones are lecturers already
  - Chief of Police as well → get that diversity as it can get monotonous with only researchers doing lectures
  - Main point of doing Forensics is ability to branch out
- Dr. Templeton mentioned Dr. Pollanen to serve an advisory role (one of the lecturers for 4<sup>th</sup> year forensics course)
- It does depend on how much effort Dr. Pollanen is willing to put in
- But he would still be pretty valuable
- \*Keep in mind that Dr. Templeton is proud that we organize the conference ourselves, so having a faculty member helping may change that
- Jan 19 – booked the Macleod Auditorium
  - Have to pay for caretaking fees
- Names?
  - “decoding the past”
  - “beyond the lancet”
  - Need the word “Forensics” – buzzword
  - “translating the whispers of the dead”

- “reality of forensics”
- Looking for sponsorships
  - Main source of money: department and university, have gotten only one sponsor outside
  - Sponsorships can be tricky: we need to follow and be aware of requirements (e.g. printing a specific company)
  - From the university: obtained funding from DSIF, SIF, Special Project Funding from ASSU last year
  - We should probably lower our expectations of sponsorships, we’ll be frugal
- Posters
  - Maximum of 10 spots (soft limit) – fill up with LMP undergrads, the rest for graduates with posters related the speakers’ topic
  - We’ll decide the number after seeing the number of students able to present
  - May be an issue of possible posters since there is not much actual research in the field of forensics pathobiology
  - Judging: Faculty votes and popular votes → form in the booklet, or something they could just fill out and put in a box on the way out
  - Prizes: Certificates over lanyards
  - \*\*\* need to talk budget

#### BBQ

- \$50 from Metro, but need to bring a letter of support to prove authenticity of our group
- Helen to call Starbucks regarding Mentorship
- Plan for 2<sup>nd</sup> last week of August (20-24<sup>th</sup>) to avoid Frosh leader training
- How many faculty should we have there? Maybe have Dr. Templeton there (Since he’s friendly and has been to past BBQs).
- In the past, 20-30 going, 10 said maybe for the FB event
  - At any one time, at most 20, but definitely a good number showing up over the whole event
- \*\*\* remember to TAKE PHOTOS! Maybe have a designated photographer
- We’ll plan for 30 attendees to be safe, and if the situation arises, we’ll have a contingency plan
- Hot dogs > burgers for costs?
- Need vegan, halal options
- Grilled pineapples/corn
- Other vegetables for skewers (peppers, sweet potatoes)
- We have a stash of juice boxes (maybe check the expiry date)
- UTSU renting for grills: ~\$200, pay through security deposit, credit card, cheque → handle with group bank account/bank card
- Dig up BBQ budget from last year (estimated ~\$200 this year)
- Set up list of duties whenever needed (e.g. buying items)
- Icebreaker activities! (e.g. frisbee)

Need to write up budge projection for the events for UTSU, compare to how much we expect to get → correspondence with Abdullah

We should definitely try to get graphic designer ASAP for advertising for the opening events (BBQ, 2<sup>nd</sup> year reception)

- Send out the Form a couple of days after (after cooldown period)

By Next Meeting:

- Handle the interim/elections issue via poll
- Focus on 2<sup>nd</sup> year reception: have a tentative schedule
- Also focus on Mentorship program
- Letterhead for sponsorships?

9:20 – meeting adjourned