

Meeting Minutes - Dell Medical School Student Senate

Location: HLB 4.101

Date: 10/4/16

Time: 8 a.m.

Attendance:

Leonard, Hannah, Garrett, Juan, Jessica, Virginia, Brooke, Aydin

Agenda Items:

I. Run-down on applications (*Jessica*)

- Total applications - 33 individuals
- Qualtrics interface
- Discussion of voting process
 - Steve's proposed process - anonymous voting during meeting, Steve collects votes
 - Steve can override based on academic standing
 - Admissions committee member and LCME appointees will be chosen later - by appointment only
- Discussion of how to honor preferences/first-choices
 - Hand-off to Steve voting data at start of next week
 - Mimic medical match system (we don't incorporate preferences in our ranking - we incorporate this later)
 - Submit rankings before next meeting (Sunday night?)
- Consensus on voting process for student committees
 - All delegates will read through all applications and submit rankings of top 5 applicants anonymously through Qualtrics (to Tamara/Steve) by Sunday night (10/9).
 - A delegate will not read or vote for any committee to which a delegate has applied.
 - Delegates will not see self-expressed student rankings as they are reading through applications.
 - Steve will take rankings and remove any students who are ineligible without informing the senate.
 - Once rankings are done for each committee, Steve will bring rankings to senate meeting (10/11) of top 5 for each committee and we will together choose people for committee based on the voting (anonymous) and their ranking, based on the idea of the match.

- If a student is chosen a committee leader and it is their first choice, they will be matched. Any student for whom the match and their preference work for #1, they match.
 - We'll work through the committees based on self-expressed applicant preferences and work to fill all spots in similar manner.
- Discussion of how to organize applications for reviewing and voting
 - Creation of google doc with applications statements and without preferences
- Meeting ended at 9 a.m.

Action Items:

- Creation of "Committee Applications" google doc with applicants and their statements and without their preferences (*as a group*)
- Ask Tamara to create a qualtrics survey for us to submit our rankings (*Jessica*)
- Submit votes via Qualtrics before next meeting (*deadline TBD*) (*all Delegates*)
- Continue reviewing Constitutions (*all Delegates*)

Other Notes:

Goals for 10/4 meeting:

1. Review application numbers/slot filling for different committees/brainstorm if numbers aren't high enough.
2. Revisit Constitution writing timeline and "Purpose of The Senate"
 - a. Constitution research summaries
 - i. Leonard - NE and Mid-atlantic
 - ii. Virginia - California
 - iii. Garrett - Texas
 - iv. Brooke - Massachusetts
 - v. Jessica - Wash U
 - vi. Juan - Florida
 - vii. Aydin - New York Medical Schools
 - viii. Hannah -