



The University of Texas at Austin
Dell Medical School

Dell Medical Student Senate:
AGENDA

Date: 12/11/17 **Time:** 6-7:30pm **Location:** HLB, Conf Rm 4.105

Meeting Type: Senate Meeting **Called By:** Jessica Wenzel

New Agenda Items: 11/27/17	Prep Materials	Presenter	Time Allotted
1. Approve Minutes from 11/27/17	<ul style="list-style-type: none"> last meeting's minutes 	Jessica	5 min
2. Orientation Plans for New MS2 Senate		Brooke, Jessica	25 min
3. Update on Senate of Student Councils Involvement		Will	10 min
4. Open Time			10 min
5. Emergency Item (if needed)			5 min
6. Various updates		Steve	15 min
7. Election discussion, feedback, future thoughts?		Brooke	min

Meeting Minutes

Attendees:

MS1: DB, ML, CH, WS, TT

MS2: BW, AZ, GJ, HM, JR, LE, JW

Absent: KA, VW

Quorum Met: Yes

Also Present: Steve Smith

1. **Motion to Approve Minutes from 11/27/17:** DB, ML Seconded
 - a. **Approved:** Yes, unanimously approved by all present attendees
2. Orientation Plans for New MS2 Senate
 - a. Orientation planning: would like for outgoing Dellegates to attend for transition
 - b. Brooke to make drive folder to hold documentation for meeting



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- c. Tasks for Senate Orientation meeting: **TO BE COMPLETED BY JANUARY 7, 2017**
 - i. Copy of the Dell Medical School Student Body Constitution & Bylaws.
 - ii. Senate Goings-On: This should include highlights from the previous year and/or ongoing discussions where the new members will be expected to play a role in the discussion or voting. *Be sure to put current members
 1. Bylaw: Megan
 2. Coffee Break: Taylor
 3. Website: Charlotte/Will
 4. Committees: Dekoiya/Hannah
 5. Budget: Khaled/Aydin
 - iii. List of all current Dellegates and their contact information.
 1. On knowit
 2. Aydin to update GroupMe
 3. WHO TO UPDATE Senate LISTSERVE? Aydin
 4. Brooke to update with UT Orgs
 - iv. List of Task Forces, their missions, and members of each.
 1. Ensure this info is included in "Goings-On"
 - v. List of upcoming meeting dates. [Brooke to discuss with Tamara]
 - vi. List of important dates outside of meetings, which may include Senate Social, to be planned within the first thirty (30) days of the new Dellegates election.
 1. Soirréeitis
 2. Brooke to send Doodle poll
 - vii. Copy of the last three (3) Senate meeting minutes.
 - viii. Agenda for the upcoming Senate meeting.
 - ix. Access to the Senate Google Drive. BROOKE TO DO
 - x. Training on procedural elements of Senate meetings (submitting agenda items, etc.)
 1. MEGAN/Jessica
3. Update on Senate of Student Councils Involvement:
 - a. Will attended last meeting of the year, lot of focus on undergraduate academics but great for us to be there and get to know what's going on at main campus (ie. Halloween canned food drive)
 - b. Will also met with Pharmacy Council — they have great record of budget requests and it was for lots of t-shirts and food
 - c. We can have non-Senate members help out in terms of attendance/involvement — let's look into this for next summer when the next class starts



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- d. We should have all three bodies together: Student Government, Senate of College Councils, and Graduate Student Assembly — Perhaps make this a committee?
 - e. How do we formalize this going forward?
 4. Student Government: Khaled to write bill to include Dell into SG, attendance does seem lax there as well
 5. Open Time:
 - a. What constitutes a meeting and what should be included in the agenda?
 - i. We know we don't want to meet just because.
 - ii. We want to discuss things that need to be decided on or need input.
 - iii. Let's try putting updates and committee/task force info into email body for review and transparency.
 - b. Steve met with lady in charge, she said she will come over here to run training — Brooke said she can do it because she is on vacation. Megan said, "Go ern yer vercertion lerdy!"
 6. Emergency Item (if needed)
 7. Various updates- STEVE
 - a. Steve would like input on bad weather - is the current policy the right policy?
 - b. Sounds like there is too much ambiguity for MS2's — feels like being delayed is affecting their professionalism? What do other medical schools do? It varies. UTMB followed school regulations. Lots of schools also leave it to student discretion - that is possibly in places where weather is more common.
 - c. USPHS Award: Ask Toli, Cisco, and Misha about Health Academy and ask CD Doyle Clinic Directors to submit to potential review committee?
 - d. Separate email from Steve/Presidents asking for people to nominate
 - e. This July there is the potential we would have 4th year rotating students - in doing so, rotating room - you can swap housing while you are away doing your away location - We say yes, let's participate!
 8. Election discussion, feedback, future thoughts?
 - a. Survey: what worked well, what is your feedback, was there campaigning, what could be improved? TAYLOR
 9. Next meeting
 - a. NOT January 8
 - b. January 21, 2018