



The University of Texas at Austin  
Dell Medical School

Student Senate Agenda

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Location: HLB Conference Room 4.105

Date: Wednesday, May 15th, 2019

Time: 6:00pm - 7:30pm

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Agenda Items:

- I. Observation of Attendance and Quorum
  - A. Attendance logged digitally [here](#).
- II. Approval of Minutes from Last Meeting (04.17.19)
  - A. Minutes found digitally [here](#).
    1. Approved unanimously
- III. Task Force Reports:
  - A. Budget**
    1. Spoke with student affairs about compliance
    2. Will provide line item approvals moving forward for budget submissions
  - B. Bylaws**
    1. Constitution revisited:
      - a) Needs feedback from Senate in the next two weeks on the constitution and the questions framed around it
      - b) Voting to take place on change, unsure on if this will be blanket approval or line item approval
    2. Marielle, Sam, and Brooke to help Megan
  - C. Coffee Break**
    1. Agenda item below
  - D. Communication**
    1. Slack Best Practices! To be cleaned up and readable, then distributed
    2. CIO is thinking we'll get Outlook emails by June 1
      - a) There is an **MS2** pilot sign-up on Thursday the 16th from 8-5!! (TOMORROW)

- (1) Texas STAR access is only through austin.utexas.edu address, not utexas.edu address. Apparently you need this to see where people “Match” and get “Always” or something.

#### **E. DellMedKnowIt**

1. We still exist! Different focus in a post-Slack world.
2. Keep track of which student groups haven't made channels.
3. Ongoing - compile MS2 recommendations
4. Agenda item below

#### **F. Elections**

1. Agenda item below

#### **G. Innovation**

1. No updates this week

#### **H. Orientation**

1. Agenda item below on orientation topic updates

#### **I. Senate of College Councils**

1. Looking forward to the Summer Budget (for AY 2019-2020)
2. Good news - Spring soiree budget approved, additional \$391. Poke-E-Jo's BBQ being delivered. Setting up by the shell. LIVE MUSIC! SPEAKERS! FREE FOOD! NO PROGRAMMING!
3. Still have \$950 to spend through August
  - a) \$400 to restock the lounges
  - b) \$550 on other things, to be discussed later
  - c) Oliver to f/u on deadline for spending

### **IV. Student Affairs**

#### **A. Steve:**

1. Email to the MS1s today
  - a) Question 1: feedback on conversion of piano room or 4th floor lounge to quiet study areas for more study carrels, or to become other types of space
  - b) Question 2: Do we want dedicated DOCS room or not
2. Question 3: Study product vendors/ reps want access to students. This was organized last year and no one showed up. Steve and Tamara will figure this out in July/August.
3. We don't know what people want without polling them. Sorry about the polls. Answer them please. These polls will be designed and distributed by Senate.
4. Question for Steve: Ad-Hoc committees
  - a) 2-3 students used to appear on a committee for a given subject, wasn't hugely successful at the outset.

b) Turned to Student Wellness Advisory Meetings - everything that was suggested was implemented, four or five attendees at the most highly attended.

(1) Megan and Sam: How is the Wellness Fund determined?

(a) Steve: I put it in my budget, and I'm improving it. Sometimes we have the rug pulled out for it and the expense isn't approved. But we are working on getting something like a yoga instructor and chair massage...person in the building. Try to figure it out by June.

(b) Megan and Sam: Can there be a standing pot of money? Student Senate can have access to it and approve as it goes, maybe, that would be cool.

(2) Will: I like Sam's idea. But if you want a different route...

(a) If you want to hear from everyone, make it a part of DOCS, like a post-DOCS survey. That way you can work it out in a (mandatory and) protected time. Would ensure that you hear from the Student Body.

(3) Charlotte: If you make things mandatory, people will give you flak and you'll lose engagement.

(4) Virginia: Do not underestimate the energy of the MS2 -> MS3s; gives people a chance to pump up their CV, and things like this can be better when led by students - in the past, it was a load issue.

(a) Sam: I was on special events committee last year, and it was \*tough\*. We may need help outside of students.

(b) Virginia: I was thinking specifically Wellness.

(5) Steve: I'm in favor of going back to the way it was in 2016; and having Wellness, Career Advising, Academic Support, and Community Service committees with students picked by the Senate leading them.

(a) Megan: What is your plan to make them effective? They failed after all.

(b) Steve: I think it was a function of inexperience in this new context, for the 2020 class and for SA - some went well, some went not well. But overall petered out. Maybe with MS3s and MS4s we will have better structure and input.

(c) Sam: One of the problems we ran into on Special Events is not having an idea of our budget - will we be able to solve that going forward?

(d) Tamara: Some of the pipeline blocks have broadened the perspective of the finance people, and we are actively working on this and expanding what our movement is.

(e) Oliver: **Can we have a pot of money too?**

(f)

## V. **Academic/Professional/Personal Development**

A. Brooke - Review & Discuss Plan for Orientation - June 26th and June 27th

1. Orientation Plans ([linked here](#)) - “How to Student Body”
2. Senate, Communication, Events, Student Orgs etc.
3. Also going over Mentoring
4. Campus Round Robin is **dead**. Bat boat is **dead**. Instead, there will be a \*surprise\* activity outside in *beautiful places*.
5. Let them know where best practices exist and walk them through some important stuff
6. Oliver: Dell Med student culture and practices - how we do us (+1 Toli)
7. Virginia: We probably need to finesse the order
8. Toli:
  - a) We should think about talking to the “culture council” and get some input (Natasha, Whitney)
  - b) Everything is a work-in-progress
9. Invites to help with curriculum talks or student affairs talks from Steve and Beth Nelson coming soon

## VI. **Communication**

A. Virginia - “Update on travel mugs + next Dell Med Coffee Break (5/21)”

1. Two Things
  - a) Travel Mugs have been ordered. We will not be selling them at the next coffee break.
  - b) Next coffee break: State of Our School (Dean is giving an Address) is Tuesday happening before that, so we are co-hosting the coffee reception after. 10:00-10:30 there will be an espresso bar, and there will be big banners for DMCB. We aren’t going to advertise it independently like we usually do, but we will mention it via email. *Please come.*
    - (1) Sam: Will we be selling mugs?
    - (2) Virginia: No. Donors already spend a ton of money and we don’t want to look like Vampires.

B. Brooke - Student Body Feedback: Inter and Intra-class communications

1. Morgan’s feedback on communication:
  - a) Bottom-line: are we using informal channels for official business (i.e. asking for feedback). Business is conducted by email, but this should be a norm.

- b) Sam and Megan: We are mandated by Dell to check our emails everyday - we are not required to check our Facebook or other things. So there is an expectation that makes email our official means of communication.
- c) Charlotte: I think we can absolutely mandate people to use email exclusively. We need to have a source of truth, and email is that for us.
- d) Steve: We can enforce it by cutting funding.
- e) Oliver: Having a handbook for Best Practices with an incentive. Bring it up in orientation.
- f) Megan:
  - (1) We talked about the handbook before - I really think we need it in paper to give people at Orientation.
  - (2) Also, we are in so in-flux about Communication, that I don't think it's possible to incentivize and disincentivize certain behaviors.
- g) Steve: I don't think it's wise to have 1000 channels. It's not effective. 2 is reasonable. One can be official, one can be unofficial.

C. Will - What do we do with Wiki?

- 1. Will: Student groups could benefit from Slack and Wiki.
  - a) We could still use Slack with a pinned post to the Wiki
    - (1) Charlotte: Would that be a mandate thing?
    - (2) Will: I don't know. We're in-flux.
    - (3) Sam: Who decides on IG requirements and their existence?
    - (4) Steve: WE DO.
    - (5) Will: I will make the pages if need be.
    - (6) Sam: People can make their own pages.
    - (7) Will: No. They. Can't.
    - (8) Charlotte: Maybe SA can do it when the IG registers? DMKI creation was outrageous and not sustainable.
    - (9) Tamara: We should have it consistent across the Wikis in terms of the front pages.

VII. **Culture of Wellness**

A. Brooke - Spring Soiree Final Plans

- 1. Spring Soiree final plans - Tomorrow. Brooke is handling the food, and we're doing the invoice etc.
  - a) Anything else to promote besides a general email?
    - (1) Virginia: DOCS communication
  - b) Brooke: Pls come with your boos and BYOB

B. Jonathan - Student Body Feedback: Silent Study Spaces

- 1. Two students reached out to me wanting to offer ideas for design in the event that it occurs.
  - a) Kristan: can I design the space?

b) Evelyn: decisions about space - let's get feedback

## VIII. **Student Representation**

A. Virginia - "Elections TF will provide instructions on voting on MS2s to serve on UMEC/GSA during AYs 2019-20 & 2020-21"

1. Virginia: MS2s applying for UMEC and GSA (25 applications), so we have a lot to read through. So here is how we are going to do it:

a) We will blind elections: given how many people are interested, we want to protect against bias. It will be given out in a Qualtrics survey, and there will be a description of the committee with the subsequent blinded goals and ideas. If multiple open positions, you will vote 1 and 2 and 3 and etc, otherwise just 1. Have people independently count up the votes to avoid errors. Once done, people will be assigned to one committee to maximize the number of positions given.

b) Timeline: By Noon on Friday (May 17th, 2019) - We will only vote when we have a "quorum". Is that reasonable?

(1) Toli: Shook head "No" (somberly)

(2) Will: Nods

(3) Sam: I can do it.

(4) Megan: Sure

(5) Jonathan: Ye

(6) Charlotte: Yes

B. Jonathan - Student Body Feedback: Decision Making Processes

1. Brought up by a Student: I reached out to let her know we are sending out polls. COMPLETE.

2. Thank you for your feedback.

## IX. **Violets**

A. Violets to the organizers of Fungal Ball!!!!

B. Violets for Megan for being in Bylaws by herself (sadface.jpeg) and kicking ass there

C. Violets to peeps who are helping with Spring Soiree

D. Oliver for scoring us \$\$\$ for Spring Soiree

E. Virginia for setting up the elections for UMEC/GSA

F. Charlotte and Will for all the work they did on DMKI (again)

## X. **Action Items**

A. Marielle, Sam, Brooke to help Megan with Bylaw Task Force (Email to be Sent)

B. Disseminate information for the Spring Soiree

C. DMS Student Spaces Poll (Sam and Megan)