



The University of Texas at Austin
Dell Medical School

Student Senate Agenda

Location: HLB Conference Room 2.101

Date: Tuesday December 3, 2019

Time: 6:00pm - 7:30pm

Observation of Attendance and Quorum

- A. Attendance logged digitally [here](#).

Approval of Minutes from Last Meeting (11.19.19)

- B. Minutes found digitally [here](#).
- C. Move to approve the minutes: Taylor
- D. Seconded: Natalie
- E. Passed unanimously

Task Force Objectives and Key Results Reporting

- I. Looking at Task Tracker
- II. Round 1: 15 minutes
 - A. Communication:
 - **Outlook issue reporting:** Email help@its.utexas.edu and CC zai@austin.utexas.edu with any issues that you can't resolve by following the online processes found here to claim your Outlook 365 account:
https://ut.service-now.com/sp?id=kb_article&number=KB0017196
 - B. Senate of College Council
 - C. Constitution and Bylaws
 - The updates to the Student Body Constitution were approved by the Senate, and copies of the Constitution will be available in printed form in both lounges by the beginning of next week.
 - Senate attendance bylaw finalized. Vote taking place next meeting.
- III. Round 2: 15 minutes
 - A. Coffee Break: Thursday, January 16th Coffee Break to be our first coffee break of 2020!
 - B. DMKI:
 - C. Elections:

- Plan for a check-in with UMEC members in January (delayed due to late start in fall semester)
- MS2 Senate re-elections will be completed in the Spring, as per new constitution changes

D. Innovation:

Agenda Items:

I. Culture of Wellness

- A. Snow Much Fun: The Party- Taylor + Megan (5 minutes)
1. Lots of Torchy's is coming!!!
 2. Hot cocoa and cider also coming!
 3. Desserts alsoooooooo mmmmmm.
 4. Tamara, Taylor, Helen, and Lana to bring crock pots!
 5. Marketing: Post in individual class slacks and MS1s announce at LGI → 6:00-8:00PM

II. Student Representation

- A. Swag Discussion - Lana (10 minutes)
- Proposed idea:
 - a) Problem: Current situation with Dell Med Merch is not great and creating school spirit is important
 - b) Vision: Create an online student-only store through a joint senate-non-senate task-force and using SOCC as budget source
 - (1) Summer budget from SOCC: class-specific T-shirts
 - (2) Long-term goal is a self-sufficient store that students can interface with
 - (3) For now: Senate task force for now → creating a committee under Senate of College Councils that includes non-Senate members
 - To-dos:
 - a) Follow up with Veronica Cantu to figure out the marketing
 - b) Tamara is meeting with her on Thursday
- B. Society Shirts - Tamara (5 minutes)
- Vision: separate into societies and come up with a colored T-shirt with a design or mascot and student affairs will fund the purchase order
 - To-do:
 - a) Tamara to send-out guidelines for marketing
 - b) Create a slack channel for each society
 - c) Deadline:
 - (1) Submissions by January 31st
 - (2) Top three submitted to student affairs by Valentine's Day
 - (a) Dekoiya for Capitol

(b) Sam for Tower

C. Senate Attendance and Virtual Attendance Bylaw - Megan (10 minutes)

- Attendance Issues:
 - a) 2 unexcused absences in a row (based on student affairs policies for missing clerkships/class: doctor appointments, sickness, religious holiday, interviews, family emergency, clerkship duties, etc. - more permanent list to come)
 - b) 4 excused absences in a row
 - c) 4 absences in a semester
 - (1) Any one of these will result in a meeting with the current presidents
- Virtual Attendance
 - a) Virtual call in option 2x per semester

D. Student Feedback: (5 minutes)

"The third year involves juggling many priorities and responsibilities. I'm currently struggling with how to hold classmates accountable in groups/projects that require a regular commitment. It might be difficult to prescribe teamwork among 3rd year students, but maybe a bit more advance discussion around time requirements for 3rd year would be helpful (i.e. How does everything fit in?)."

Since this feedback was anonymous here are the thoughts from Senate:

- *We feel your pain!*
- *Gather data on the details of these teams (is this happening to just your team or is this more systemic?)*
- *Sometimes you have to change your expectations to make this work and facilitates conversation (Brooke mentioned she used to have timelines that weren't shared by her teammates so she had to learn to adapt, perhaps some members think contributing 1 hour per week is enough and you think it should take 5 hours per week, did you talk about it beforehand? Were the expectations shared or discussed? Do you need to discuss them as a team and re-group?)*
- *Resources that could help you with these conversations: The Rocket Model (via Dr. Eddie Erlandson)*
- *Are there other faculty members who could help you have these conversations that you could reach out to?*

III. Academic/Professional/Personal Development

A. Peer Development Program Update - Brooke + Charlotte + Megan (10 min)

- Guidelines being reviewed by the senate
- Will reach out to the MS3s and MS4s to gather interested groups for mentorship
 - a) MS1 and MS2 to follow
- Goal: have peer coaching beta test up and running by January 2020
- Horizontal mentorship
 - a) DOCS feedback improvements --> coaching in the DOCS course

- B. DOCS Cleaning (5 min) - Megan
 - We have an assignment and a “chore” sheet ready to hang up
 - To-do:
 - a) To buy:
 - (1) Big fedex calendar with DOCS groups for each calendar
 - (2) Expo markers that have magnets
 - b) Things to create:
 - (1) Jolo will continue to be the enforcer of this project and start with baseline clean → Poster: “You cook here? You clean here.”
 - c) **This will begin January 1st: Each MS1 DOCS group will be responsible for cleaning their respective lounge once every five weeks**
- C. Interprofessional Education (5 min) - Sam
 - Sam has been working with a student at the pharm school, nursing school, and social work, to form a committee that will be in charge of planning interprofessional events.
 - We need someone to sit on this committee ideally starting in January to do the following:
 - a) Help organize presenting at joint journal clubs
 - b) Service events
 - c) Social events
 - Sam to follow up on how to best find this person from Dell (does it need to be an upperclassman, does it need to be by application, etc?)

IV. Communication

- A. Doodle Poll for Next Semester Meetings - Megan (3 min)
 - Last meeting of 2019
 - Next semester = new schedules
 - NO TUESDAYS next semester
 - Megan will send out a poll to senators

V. Student Affairs Update

A.

VI. Violets:

A.

VII. Action Items

- A. Sam + Dekoia will put out a call for society shirt designs
- B. Sam will create an application for a position on an interprofessional committee
- C. Megan to send out senate doodle poll

- D. The entire MS1 class: prepare for weekly assignments to clean the societies.
There will be society points attached