

## Rehabilitation Sciences Student Executive Committee Agenda

Date: Sept 21 2018

Time: 9am Friedman Boardroom

Attendees: Michael, Jenn, Laura, Calvin, Kamal, Logan, Jesse, Andrew, Katie, Lauren

Regrets: Gurk, Julia

Minute Taker: Calvin

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### Agenda:

#### 1. Approval of past minutes

Laura put forth motion

Cristina seconded

#### 2. Hello to new potential members, discussion of RSEC roles

##### - Which committees need more members?

- Professional development committee needs help with organizing fall workshops

- Social committee (Calvin + Jesse)- would be nice to include a member from outside of the Hunt lab

- Scientific committee members – good as it stands, but also open to shuffling positions if others want the experience

##### **Action items:**

**New members** will meet with Jenn to discuss roles to take on

**Existing members** contact Jenn if you want to try something different this year!

#### 3. Fall workshop series update (Jenn, Cristina, Julia)

##### i. Four workshop events (half on- campus, half off-campus)

##### ii. Workshops:

##### 1. Mentorship panel (off-campus)

First opportunity for mentor-mentee pairs to meet , includes panel discussion of mentorship. Good to have this early in the series in order to kick off mentorship program

Update from Cristina: We have received 8 Mentor applications, but only 2 mentee applications.

○ **Action Item (Cristina):** to resend recruitment email for new students once they are added to the mailing list

○ **Action Item: Michael:** to confirm new students are added to PHD-lists and rehab masters mailing list. **Jenn** to check in with new members and make sure they are receiving emails within the week.

##### 2. Writing workshop (UBC)

Update from Cristina – Letitia from OSOT able to provide us with resources for writing workshop, but she has a COI that prevents her from helping directly

○ **Action Items: Cristina** clarify our workshop objectives with Letitia first, then if needed, **Michael** will talk to Sue Forewell about seeking

writing workshop help from Letitia to sort out COI

Contact writing commons from G+PS for support

- **Laura to connect Cristina** to Jacky Brinkman, to discuss writing and graduate success workshops

3. Non-academic career panel (Off-campus)

We will bring back former RHSC trainees who have transitioned to industry to speak about their experiences.

4. Knowledge translation workshop

Workshop on communicating to a non-academic audience. Outcome of workshop will tie into a talk series at Tapestry (UBC).

Update from Michael – Tapestry people want something sooner than the spring, invite Tapestry contact to next RSEC meeting to flesh out what they want

- Try to plan timing of this workshops to tie into an earlier Tapestry talk
- **Action item: Michael:** Notify Tapestry representative of next RSEC meeting. If they are unable to attend **Jenn** will organize a meeting with Tapestry and Scientific committee in early October.

iii. tentative dates and schedule

- Every Tuesday afternoon, starting in November
- Possible workshop Locations: GSS loft, Nest “UN room”, Center for Hip Health, ICORD.

**Action Item (Workshop Series Committee):**

Expanding invitation list outside of RHSC – related faculties/programs (CHHM, experimental med-probably not, ICORD, Kinesiology) Target advertising to groups that are local to the area the event is being held

**Action Item: Jesse** talk to Riley and Shannon about ICORD committee

**Action Item: Jenn** contact Anny about requesting funds for workshops

Talk to new members in RHSC 500 to coordinate workshop dates to match with their RCR class

4. Mentorship (Cristina update)

5. Fall lab crawl

- Lab crawl location?
  - UBC
- Organizing team
  - **Katie, Logan, Laura, Calvin**
- Dates
  - During a Tuesday in late October

6. Fall social event?

- Potential ideas
  - **Action Item: Calvin** plan pub get together/trivia night (e.g. Stormcrow)

## 7. Research Day 2018 Survey Results

- Responses were in favor of continuing to hold research day as an annual event
- Preferred a rotating location
- Look into providing videoconferencing for attendees who can't make it in person.
- Connect with sunnyhill and GF strong as possibility for next year's location?
- feedback to give lots of advance notice of the date, and don't change the location
- We should always include calendar event invitations for our events to make scheduling easier for attendees
- possibility of extending invitations to research participants (or their parents) next year. Also want to advertise broadly in the building we are holding the event, so individuals in related labs can attend!
- Hold next year's event in **April** to coincide with end of classes
  - i. Potentially include 3MT talks for 502 students as a mandatory presentation?  
**Michael** to speak with 502 instructor about this

## 8. Other

- Logo – we have an RHSC social media avatar, sanctioned by UBC
  - o Our homemade RSEC logo is open for use for RSEC events, but it must clearly state that it is representative of the student society, and not the graduate program!
- Aciton item: **Jesse**- need to confirm name change for social media accounts from Rehabilitation Sciences Executive Society to Rehabilitation Sciences Student Executive Society

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Next Meeting: First two weeks of October