

## Rehabilitation Sciences Executive Committee Meeting Minutes

Date: Friday February 24, 2017

Time: 11:00 am Friedman boardroom

Attendees: Michael Hunt, Jesse, Andrew, Bea, Sue, Kelcey, Riley, Brody, Cristina, Laura, Sarah, Gurk

Regrets: Bolette, Calvin, Jenn

Minute taker: Kelcey

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1. Approval of past minutes: Approved.

Agenda:

1. Sue talk

RSEC 2017 theme?

- Diversity/inclusivity
- Currently, the majority of members from 3 labs within the program. So, how do we reach out to the rest of Rehab Sciences?
- Student satisfaction survey\*\* reuse survey from last time
  - o Action Items:
    - Andrew to send out survey, using RSEC website
      - Compare results to 2015 survey
    - Generate a post-doc survey → Brody and Kate to discuss, come up with questions and provide to Andrew

FOM Grad Studies Student Led Initiative competition (Michael Hunt has some ideas!)

- FOM graduate and post-doctoral education committee (student reps from each department in FOM (Sue sits on this committee)
  - o Host a competition and provide funding for up to a \$1000 for initiatives that help with graduate student training
- Potential idea for submission:
  - o Luncheon learn\*\* (to be hosted mid-May 2017)
    - Non-academic career trajectory focus
    - UBC careers → could provide speakers
  - o Action Items:
    - Sue to send out details on competition application. Deadline April 15th

- Michael Hunt to be faculty sponsor, other staff/faculty need to provide letters
  - Contact Mitacs
- Jenn to lead?? Laura, Sue, Kelcey to assist. Brody will represent post-docs.

Welcome Cristina – in role as Professional Development Officer

Terms of reference questions?

- Needs updating
  - Action Items:
    - Brody and Kate to review and add suggestions for points regarding post-doc involvement.

## 2. Future lab crawl / December Social update (Andrew/Jesse)

- Lab crawl at St. Paul's planned for April/May 2017 (Camp, Guenette and potentially SFU lab (Brody connection) to possibly present)
  - Action items:
    - Andrew to confirm date

## 3. Researcher/Clinician Idea (Riley/Sue/Cristina)

- Riley update: March 14<sup>th</sup>, 2017 webinar for therapists to gauge research interest
- Survey to be sent out following webinar to attendees (general survey for clinicians)
  - Action Items:
    - Riley to contact Alison Hoens (has database of clinicians who are interested in research)

## 4. Mentorship (Sarah)

- Sarah update: things seem to be going smoothly; waiting to hear back from Michael Jenner regarding incoming students to gauge interest in mentorship program.
  - Action items:
    - Sarah to create participant satisfaction survey and send out by Feb 27<sup>th</sup>, 2017
    - Sarah to send email to Sue with stats on mentorship program for upcoming department meeting

## 5. Newsletter (Gurk)

- Goal is for release in April 2017.
- Items to include
  - Award announcements

- Conferences/presentations
- RSEC social
- New member bios
- Future plans?
- Action items:
  - Kelcey to send old newsletter (template) to Gurk

## 6. Website (Andrew update)

- Sue and Michael Hunt to encourage faculty members to check out the trainee talks on the website at upcoming department meeting
- Andrew to contact Brenda Wessel and Letisha to put a plug into the PT and
- Feature publications with links for students who have new first-author articles coming out
- OT Departments to check out the website
  - Action Items:
    - All new members: provide 2-3 sentence blurb about who you are, and photo.
      - Andrew to send blurbs to Gurk for newsletter.
    - RSEC members to send updates to Andrew regarding recent student publications from their labs
    - Andrew to send email out to grad student list to collect recent pubs/being featured on website for other reasons
    - Create twitter account! Gurk and Laura to get account going.

## 7. RHSC Research day (Bolette, Laura, Calvin, Bea)

- Scientific Committee update: Plan is to schedule event for end of October in 2017

### Event ideas:

- 3-minute thesis competition
- Different styled presentations: timed slides, word limit/just images
- Ted-Talk? Faculty (instead of keynote?)
- Poster presentations? Poster “talk”
- Poster display (posters from previous conferences)

### ○ Action items for Scientific Committee:

- Pick a date and work around it, so we can give lots of notice attendees
- Invite Clinical faculty (email as soon as we know date)
- Decide on keynote and also theme for keynote presentation: Sue Forwell, Bill Miller, Catherine Backman

- Room booking -- Centre of Brain Health, booking request to be made week of May 8<sup>th</sup> Plan B: Same location as last year? Other ideas? Make booking as back-up!
- Recruiting post-docs to review abstracts → Brody to review list
- Generate Budget Sponsorship ideas

8. FOM Research Day update (Jenn) – regrets from Jenn so update at next meeting

9. Community outreach idea from Jesse on behalf of Calvin: student-faculty event where we raise funds to donate to a rehab-relevant charity

- Increase involvement in charity/athletic events e.g. Sun Run
- Create Rehab Sciences team

10. Intermural RHSC teams? (Jesse, Calvin?)

- Idea: student-faculty event where we raise funds to donate to a rehab-relevant charity ie: a student-faculty hockey game, taking part in an organized event like the Sun Run etc.
- Michael Hunt commented that we should try to pick a charity that isn't disease specific to keep with the RSEC theme of diversity/inclusivity for 2017
- Calvin has done a lot of work for this and has a lot of ideas
- Suggested to add an item or two to the survey going out about what types of activities students would want to be involved in to participate and/or volunteer

11. GF Strong Research Day May 2017

- Promotion poster for RSEC Research day?

12. Other

- Laura asked about becoming affiliated with GSS as there are likely to be benefits for booking rooms, grants we can apply for etc
- Sue will check in with Chris Cochrane (former MSc student rep) to see what he found out as he was the last person to look into this.
- Sue also to ensure new members have access to the RSEC drive

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**Next meeting: Sue/Jenn to book for 4-6 weeks from now unless there is a more urgent need to meet re: FOM student led initiative.**