

## Rehabilitation Sciences Executive Committee Agenda

Date: Wednesday July 13<sup>th</sup>

Time: 10:00am Friedman boardroom

Attendees: Kristin, Kate, Brodie, Bolette, Kelcey, Andrew, Bea, Cristina, Jenn, Calvin, Jesse, Riley, Laura,

Regrets: Sarah, Gurk, Sue

Minute taker: Jenn

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1. Approval of past minutes:

Motion put forward by Kelcey, Jesse seconded

2. Mentorship (Sarah/Jenn)

a. Plan for the fall – how do we build the program?

Send out an intake e-mail in September, do a speed mentorship in Nov/Dec,

Hold follow up event in the spring with mentor pairs?

Have a structured event beginning with a faculty/post-doc panel about what mentorship is, and how to develop effective mentorship.

Send a call out to faculty members who might be interested in helping. (Pat is going on sabbatical from Sep)

**Action Items:**

- Cristina to help coordinate mentorship program
- Cristina, Jenn and Sarah meeting next week to discuss next steps
- Jenn to send out intake e-mail in early Sept for students seeking mentorship, and post-docs/faculty to mentor.
- RSEC to promote event at welcome to new students.

3. Post-doc stuff (Brody update)

a. Update on survey

Survey results will be useful to identify gaps where post-docs feel they aren't being supported (useful for RSEC and for RHSC faculty).

Responses: Generally positive responses for post-doc opportunities. The lowest rankings were for opportunities for service/committees. This means there is an opportunity for RSEC to capitalize on this gap,

**Action items**

- Brodie to send out reminder e-mail for post-docs to complete survey
- In future recruitment communications with post-docs, be sure to emphasize how RSEC events have a committee/service component.
- Look to recruit a new post-doc to replace Kate in RSEC. Ideally we would recruit a female post-doc with an OT background.

#### 4. Researcher/Clinician Idea (Riley/Cristina)

- a. Update: survey to RHSC student to gauge interest in working with clinician. Pat Camp and Naz can help us find clinical contacts who are interested in working in research.

There is an existing initiative to recruit clinicians for participation in the MOT and MPT research projects. We should integrate with the MPT and MOT research courses. RHSC students will then have an opportunity to work with MOT and MPT students on these projects, and clinicians can be paired with faculty members in guiding research questions.

##### **Action Items:**

- Riley and Cristina to reach out to Pat and Naz to explore the possibility of including RHSC students in this year's quality Improvement projects w clinicians. Second, begin planning for next year's MPT 552 course. Pat and Naz can hopefully reach out to clinicians to provide clinical research questions for next year's research project roster.
- Laura will investigate contacts in the OSOT department and MOT program to connect with clinicians.

#### 5. Community outreach idea (Calvin/Jesse)

- a. September event

Terry Fox run, on Sept 17 2017. We can set our own fundraising goal, maybe of \$50 per participant, for a total of ~\$500. We can look into developing t-shirts for participants, depending on interest.

. Cristina will design a RHSC logo for t-shirts

##### **Action Items:**

- Jesse to send out e-mail promoting the event in late summer, we will want to send it to incoming students also.

- Promote the run at student orientation on Sept 12.  
Look into organizing a post-run social. Perhaps a barbeque or Sunday brunch?
- Cristina to look into RHSC logo design, Cristina and Jesse to research t-shirt printing options (oddball, coastal rain, MAKE)

## 6. TOR updates (Bolette)

### a. Inclusion of Postdocs

Kate is resigning from RSEC due to other commitments. Thanks Kate for all your work and ideas! We will send out an email to post-docs to share the opportunity to serve UBC by joining RSEC.

### b. Faculty member to join RSEC?

We discussed the possibility of inviting another faculty member to be part of RSEC. Will RSEC count towards the faculty's service workload? Will faculty have a vote on the committee or be a liaison/advisor? Include an open invitation for faculty to come to our meetings on the terms of reference. The updated TOR will need to be approved at the next faculty meeting in October.

#### **Action Items:**

- We still have some things to think over in the ToR revision
- We want to include "faculty liaison" in the ToR, with a minimum of 1 faculty liaison. Need to investigate the best language for the "liaison" role.

## 7. Social media

### • **Action items:**

Jesse to reach out to Gurk to organize a facebook page to organize social events (ie: organizing a Canadians game, group hikes, food cart festival)  
We also need a facebook feed on the website to promote socials events (Andrew?)

## 8. June Lab crawl

### a. THANKS to Andrew, Brodie and Jesse for coordinating

### b. Lessons learned and ideas for next lab crawl?

Try to pair it with events that are already ongoing so we can increase attendance.

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**Next meeting:**

1. Website (Andrew update)
2. Update on student publications (Cristina)
3. Action Items:
  - a. Updates of bios: #years in program, Bea MSC rep, Bolette PhD rep
4. Social media/Newsletter (Gurk)
  - a. THANKS to Gurk for putting the Spring 2017 newsletter together
  - b. Plan for newsletters going forward
  - c. Twitter accounts – UBC guidelines
5. RHSC Research day (Bolette, Laura, Calvin, Bea)
  - a. Scientific Committee update
6. Become affiliated with GSS (Laura update)
7. Intermural RHSC teams (Jesse)