

## Rehabilitation Sciences Student Executive Committee Agenda

Date: June 2, 2020

Time: 10:30am-11:30am, Zoom Meeting

Attendees: Gordon, Katie, Bill, Jasmin, Thalia, Christy, Sarah, Jessie, Kim

Regrets: Kendra, Cristina, Myrah

Minute Taker: Kim

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### **Agenda:**

#### **1. Approval of past minutes**

- a. Christy and Jasmin

#### **2. RHSC Program Chair Update (Bill)**

##### **i. GPAC**

1. Current information from recent discussion currently unreleased → appears to be compiled for release to students a later date

##### **ii. RHSC Program**

1. Meeting for program committee - June 16
2. Concerns/Discussions:
  - a. Financial issues for trainees → COVID as catalyst for financial distress for students previously strained financial prior to COVID, e.g. loss of part-time jobs
  - b. Many OT faculty unaware how trainees are impacted by COVID, and the underlying financial strain
3. Produced 2 action items:
  - a. Further consideration of better financial remuneration for trainees → unsure of shape, potential contingency fund for students in distress?
  - b. Continue to manage anxiety and stress related to COVID
  - c. Faculty unsure of how else to support trainees, hope that some of the stress will be relieved by the relaxation of restriction in Phase 2
4. New RHSC courses:
  - a. No progress on courses as focus is on COVID for now
  - b. Will look at courses in the future when COVID is over, student input will be valued then
5. PT program review to come, therefore also RHSC program review
  - a. Bill ensured a student voice will be on the RHSC review committee
6. Pat is now chair of Awards Committee as Naz has moved onto another role

#### **3. Pandemic-Time Check-In**

##### **a. Student Survey Discussion**

- i. Results shared with Karen Ross
- ii. Concerns/Discussions:

1. Should it be circulated for action?
2. How can we ensure students felt that their voices were heard?
3. Should we reach out to those who did not complete the survey? Concerned about those who did not respond
4. Low response rate from Post-Docs as only 3 responded
5. Demonstrated interest in remote gatherings e.g. Zoom writing group
6. There are many resources in place to address most of the comments made by students
7. Current sample size of 41 students

**iii. ACTION ITEMS:**

1. An email will be circulated to all RHSC trainees which includes:
  - a. Executive summary to highlight main themes that were identified → **Gordon, Jessie, Thalia to begin writing summary**
  - b. Direction to current resources to address the comments made → **Jessie, Christy to begin compiling resources**
  - c. Highlight RSEC's immediate response to the results of the survey which was the individualized emails (see below)
  - d. Stay tuned for further details moving forward on slack

**b. Student Check-in Initiative**

**i. Update/Discussion:**

1. Overwhelmingly positive response and appreciation from students who were contacted by individualized emails
2. While a majority of students were reported stable, students who reported at risk situations have been escalated and support is now being arranged for them. Many situations were not necessarily COVID related, but COVID has been a catalyst for crisis in previously strained situations.
3. Any updates on overall supervisor expectations on sample size, proposal, defense from FoM?
  - a. Formally addressed by G+PS, passed down to GPAC, who then informed supervisors
    - i. Extensions have been granted, reduced sample size allowed, understanding of changed projects midstream, recognition of reduced productivity during this time
  - b. Supervisors have been encouraged to understand the effects of the pandemic

**ii. ACTION ITEMS:**

1. Individual level → **All students who sent out individualized emails are asked to send follow-up emails to students who did not respond**
2. Program level → Email to be sent out to all trainees in RHSC program (see above), include COVID related changes to expectations in program wide email

#### 4. Admin (Gordon/Kendra)

##### a. Preparing for next year

###### i. MSc Rep

1. Katie to transition Kim, Kim to attend June 23 meeting

###### ii. Social Committee Lead

1. Sarah to transition Myrah to Social committee
2. Myrah and Katie met re: social committee events
3. Discussed the restructuring of future due to COVID
4. Myrah now has access to FB and Twitter

##### b. GSAG (Graduate Student Advisory Committee) Representative

###### i. Katie will be transitioning out of this role, replacement needed

###### ii. Ideal to have the same person to serve as Wellness Representative on RSEC and as the GSAG Representative to ensure cohesion between positions and information/resources shared at GSAG meetings

###### iii. Sarah and Cristina have both expressed interest, Gordon/Katie to meet with them regarding these positions

###### iv. **ACTION ITEM:** Katie to write small summary about these positions: RSEC Wellness Rep, the GSAG Rep

##### c. Additional roles available include:

###### i. Secretary, Treasurer, Website Manager, GSS Representative

###### ii. Confirm Myrah is Social Committee Lead

###### iii. Professional Development Committee may need additional hands for events

##### d. Application form for new RSEC members

###### i. Katie has made an application form to circulate to potential new RSEC members to formalize process

###### ii. **ACTION ITEMS:**

1. All are asked to review the form posted on the Google Drive and offer any feedback on questions
2. Kim to reach out to 2 new potential members with approved application form

#### 5. Professional Development Committee

##### a. Tri-council workshop

###### i. Webinar going out in August for incoming students for September intake

###### ii. Planning to be discussed at next meeting (July 7)

#### 6. Orientation for Incoming Students (September Intake)

##### a. Discussion:

###### i. How can we better welcome incoming students given current COVID restrictions?

###### ii. RHSC 500 is to be held online, therefore there will be no in-person RHSC classes

###### iii. Should we start the mentorship program earlier to increase connections earlier?

###### iv. Individualized check-ins?

###### v. Potentially mandatory orientation?

**b. ACTION ITEMS:**

- i. Another meeting to plan orientation be held June 18<sup>th</sup> 2pm-3pm – check email for Zoom invite from Bill, all interested in helping should attend!
- ii. To discuss:
  1. Individualized check-ins→ Thalia, Christy to create email template
  2. Launching mentorship program earlier

**7. Scientific Committee update (Christy/Kim)**

- a. Unsure what Research Day will look like next year due to COVID
- b. Christy and Kim to meet to transition role

**8. Next Meeting: July 7 10:30am-11:30am**