Rehabilitation Sciences Student Executive Committee Minutes

Date: November 3, 2020

Time: 4:00pm, Zoom Meeting

Attendees: Gordon, Bill, Cristina, Smurthi, Koehle, Myrah, Jasmin, Kim

Regrets: Thalia, Joannne

Minute Taker: Kim

Agenda:

1. **Approval of Past Minutes 🡪** Jasmin, Cristy
2. **Approval of Agenda🡪** Myrah, Kim
3. **Program Update 🡪** Bill

Bill reviewing McMaster Rehab Science program:

* Similar program tensions replicated at McMaster e.g. limited resources
* At McMaster $13 500 PhD stipend, but free tuition
* 4.8 years average time to complete PhD 🡪 aiming for 4 years
* 2 years average time to complete MSc
* Estimate that COMPs add 8-14 months to a trainees advancement through program

At UBC:

* Movement to increase minimum PhD stipend $18000 to $22000
  + No movement for MSc minimum stipend
  + Exploring tension of how to balance this among newer professors who cannot recruit new students with this minimum stipend in place
* Higher average times for completion
  + 5.5 years for PhD 🡪 looking to reduce to 5 years but maintain quality of work, status as top program in Canada
  + 26 months for MSc
* Discussing guidelines for COMPs
  + Discussing if 20 minute presentation should be held before COMPs
* Discussing admission requirements 🡪 sliding scale admission GPA

1. **Professional Development (Cristina)**

**How to be an RHSC Academic Blog Series**

* *Topics from Mentor Feedback:*
* Working Remotely
* Financial Assistance
* Securing External Funding
* Socializing with others in program during COVID
* Struggles for international students in first few “setup” days of grad school
* Navigating grad school as a young mother and trainee
* *Proposed Blog Topics:*
  + New to grad school🡪 how to create an effective time table/schedule, building connections/networks, working remotely, financial assistance
  + Finding your routine🡪 mental health, social time, working with different stakeholders (clinicians, institutions etc.), TA ships
  + Setting yourself up to succeed in academia🡪 what your CV should look like, conferences/networking
  + TOPIC 1: How to navigate the first year of grad school
* *Overarching Theme*: Local RHSC Knowledge, from students to students
* 6-9 writers including
  + From diverse programs: MSc, PhD, and PD
  + Both domestic and international
  + 2-3 writing teams
* Potential interviewees (looking to branch out beyond RSEC members):
  + Riley, Kamal Gill, Sara Izadi as senior PhDs
  + Julie Faieta <https://twitter.com/julie_faieta?lang=en>
    - Exceptional at crafting her online presence through social media and podcasts
    - Does a lot of non-traditional productivity including knowledge translation products
  + To send out finished blog post via newsletter, PT weekly email, email lists, FoM website, RSEC website

**ACTION ITEM:** Recruiting members to help with writing content and interviewing

Current blog working group: Smruthi, Cristy, Kim, Myrah 🡪 more help needed

Please email Cristina to join Blog working

**ACTION ITEM:** Blog working group to meet

1. **Mentorship and Wellbeing**

* **Program-wide Wellbeing Check-in Nov 2020**
  + Goals
    - Assess and address well-being of program students
    - How are they doing?
    - Direct them to resources
    - Identify any trending issues
* Engage students in RSEC activities
* Check-in format
* Email all MSc, PhD, and PD trainees with invitation for Zoom chat (~1hr)
* Combined welcome email/check-in for January Cohort
* Flexibility in arranging Zoom🡪 consider small groups depending on level of interest
  + Each RSEC volunteer can decide how many they want to do Mentors will take care of check-ins with their mentees (5 MSc, 11 PhD)
* Can use this communication opportunity to:
* Engage students in blog series either as contributor or just to check it out
* Recruit mentors for January 2020 Cohort (~6 students)
* Ask January Cohort if interested in mentorship program
  + Emails aim to be out by next week: November 11 – volunteer to help with check-in initiative: Koehle, Jasmin, Gordon, Kim, Smruthi 🡪 Cristina, Cristy to help with chats if needed

**ACTION ITEM**: Gordon to draft the email template

**ACTION ITEM**: Emails to be sent out by November 11

🡪Koehle, Jasmin, Gordon, Kim, Smruthi to send out emails to students

**ACTION ITEM**: Gordon to get student contact list from Bill

**ACTION ITEM:** Coordinate Zoom calls with respondents,Cristina, Cristy available to help with Zoom calls if needed

**ACTION ITEM**: Gordon to set up meeting with all check-in volunteers to coordinate email and Zoom schedule

1. **Social (Myrah)**
   * Myrah presented year-long itemized budget for social events
   * Upcoming events:

* Gingerbread house making social via Zoom with in-person supply pick-up
* Paint-night via Zoom with in-person supply pick-up
* Pot-painting via Zoom with in-person supply pick-up
  + **Next event:** Gingerbread house building social via Zoom
* To cap at 20 students
* Planning to reimburse international students up to $5
  + **Welcome packages**:

**ACTION ITEM**: Get Hallowe’en candy on sale

**ACTION ITEM:** Bill to approve budget for social events

1. **Budget (Thalia) 🡪** Moved to next month’s agenda

* Consider moving toward a yearly budget that is proposed once a year to the program

1. **Website (Cristy)**

* Christy met with Sarah and now has the ability to make website changes🡪 planning to create a cohesive look with RSEC website
* Cristy partnering with PT staff to overhaul RHSC graduate program website (rehab.ubc.ca)

**ACTION ITEM**: Please provide feedback on the current RHSC Graduate Program website in the #website slack channel

**ACTION ITEM**: New members (Koehle, Smruthi, Joanne) to send their bios to Cristy

1. **Student-Buy via Behavioural Analysis 🡪** Moved to next month’s agenda

* To discuss: what is stopping students from participating? Using COM- B, consider the social momentum, physical opportunities (access, time), habitual motivation (forgetfulness)
* Planning to tailor engagement strategies on

Messaging based on what events you do

Action item: current and incoming student for wellness emails

1. **Next Meeting: December 1, 2020 at 4pm**