# EdUS General Council Meeting

[Wednesday, September 7th, 2022]

## Call to Order

#### Attendance

| Attendees | Tianna Kloepfer, Anna Leung, Justin Liao, Jessica O’Gorman, Bailey Roy, Jessica Talbot, Kelly Eden, Matthew Diabo, Nattamon Takeo, Susan Zhang, Zainab Khan, Maia Mazzone | Via Zoom: Lili Chen, Audrey Dupuis, Shawn Wasshermulh, Megan Berty, Katy Barenbaum |
| --- | --- | --- |
| Late Attendees | N/A |
| Regrets | Gabi Spangenberg, Claudia de Felice |
| Absent without Regrets | N/A |

#### Adoption of the Agenda:

Justin Liao, Nattamon Takeo

#### Approval of the Minutes of the Past Meeting:

Megan Berty, Anna Leung, Jessica Talbot

## Executive Reports

### \*Motion\*

VP Academic presents: U0 Representative for EdUS

* Motion regarding the addition of a U0 representative to sit on the EdUS General Council
* Anna spearheaded the project and Justin redacted the motion that we will speak of later in the meeting
* Here’s the motion link: [Motion Regarding the Addition of a U0 Representative on the EdUS General Council.pdf](https://drive.google.com/file/d/1FOeJfYNwLnv2TzK1N0Q0tyWzS0xx5h7_/view?usp=sharing)
	+ *How many U0’s are there? In terms of their nomination kit, how many signatures would they need?*
	+ Motion passed (*see New Business*)

### President

WELCOME TO COUNCIL!

* Meetings are mandatory, if you cannot attend in person please let myself or Lili know so we can arrange the Zoom link for you. If you have conflicts because of work or a class we need to know.
* Keep reports relevant and concise, what is pertinent information about your portfolio that needs to be brought up.
* If you cannot attend a meeting, it is your responsibility to read through the minutes to keep up to date on any new council information.

Portfolio Reminders

* With many of you on FE3 this is a friendly reminder to not forget about your responsibilities to this council. We all signed contracts and if you are unable to uphold the duties of your position, please let me know.
* All reps need to be on 2 executive-led committees and create a Facebook/Instagram page to keep their cohort in the loop of events and important information.
* All members of council are encouraged to attend as many EdUS events as possible. I know we all have lives outside of council, but let’s support one another!

Fall Elections

* Available positions: U1 K/Elem Rep, U1 Sec Rep, U1/2 TESL Rep, U1 BA Global Context in Ed Rep, U2 K/Elem Rep, U4 Sec Rep, SSMU Rep, Senator, Speaker, Exec Admin
* CRO: John is interested in the position again
* *Regular Period - Approved*
	+ Nomination: September 12th to September 23rd
	+ Campaign: September 24th to September 30th
	+ Voting: October 1st to October 3rd
* *Extended - Approved*
	+ Nomination: September 12th to September 30th
	+ Campaign: October 1st to October 7th
	+ Voting: October 8th to October 10th

Faculty Council - Need 2 Representatives

* Faculty Council meetings (2 hour in-person meetings scheduled on Wednesday mornings starting at 9 or 10 a.m.)
* Both EdUS members are welcome to attend Faculty Council meetings but it is fine if only 1 member can attend and give a report/update on EdUS activities and concerns to the Faculty Council. The report is no longer than 15 minutes. Faculty Council addresses academic matters and is attended by the Dean, Associate Deans, Chairs, 1 academic rep from each dept (DISE, ECP, KPE) EdUS, EGSS, and 2 Admin Staff.
* Meeting dates: Tianna attending
	+ Wed Oct 12, 2022 (usually they begin at 10 a.m. but on occasion they may start at 9 a.m.)
	+ Wed Dec 14 2022
	+ Wed Feb 1 2023
	+ Wed March 29 2023
	+ (There will be 2 other holds if needed but they have not been decided yet; 1 in the Fall in November and one in the Winter in April)

Faculty Council Steering Committee

* Faculty Council Steering meetings (1/2 hour meetings to approve the agenda for Faculty Council Meetings. If there are no questions or motions submitted for a Faculty Council meeting, I ask for approval of the agenda by email and no in-person meeting is required).
* Meeting dates: Tianna attending
	+ Wed Oct 5, 2022 (time tbc)
	+ Wed Dec 7 2022
	+ Wed Jan 25 2023
	+ Wed March 22 2023
	+ (There will be 2 other holds if needed but they have not been decided yet; 1 in the Fall in November and one in the Winter in April. Only 1 member of EdUS must attend Faculty Council Steering Committee meetings)

APC Meeting

* Hybrid learning options (sending out a survey for us to fill out and to send to our cohorts)
* Emphasis on in-person learning university
* Revisions for the B. Ed. PIF program, looking to remove the requirement of the language test
	+ *Re. Megan*: 1 message about concerns surrounding not enough options for courses, 1 section per course
	+ *Re. Justin*: not much we can do about the way courses are scheduled, doubt any changes will be made, reaching out to professor is probably the best bet
	+ *Re. Tianna*: bringing it up in next APC

Vent Over Tea

* Looking to table in the building in October

### VP External

Welcome Back Grilled Cheese Fest

* This Friday, September 9th at 11:30 AM until 5 PM on the Terrace
* Lara, the Career Advisor is helping us to invite some staff
* We **need** volunteers to help us run the panini presses and prep the food (posting sign up sheet on Facebook page, people in office hours will be helping)

Committees

* Charity/External Committee
	+ Recruit at the Welcome Fest and social media
	+ They will help us with publicity, communication with certain charities, recruiting and supplies for events

### VP Finance

E-Transfer and Cheque Requests

* Reminder to fill out e-transfer and cheque requisition forms when making purchases that are EdUS-related!
* If you are unsure about the purchases you are planning to make, send me a text and I can help you. E-mail me (finance.edus@mail.mcgill.ca) once you’ve added the form to the appropriate folder :)
* If this was confusing or you can’t find the forms, let me know because they should all be in the “Finance” folder.

FROSH Finances

* I’m just working on organizing all the Frosh finances with Shawn and Bailey!
* Also organizing credit card transactions

SAPEK

* Will be meeting with our RBC bank advisor soon to finish the signing powers transfers for our friends at SAPEK.

New Lounge Decor

* Omg new furniture in the lounge?!!! Please make sure the new furniture is being treated nicely when you’re in your office hours or just hanging around! I worked really hard on building everything and ordering everything <3.
* The new office couch + another lounge table are coming on Thursday (would also appreciate some help with moving the current office couch out! Message me if you wouldn’t mind helping)
* The new office table came in today!
* New coffee machine (please don’t break the water compartment, I am begging you be nice)
* New mini-fridge coming in at the end of the month

Council

* Council crocs? In addition, to council sweaters
* Possible retreat (?)
* *Re. Shawn*: “Honorarium” for faculty council members?

### VP Internal

FROSH

* It happened
* Working on the clean up and closing everything down
	+ This includes the finances, we’ll be faster than last year hopefully
* SUPER successful, we sold out in 2 days and all our events went pretty well! LEADERS AND STAFF KILLED IT
* Photos and video coming soon
	+ All Frosh files will be put on the EdUS drive when we have released photos and video

Detention Den

* Bar manager(s?) because Shawn and I can’t get downtown for 5 RIP back to back FE3 & FE4
* Remember that y’all need to be on committees and this one is the most fun
* Applications reopened so we can fill up our committee with Froshies, deadline September 9 (Friday)
	+ <https://docs.google.com/forms/d/e/1FAIpQLSeuILDkLVFT104HgN672vjGWT6J83GaxJBHMKLPDEAT-sfBIA/viewform?usp=sf_link>
* Server training required if you want to work at the bar, there are sessions being held but we are trying to organize an EdUS one.
	+ <https://involvement.mcgill.ca/>
	+ 2 trainings per month
	+ Need student IDs of everyone that did the training last year pls
	+ Did everyone do August 18, 2021?
* Working on getting our liquor license, if we don’t have it in time first DD will be at Tipsy Cow

FYRE

* Once we have DD organized and U1 reps we’ll get started with FYRE

Upcoming 2022-2023 Events

* We have an outline: [INTERNAL EVENTS 2022-2023](https://docs.google.com/spreadsheets/d/1YG4H2GCj0r1-S6WSH5ToneULS3yHhyCMzbNJd7Xd6uI/edit?usp=sharing) but basically nothing is set in stone
* Venues that we may be using this year:
	+ Tipsy Cow
	+ Cafe Campus
	+ Majesthé
	+ Diablos
	+ McKibbins
	+ La P’tit Grenouille (St. Laurent location)

### VP Student Wellness

Sustainability Committee

* We will soon send out invites to join the Sustainability Committee.
	+ Monthly meetings
	+ Apply for SPF fund
	+ Promote sustainability within the Faculty of Education

September Events

* Wellness packages – try to get them out Friday depending
* Agenda/Syllabus/Semester Organization Workshop
	+ Rent a room, bring tea, music, and organize together
	+ Try to reach out to first-years especially
* September 26th – World Peace Day (make a post)

### VP Academic

EduBuddies

* Promoted during Frosh
* Hopes of pairing mentees and mentors by mid to end of September
* Still lacking participants from both ends
* CCR request pending from myInvolvement McGill

PedTalks

* List of potential speakers finalized
* Emails to a few potential speakers sent out
* CCR request pending from myInvolvement McGill

School of Continuing Studies Mentorship Program

* Over the summer, Tianna forwarded this project/communication to us
* We are working with the School of Continuing Studies to aid construct their mentorship program

DISE Meeting of September 7th, 2022

* Matthew attended the DISE meeting
* Information is to be added after the meeting

MART Meeting with SSMU VP UA of September 6th, 2022

* Spoke about the Know Your Rights campaign organized by SSMU so students are more aware of their academic rights on campus and in classes
	+ If you know anyone in “Policy Issues in Quebec Education” and/or “Educational Psychology”, let Justin know!
* Spoke about creating a general complaint system that will be used across all faculties, but that will include some faculty-specific systems such as the process for stage issues process (ISA)
* Spoke about the course survival guide project that Justin mentioned he wanted to initiate. It would resemble the NUM Survival Guide but for complementary/elective courses education students mostly take. This project may become a university-wide initiative as well

~~U0 Representative for EdUS~~

* ~~Motion regarding the addition of a U0 representative to sit on the EdUS General Council~~
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### VP Communications

Council Intros

* If you haven’t filled out the council intro form, please do! It was sent out at the end of last semester and we really want to get this finished with
* We also need this to update the website so please do asap :)

Merch

* Time to order new things
* Ash gray crewnecks sold out quite fast so we can order more of those!
* What else would you like to see as merch? We’re open to ideas :)
	+ Bucket hats
	+ Accessories (e.g., lanyards, mugs)
	+ Quarter zips, sweatpants
	+ Selling old merch (e.g., muscle tanks) at reduced price/giveaways
* Garage sale?!

LISTSERV

* I suppose we can do this every other Monday (so bi-weekly) starting next week
* Last year we sent out a Google Form which worked pretty well so we can do that again! (Texting/messaging us privately doesn't do anything :))
	+ *What goes on the Listserv?* Examples: DD, EduBuddies, wellness, events, different ways to get involved in the faculty/school
* Here’s the link: <https://forms.gle/ndBKkAUBDVsQ8kup6>

### Executive Administrator

Fall Elections

* I’ll be running in the Fall elections to (hopefully) hold this position for the rest of the year!

Council Meetings

* Meeting day and time might be changed after the Fall Elections (a new When2Meet will be sent out after other position will be filled)
* General council meetings are mandatory and will be in-person (e.g., provided there are no issues related to Covid).
* Reports are due prior to the meeting; please be sure to have them completed, in the Drive, with shared access by 11:59pm the night before to remain respectful of my time.

Office Hours

* Schedule will be reworked during add/drop period, and is bound to change after the Fall Elections (a new Doodle will be sent out after other positions will be filled)
* Jobs during office hours:
	+ 1 chore from list
	+ Selling merchandise (QR codes link: [Merchandise Payment Links](https://docs.google.com/spreadsheets/d/1v8NE517BT_n-c0zxCS_ra3JXpdMNvjrNqYj4F_O0tCc/edit?usp=sharing))
	+ Assigning lockers (spreadsheet link: [EDUC Lockers (2022-2023)](https://docs.google.com/spreadsheets/d/1X4_lf7ThpinNqMsHmvM6iG1CaD-AI0cdswEg0XIfraw/edit?usp=sharing))\* I’ll be filling in gaps when I return in-person next week!
	+ Answering general questions
	+ Please respect this shared space and take care of all our furniture!
* Everything’s in the “Office” folder in the Google Drive, but let me know if you need any help!

Office Access

* Everyone should have access to the office, executives have access to storage
* Please let me know if your ID card isn’t working for you

Room Bookings

* In contact with the current building director, Mr. David Maris
* If you need to book a room/space in the building for an event:
	+ You can make a request yourself if you like, using this McGill Office Forms (forms link: [McGill Room Booking Request Form](https://forms.office.com/Pages/ResponsePage.aspx?id=cZYxzedSaEqvqfz4-J8J6jUpnd0g8ltKuJI6NQHUTtxUNFlVTzZXOUlBVzAyRTkxU1NQQ1FDU1JNQS4u)
	+ You can let me know and I can get it done much faster, please make sure you have the information listed in this form (for bookkeeping reasons)[EDUC Building Room Booking (Request Form)](https://docs.google.com/document/d/10d0Hd1jyoVzbkYCKgtUVvUfekI7jtw7Ct9VOnnqoIMk/edit?usp=sharing)

## General Reports

### Equity Commissioner(s)

Current Project

* Annual “We Will Walk Together” event
	+ This year’s theme: Education is the Key to Reconciliation
	+ Time & Date: September 30, 10:00 a.m. - 12:00 p.m. (TENTATIVE)
	+ Location: Public Learning Space in Education Library
* Event details:
	+ Information fair; inviting students and staffs to present and research projects on Indigenous education/pedagogy
	+ Looking to invite Indigenous elders and musicians & possibly inviting Indigenous artists to sell their works, but currently discussing the “mood” we want the event to be in (Truth and Reconciliation Day is not a celebration)
	+ No march; anticipating that the general student body will be holding our own
* We are representing EdUS in the organization of this event but everyone is invited to join
	+ We may need funding to compensate Indigenous elders and musicians; will discuss with VP Finance after discussing with Dennis (who is discussing with DISE)

FEEDIC, DEDIC, & DISC Committees

* Not yet resumed for the 2022-2023 academic year

Other Committees

* Send us a DM if you would like to be part of the Anti-Racism Committee or the IRP Committee!
* We will expand on this more when there is a full council
* Equity trainings to be on EdUS once we have a full council

### U1 K/Elem Rep

*N/A [Position unfilled]*

### U1 Secondary Rep

*N/A [Position unfilled]*

### U2 K/Elem Rep

*N/A [Position unfilled]*

### U2 Secondary Rep

*N/A [Position unfilled]*

### U3 K/Elem Rep

Nothing to report.

* Inquiry about an EdUS Tiktok (message Katy about login credentials)

### U3 Secondary Rep

Nothing to report.

### U4 K/Elem Rep

General

* Idea to display/organize merch for students to see or try out
* Idea to organize a training session for new representatives (around the office)
	+ Contact Lili with questions, possible “training session” if needed
	+ Lili will look into a more efficient transition for new members (e.g., document, video, etc.)

### U4 Secondary Rep

Nothing to report.

### TESL Rep U1 & U2

*N/A [Position unfilled]*

### TESL Rep U3 & U4 bm

September

* Facebook group created!
* Bringing back Katarina’s Library idea!
	+ Bookshelf is built in lounge, will contact Kat about providing books
	+ “Trade off” system
	+ Consulting budget for buying some books to fill the shelf
	+ Please donate if you have any!
* Peaceful art nights on Fridays for FE3 folks who suffer
* I hope everyone's semester has started well :))

### SAPEK Rep

*N/A [Position unfilled]*

### MEdUSA Rep

*N/A [Position unfilled]*

### SSMU Rep

*N/A [Position unfilled]*

### Senator

*N/A [Position unfilled]*

### Speaker

Interim appointed: Chloe Adoutte

## Closing

#### New Business

Splitting U1/U2 and U3/U4 TESL reps

* Difficult to reach people not in their own cohort
* May need to revise the nomination requirements (i.e., number of signatures)
* Will look into this with VP Academics and TESL reps

New banner for EdUS

* VP Comms and VP Externals

Motion for Approval:

| Yes: Everyone | No: None | Abstain: None |
| --- | --- | --- |

#### Next General Meeting

Wednesday, September 21st, 2022 beginning at 7:00 pm

#### Adjournment

Tianna Kloepfer, Lili Chen, Bailey Roy