



AGENDA

AS Council Meeting

Wednesday, October 18, 2019, 5:30 PM

Rm 132A, School of Medical Building, 15 Arch St, Kingston, ON

1. Opening Remarks and Land Acknowledgment
 - Dawn Armstrong
2. Adoption of the Agenda
3. Reading and Adoption of the Minutes of the previous General Meeting
4. AS Lectureship Awards (Term 2B and 4B)
 - Hamza Wajid
5. Reading and Adoption of the President's Report
 - Danny Jomaa
6. Reading and Adoption of the Financial Report of the Vice-President Finance
 - Laura Mantella
7. Reading and Adoption of the forthcoming year's budget by the Vice-President Finance
 - Laura Mantella
8. Annual Reports of Committees
 - Danny Jomaa
9. Installation of the Officers-Elect
 - Anna Tyker
10. Amendments to the Constitution and By-laws
 - a) Motion to update fourth year funding policy
 - Laura Mantella
 - b) Motion to redefine attribution of fees
 - Laura Mantella
 - c) Motion to redefine AS membership
 - Laura Mantella
 - d) Motion to change the responsibilities of the First Year Curricular Representatives
 - Danny Jomaa
 - e) Motion to change who approves the AS Awards
 - Danny Jomaa
 - f) Motion to change duties of First Year Class President
 - Danny Jomaa

- g) Motion to add the Course Representative selection process to the duties of the Curricular Representatives
 - Danny Jomaa
- h) Motion to Remove Faculty of Health Science Board from the Class Presidents' Role
 - Rae Woodhouse
- i) Motion to add the Hospital Liaison Committee
 - Rae Woodhouse
- j) Motion to change By-Law 16 to a policy statement
 - Anna Tyker
- k) Motion to add Lectureship Awards to the AGM schedule
 - Danny Jomaa
- l) Motion to change description of Ex-Officio members
 - Danny Jomaa
- m) Motion to change duties of the Vice-President of Academic Affairs
 - Danny Jomaa
- n) Motion to change duties of the Vice-President of Internal Affairs
 - Danny Jomaa
- o) Motion to change the duties of Council
 - Danny Jomaa
- p) Motion to change the duties of Officers
 - Danny Jomaa
- q) Motion to change the terms of the Global Health Committee
 - Danny Jomaa
- r) Motion to change the process of disputed elections
 - Danny Jomaa
- s) Motion to clarify the elections and term timelines
 - Danny Jomaa
- t) Motion to remove By-Law 11
 - Danny Jomaa
- u) Motion to remove By-Laws 7 and 8
 - Danny Jomaa
- v) Motion to update the duties of the President
 - Danny Jomaa
- w) Motion to update the duties of the Communications Officer
 - Danny Jomaa
- x) Motion to use gender-neutral language throughout the Constitution
 - Danny Jomaa

11. Adjournment

MEETING MINUTES

KEY TAKEAWAYS:

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- 1. Opening Remarks and Land Acknowledgment – Dawn Armstrong
- 2. Adoption of the Agenda
 - Seconded by Noah.
- 3. Reading and Adoption of the Minutes of the previous General Meeting
 - Available to check out on the qmed.ca website whenever you so choose.
- 4. AS Lectureship Awards (Term 2B and 4B) – Hamza Wajid
 - Thank you for everyone who came out for the presentation of these awards – especially the doctors!
 - Term 4B:
 - Dr. Jason Sack – manages to keep learning engaging and interesting despite some overall burnout in term 4B.
 - Term 2B:
 - Dr. Bob Connelly – a wonderful lecturer who made a great e-book full of study notes for the students.
 - Dr. Michelle Gibson – lots of passion evident behind her teaching in the GOP course and a great first year director.
- 5. Reading and Adoption of the President's Report – Danny Jomaa

Rae: Past Presidents Report:

- Goal is to summarize what happened between the last SGM and now.
- We founded, planned, and executed the dream fund.
 - Just putting final touches on the student gym, but kitchenette renovations are done.
- Laura and Danny navigated the Student Choice Initiative changes that came into effect this September.
- We held a successful referendum last year to join the SGPS instead of the AMS.
- We began revival of Faculty of Health Sciences (FHS) Interfaculty events.

- Lots of successful athletics, wellness and social event.
- The global health committee saw its first restructuring last year, very successful
- Lobbied to the FHS to reduce tuition.
- Worked towards smoother council transitions, by electing positions in the spring and creating the history of AS document.
- Words of wisdom from Rae:
 - Show up to events and support each other.
 - Be a part of AS first and your specific role second.
 - Try to leave your role better than when you found it.
 - Plan things around when you'll be busy, and don't be afraid to offload.
 - Get to know the UGME – it's a privilege and you can learn a lot.
 - Reflect on the privilege you have to represent your peers – take pride in that.

Danny: Plans for 2019-2020

- Set an overall goal of having a positive collaborative dynamic with AS, class councils, and the student body.
- Hoping to solidify existing projects and work from last year, and also lay the groundwork for future initiatives (without overreaching too much).
- Governance committee has met already to propose constitutional changes.
 - We're doing a scan to see how much of the constitution is relevant to what we do.
 - We're hoping to move parts of the constitution into Policy Statements where we can more readily respond to feedback from the student body.
- More intra-professional events are coming up, with nursing, OT, and PT.
- Did some advocacy around the proposed changes to the University Alcohol Policy.
- Attended the CFMS general meeting in St. John's with some other council members, and brought back ideas.
- Advocacy goals:
 - Planning a working group with other MedSoc presidents to advocate to UGME deans to reduce costs associated with electives.
 - Advocacy around improving equity and diversity in the medical admissions process.
 - Implementing a permanent policy to give clerks time off to vote on Elections days.
 - Improving access to LMCC practice tests.
 - Continuing efforts to give final year students the day off on Match Day.
- AS goals:
 - Finalizing the dream fund project, specifically the student gym in KGH.

- Making the constitution more accessible and functional.
- Making the qmed.ca website more useful.
- Review impact of the Student Choice Initiative on our budget and potentially identify new sources of funding.
- Overall goal of 2019: supporting projects that come from student ideas. Contact Danny or anyone else on council. Attend our AS council meetings if interested in learning about ongoing projects.

6. Reading and Adoption of the Financial Report of the Vice-President Finance – Laura Mantella

Laura: Reviewing last year's budget report on behalf of Claire

- Total surplus \$29,000 (\$19,000 is dream fund, \$215 is global health fund, \$441 is SLP QMeals on Wheels, \$209 to jack.org, some money for wellness as well).
- Preclerk class transfer down to \$4.25 from \$5.75, due to increased carry-over from O-week. Class transfers are now set at \$4.75 per student in clerkship.
- Social, athletics, and global health budgets increased (came from last year's surplus).
- Spent 98% of the dean's fund – huge success!
- Better spending on Mentorship groups, due to policy change that allowed all groups to access all funding in term 2.
- Increased student interest group funding to reflect an increased number of groups.

7. Reading and Adoption of the forthcoming year's budget by the Vice-President Finance – Laura Mantella

Laura: Budget for this year:

- Most changes due to the student choice initiative.
- AS officer funding moved to the dean's fund.
- BAMS careers exploration grant was moved to the AS budget
- The VP Internal's building maintenance budget was kept under AS operations
- The class transfer fee was optional – budgeted at \$0 but 300/415 students actually opted-in to pay.

8. Annual Reports of Committees – Danny Jomaa

- This is a report on the major accomplishments of each committee last year, and some plans for this year.
- Governance and President:
 - Created the AS council historical document to track changes to the constitution.

- Made many constitutional changes.
- Held a successful Spring election for longer transition periods.
- Revamped information on the qmed.ca website.
- Academic Affairs and Finance:
 - Introduction of integrated clerkship streams at UGME level.
 - Added clerkship representation to the curricular committee.
 - This year:
 - Hoping to hear experiences with the electives cap policy.
 - Finalizing dream funds project.
 - Transitioning budget allocation due to the student choice initiative.
- University Affairs and External Affairs:
 - Successfully transitioned to the SGPS.
 - Completed Unplanned Absences in Ontario Medical Schools project.
 - This year:
 - Hoping to increase student engagement with the CFMS and OMSA
 - Planning to create formal avenues for local advocacy
 - Launching the OMSW planning committee (hosting in 2021).
- Global Health and SIRO:
 - Successful first year of the new Global Health Committee structure.
 - Started new project to display indigenous art in SMB and received faculty support.
 - Advocated to include the GH carousel in the curriculum.
 - Hired the first SIGCO to oversee a significant part of the IG portfolio.
 - This year:
 - Hoping to streamline applications for IGs, SLPs, and student initiatives funding
 - Continuing global health overseas observerships
- Athletics and Social:
 - Planned interprofessional dodgeball and many other successful events
 - This year:
 - Dodgeball with faculty.
 - Getting clerks to attend Med Games.
- Wellness & Equity
 - Created online feedback mechanism for clerks to submit feedback from rotations
 - Worked to continue to improve the Anti-O curriculum
 - Held many successful wellness events
 - This year:
 - Continue mental health open mic nights

- Expand wellness events to include other FHS students
- Organizing our first risk/ distress response training

9. Installation of the Officers-Elect – Anna Tyker

- Formal welcome to the members of AS council!

10. Amendments to the Constitution and By-laws

- Motion to use “adopted nemine contracindente” voting to expedite the voting process. You can open a speaker’s list if you want to open a discussion. If no discussion is initiated, the motion is passed (“adopted nemine contracindente”). If you want to ask a clarification question, you do not need to open a speaker’s list.
- Seconded by Iku, and unanimously voted for motion. Motion passed.

a) Motion to update fourth year funding policy – Laura Mantella

- Whereas the treasurer previously needed a signed form to transfer remaining class funds the following October, a form is no longer needed.
- Adopted nemine contracindente.

b) Motion to redefine attribution of fees – Laura Mantella

- Whereas current practice involved attributing 100% of fees as they are received, it will now attribute fees each fiscal year as follows: in first semester, 100% of funds received will be used in that year, and in second semester, 100% of funds received will be used in that year.
- Adopted nemine contracindente.

c) Motion to redefine AS membership – Laura Mantella

- As the AS membership fee has been restructured, the Aesculapian Society will be responsible for collecting the mandatory fee, the optional fee, and membership dues to the CFMS which is only payable by the incoming class.
- Adopted nemine contracindente.

d) Motion to change the responsibilities of the First Year Curricular Representatives – Danny Jomaa

- Motion to move rotating observerships responsibility from 1st year curricular reps to the Academic Coordinator portfolio.
- Adopted nemine contracindente.

~~e) Motion to change who approves the AS Awards – Danny Jomaa~~

- Moved to Spring General Meeting instead.

f) Motion to change duties of First Year Class President – Danny Jomaa

- The first year class president is not involved in appointing the MVN directions.
- Adopted nemine contracindente.

g) Motion to add the Course Representative selection process to the duties of the Curricular Representatives – Danny Jomaa

- Curricular reps will formally be required to select course reps, early enough that course reps can maximally support the course.
- Adopted nemine contracindente.

h) Motion to Remove Faculty of Health Science Board from the Class Presidents' Role – Rae Woodhouse

- The class presidents sit on the SOMAC Committee, not the FHS board.
- Adopted nemine contracindente.

i) Motion to add the Hospital Liaison Committee – Rae Woodhouse

- Clerkship co-presidents and curricular reps sit on the hospital liaison committee.
- Adopted nemine contracindente.

j) Motion to change By-Law 16 to a policy statement – Anna Tyker

- By-law 16 describes everything to do with interest groups. IG procedures change frequently, so removing from Constitution and changing into policy statement to make more accessible for changes.
- Adopted nemine contracindente.

k) Motion to add Lectureship Awards to the AGM schedule – Danny Jomaa

- It is already in spring general meeting schedule but not officially in Fall yet. Just adding it.
- Adopted nemine contracindente.

l) Motion to change description of Ex-Officio members – Danny Jomaa

- Explaining in more detail what honorary, general and ex-officio members are.
- Ex-officio members have portfolios connected to that of a council member. No voting privileges.
- Adopted nemine contracindente.

m) Motion to change duties of the Vice-President of Academic Affairs – Danny Jomaa

- Moving H.G. Kelly Lectureship details to a policy statement. Adding their responsibility to select and collaborate with the academic coordinator.
- Adopted nemine contracindente.

n) Motion to change duties of the Vice-President of Internal Affairs – Danny Jomaa

- Clarifying that they are not involved in organizing O-week, do not sit on the faculty board, and do not run a session to introduce the incoming class to AS council in O-week. Adding that they oversee various non-athletics awards, maintenance and cleaning of the lounge/ kitchenette, and oversee the student mentorship program.
- Adopted nemine contracindente.

o) Motion to change the duties of Council – Danny Jomaa

- Remove “Choose delegates from the Society to attend functions” because people are usually aware of functions they need to attend or they choose substitutes.
- Discussion point: Could this duty be moved down the list or moved into a policy statement? Is it redundant to have policy statement for it because it is done anyways? Is it helpful to formalize that we should choose our representatives together (Ex. Rachel attending the Wellness conference)?
- Motion to propose a change in wording and vote on this at the SGM – seconded by Noah.

p) Motion to change the duties of Officers – Danny Jomaa

- Summarizing the details about how to have respectful communications with the UGME and staff.
- Adopted nemine contracindente.

q) Motion to change the terms of the Global Health Committee – Danny Jomaa

- Changing Gender and Sexual Minorities Committee to the LGBTQ+ Health Committee, and ensuring that each committee is led by two co-chairs.
- Adopted nemine contracindente.

r) Motion to change the process of disputed elections – Danny Jomaa

- Whereas disputes were submitted to the governance committee, the CEO is more known and accessible and equipped to deal with election dispute. Concerns about elections must be submitted within 10 days of the election to the CEO ideally, or president/ members of the Executive council. They will communicate the resolution to the student, and student can petition for a referendum if the issue is not adequately addressed. Class presidents should not be the people to go to.
- Adopted nemine contracindente.

s) Motion to clarify the elections and term timelines – Danny Jomaa

- Clarifying the 3 election periods: Fall, September, January (who is elected when, when each term begins and ends, and what the transition period is).
- Adopted nemine contracindente.

t) Motion to remove By-Law 11 – Danny Jomaa

- Removing bylaw about Medical Variety Night needing to report to the AS, as the AS is not directly tied to MVN (other than support, funding).
- Adopted nemine contracindente.

~~u) Motion to remove By-Laws 7 and 8 – Danny Jomaa~~

- Moved to Spring General Meeting instead.

v) Motion to update the duties of the President – Danny Jomaa

- Clarifying that the President represents the society at the SGPS roundtable and CFMS President's roundtable, is a member of various committees, and also organizes an intro session for the incoming class about the AS council.
- Adopted nemine contracindente.

w) Motion to update the duties of the Communications Officer – Danny Jomaa

- Removing terms about reporting to Queen's Archivist or monitoring interest groups who violate Facebook posting rules (this is SIRO domain) to align with current practices.
- Adopted nemine contracindente.

x) Motion to use gender-neutral language throughout the Constitution – Danny Jomaa

- Changing instances of "he/ she" and "his/ her" to "they/them/ their" to represent all genders. The AS is committed to equity and inclusion in all communications.
- Adopted nemine contracindente.

11. Adjournment

- Thank you for coming!
- Policy statements are available on AS website. They are relevant to specific portfolios and can be changed at any time.