



## 2T5 Class Council 2021-2022

**Date:** Wednesday, October 6th, 2021

**Time:** 14:30 - 16:00 (planned), 14:30 - 15:37 (actual)

**Location:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_N2ZjNzI3OGUtNzNkMS00YzM0LTg5YmUtOTAyNDMyMG4ZGNj%40thread.v2/0?context=%7b%22Tid%22%3a%2278aac226-2f03-4b4d-9037-b46d56c55210%22%2c%22Oid%22%3a%225d2b07bb-a5f0-4f9d-af7d-005917471d5b%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_N2ZjNzI3OGUtNzNkMS00YzM0LTg5YmUtOTAyNDMyMG4ZGNj%40thread.v2/0?context=%7b%22Tid%22%3a%2278aac226-2f03-4b4d-9037-b46d56c55210%22%2c%22Oid%22%3a%225d2b07bb-a5f0-4f9d-af7d-005917471d5b%22%7d)

**Minutes:** Mackenzie Richardson

**Present:**

- Christine Tan, UPS President
- Ubaid Ur-Rehman, President
- Nicolas Pham, Vice President
- Mackenzie Richardson, Secretary-Treasurer
- Emily Lam, Faculty Rep
- Daniel Lamontagne-Kam, Faculty Rep
- Sasha Mohindra, CAPSI Rep
- Ayman Lakhani, CAPSI Rep
- Hitisha Solanki, Social Rep
- Ashish Gante, Monograph
- Alyssa Matsumura, Pharmakon
- Kay-Ann Ormsby, Webmaster
- Nickalos Narine, Athletic Rep

**Regrets:**

**A. Call to Order:** Mackenzie Richardson

**B. Motion to Begin:** Ubaid Ur-Rehman, seconded Nicolas Pham

**C. AGENDA:**

**1. Updates/Presentation from Council Members**

**a. UPS President - Christine Tan**

- i. Introduction: meeting format
  - **Don't be shy about embarrassing yourself!**

**b. President - Ubaid Ur-Rehman**

- i. Welcome!
- ii. How council works
  - Mostly free reign to run as we see fit
- iii. Meeting formalities
  - Motion to begin, call to order -> enter a professional mindset
  - **Formal process: initiate a motion -> second it ->**
- iv. How often do we want to meet?
  - **Class council meetings once a month**
  - Motion: Ubaid, seconded: Daniel **PASSED**
  - Meetings to be held based on class schedule



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- **Poll coming soon to set next meeting**
    - v. Open suggestion box/form for class
    - vi. Shared Google Drive
      - Shared on U of T emails
  - c. Vice-President - Nicolas Pham**
  - d. Secretary-Treasurer - Mackenzie Richardson**
    - i. Introduction
  - e. Faculty Reps - Emily Lam & Daniel Lamontagne-Kam**
    - i. In contact with professors -> Daniel and Emily are the conduit between faculty and students
    - ii. Prepare weekly schedules
      - Post -> instagram accounts
    - iii. Any issues with classes? Contact Emily and Daniel
  - f. CAPSI Reps - Sasha Mohindra & Ayman Lakhani**
    - i. CAPSI events in November
    - ii. Suggestions for events?
  - g. Social Rep - Hitisha Solanki**
    - i. Social calendar for the year
      - How many events? What events? When? Where?
    - ii. Funding details
      - Money comes through fundraising
      - Big money maker: Merchandise sale
      - Paid entry, smaller events
  - h. Monograph - Ashish Gante**
  - i. Pharmakon - Alyssa Matsumura**
  - j. Webmaster - Kay-Ann Ormsby**
    - I. Contact from previous webmaster?
    - II. Deadline for website?
    - III. Opinions for the website?
      - Preferred layout? Pages? Information?
    - IV. Criteria for website?
  - k. Athletics - Nickalos Narine**
- D. Budget/Finances**
- a. Ubaid and Mack will have to schedule an appointment with the TD Bank on Bay St to open up a community bank account. Requires a signed letter from Brenda Thrush. A letter template has been provided by UPS Executive Secretary Al-amin.
  - b. Once opened, UPS will grant us with a \$250 Start Up Fund.
  - c. Money raised can be used to run events, run raffles, etc. We should save a portion for our graduation ceremony.
  - d. We should look for ways to raise revenue.
  - e. The money we raise now will be retained through the years -> used for graduation**
    - i. We set the basis for years to come



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### E. Charity Week

- a. Run by the VPs of each class's council. Although typically run in November, it is currently being planned for mid-January.
- b. We as a class must decide on a charity to support.
  - i. Engage the whole class to choose a charity

### F. Social Media

- a. Start a 2T5 Instagram account.
- b. Potential Key Phobs as well.
  - i. Motion: Nic; Second: Ubaid **PASSED**
    - Ayes: 8
    - Nays: 1
    - Abstain: 1
- c. Discord class council open forum channel?
  - i. Unique roles on discord
  - ii. Class council channel
  - iii. Motion to open channel: Nic; seconded: Nick **PASSED**
- d. Introduction to class council post
  - i. 2T4 class council page -> headshot, role, intro
  - ii. Motion to make intro post: Mack; seconded: Nic **PASSED**

### G. Headshots

- a. Three options:
  - i. Upload your own photo to use.
  - ii. Use your Who's Who photo that Pharmakon has taken.
    - Will be uploaded to Google Drive
  - iii. Request Pharmakon's assistance with taking new headshots.
    - Ashish is a photographer, willing to take photos
- b. **Vote will be conducted after view of Who's Who headshots**

### H. Website

- a. Suggestions form - to use for class council as well as Dean's meeting
  - i. Track our progress, class's feelings and attitudes
  - ii. Dean's Meeting: Ubaid, Nic, Emily, and Daniel meet with Dean, discuss issues
    - Reading week?
- b. Previous Class councils had:
  - i. Published meeting minutes
    - Maintain transparency
  - ii. Council pictures
  - iii. Social media
  - iv. Events



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v. Links

### I. Other Business

- a. Motion to vote for format of next meeting (Motion: Ubaid, Second: Mack)
  - i. In person: 8 **PASSED**
  - ii. Virtual: 0
  - iii. Abstain: 4
- b. Secret Santa **PASSED**

### J. Adjourn Meeting

- a. Motion: Nic; seconded: Ubaid **PASSED**

Summary:

Passed Motions:

- Meetings once a month
- Next meeting in person
- Starting on 2T5 Key Phobs
- Opening a Class Council Discord channel
- Make a 2T5 Class Council Intro Post

Follow-up:

- Determine time of next meeting
- Planning social events for the year
  - Never answered how many events, where, when, what
- Creation of 2T5 Website
- Setup bank account
  - Get signed letter from Brenda Thrush
  - Get UPS check
- Decide what headshots to use for class council
  - Check out Who's who headshots on google drive