

03/06/2015

Start time: 6:03 PM

**1. Dr. Toze**

- Interim director for SIM this year
- Moving to the corner office July 1
- Feel free to visit anytime!
- Thanks to Hannah for the convocation ceremony
- IWB: importance as a student run conference
  - o Look at stated research areas and priorities
  - o Oceans, health, ICT – dal objectives, helps to get more money if we align with these
  - o Finding an area with lots of legs
- Offer help through the summer if needed, will be here most of the summer

**2. Roll Call**

- a. Present – Charlotte, Chantel, Hannah, Kat, Mariah, Katie, ELizabeth
- b. Regrets – Jenna

**3. Approval of last meeting's minutes**

- Motion: Kat
- Seconded: Charlotte

**4. Financial update**

- Everything good
- \$2500 after paying for party venue
- Hannah cashed SIM cheque for convocation brunch, this is okay
- In the future cheques go through Elizabeth then she gives out money
- Elizabeth is going through all of the records because there is \$12 that isn't accounted for at the moment

**5. IWB update**

- Have meeting tonight via skype, reviewing feedback
- Hopefully choose the topic this evening
- Faculty looking at how information flows

**6. Ratification update**

- Submitted May 20
- Will follow up June 10 if no response or feedback

**7. Attendance/scheduling of meetings**

- Every second Tuesday at 6
- June 16 and onward
- May have to meet more in August
- Things come up, if the majority can't make it on a Tuesday then look at next Tuesday

**8. SIMSA attitude/behaviours**

- Mariah, want everyone on the same page
- Thinking back to orientation, SIMSA at orientation was welcoming and friendly
- We represent students, faculty, program, etc
- Positive during email buddies

03/06/2015

- Fine line between being negative and being critical
- Treat others well, even amongst ourselves
- Stay positive
- Keep venting off campus, especially out of the common room
- Stay professional
- No exclusion through actions and behaviours
- Stay approachable, especially when new students are coming in

#### **9. Convocation brunch**

- Thanks to everyone for the help!
- Setting up the night before really helped
- Coat racks didn't go back to room, chairs didn't go back – in the future using this room we'll remember this when using this room
- Last year \$51 was spend, this year \$81 was spent (over SIM money)

#### **10. Orientation update**

- Meeting with JoAnn tomorrow
- Emails for email buddies should be going out soon
- There will be some guidelines likely, talking points, etc
  - o Andrew sent Chantel some ideas that could be used
  - o Places to live, things to do
  - o Link The Coast or the HRM site, that kind of thing
  - o Cut down on the amount of stuff in the first email Hannah first sends
- Hannah will update us after she meets with JoAnn
- Interns can help with tours of campus, library

#### **11. Dr. Toze**

- Sign card
- She visited at beginning of meeting

#### **12. Social media update**

- DalCard tutorial, using it for printing, using as a library card and activating for this
- Netstorage → OneDrive
- Mariah can also help with graphics and such, Jenna/Mariah can work this out
- Looks good, we will further discuss when orientation comes closer
- SIM has a blog and calendar – is there overlap here?

#### **13. Social media policy**

- Looking over social media policy, keep it in mind
- Applies to everyone, not just exec
- On website, please review

#### **14. APLA planning**

- First meeting Friday at 5:30
- Feel free to come
- APLA is here this time next year

Motion to end: 6:59 PM, Kat/Hannah

Second: Chantel

All in favour? Yes

03/06/2015

Action Points:

- review Social Media Policy on SIMSA website
- Bio/picture to Jenna ASAP
- Next meeting June 16 at 6:00