



Meeting Minutes

Present: Shannon, Kait, Pam, Joey, Tanja, Winnie, Derek, Ruth, Sara, Emily, Tracey, Janet, Tannis, Robyn, Courtney, Ella

Regrets: Jeremy, Darran, Geoff, Coby, Jamil

Special Guests: Patty

Date: Wednesday June 1, 2011

Time: 11.00

Location: CSI Boardroom

Meeting commenced: 11.03

Agenda Item: Healthy Minds Video

Presenter: Patty

1. Introduction

- a) Should we use a Healthy Minds video in the SSW during IMAGINE?
 - i. Yes, the goal of which is to showcase students balancing their lives at UBC
 - ii. More beneficial to have it during the SSW because, from last year, FYI's distribution wasn't as effective as we feel the SSW would be
 - iii. Key message: Help students connect health and academic success.

2. Discussion

- a) Format
 - i. Powerful message in a shorter video – best for SSW
 - ii. 2-3 minute video
 - iii. Healthy minds to provide speaking notes to go with video – to highlight main points and generate discussion
 - iv. Hosts and messaging should be First-Year oriented, not about or featuring graduating students. Perhaps a First-Year student host?
 - v. Messaging on sleep and wellness as connected to academic success
 - vi. Wheel image – should be at the start of the video with each segment linked to the wheel (providing framework)
 - vii. Representing as many faculties as possible in video
- b) Content
 - i. Tighter scope than the original video
 - ii. Target the videos to the different demographics (i.e. Could the content be different in a GALA presentation than in an IMAGINE presentation?) Are there different issues that international students face compared with domestic students?
 - iii. What are the key areas for the video to hit?
 - Sleeping, eating, study habits
 - How to deal with anxiety
 - Scholarship pressure
 - Connecting international students with faculty advising programs



- c) Speaking notes for post-video supplementary activities

Action Items:

Healthy Minds: Put together speaking notes, develop video

Agenda Item: IMAGINE T-Shirts

Presenter: Shannon, Derek

1. Introduction
 - a) Beginning the ordering process
 - b) T-shirts to remain same as before (logos on front back), with the right colours for each faculty
 - i. One modification – to be discussed
 - c) Will be taking orders for faculty (not OL, O-Prof's or others already in the Orientation Program) via survey tool
 - i. Cost will be approx \$6.50-\$7.50 based on numbers ordered (cheaper if more shirts ordered)
 - ii. This year, faculties *will* be charged (unlike last year when costs were absorbed by Orientations)
 - iii. We are looking to broaden scope of these shirts
 - Can SHHS have I AM UBC logos on their shirts for move in day?
 - Good way to build celebration and welcome aspect.
 - HR, Housing, Plant Ops: looking to do this for these groups
 - The more shirts we order, the cheaper they are.
2. Discussion
 - a) White block space on back of shirts for shirt-wearer to fill in: Listing involvements
3. Decision
 - a) Message on top of white block space to be: "Ask me about..."
 - i. Involvement, random facts, preferably something related to UBC
 - ii. On staff shirts also
 - iii. They can list something where they are experienced, knowledgeable about
 - iv. SL monitoring appropriate messages: writing messages in during training so it can be monitored
 - b) Location of the box: below position title on the back of the shirt

Action Items:

Faculties: Decide – if and how many faculty shirts you would like

Agenda Item: Leader Appreciation Event

Presenter: Derek, Shannon

1. Introduction
 - a) Commitment of recognition is something we're moving on in 2011
 - b) Topics to be discussed: Attendance, how to have leaders get the most from it, leaders feeling appreciated



2. Discussion

- a) What should the LAE be like?
 - i. Framing: Appreciation vs. Reunion
 - September – appreciation
 - December – reunion
 - ii. Perhaps run it during first term? – September or End of Term
 - August: Benefits – minimizing drop-out, maximizing excitement. Cons – people are away during summer.
 - Right after training: Between Opening Day, Parent Orientation and pre-Imagine prep work → high intensity work period, not ideal to run event then
 - iii. Link in faculty awards (i.e. Kinesiology and their end of term awards)
 - iv. Certificates of participation – including hours contributed and roles
- b) Should the appreciation events be faculty-specific or general?
 - i. Students may be more receptive if the awards are coming from their respective faculties
- c) Look and Feel
 - i. Perhaps we should run a dry-test of GALA Chase?
 - ii. Ramp up event in August to be followed up by faculty-specific events in first semester

Action Items:

Derek/Shannon: Converse – what questions need to be answered by faculties, circulate the questions to faculties

Agenda Item: Main Event/Pep Rally

Presenter: Shannon

1. Introduction
 - a) Shannon – Speaking to Janet Teasdale on subsidizing items for Pep Rally
 - i. Subsidize around \$0.60/towel from Orientations
2. What are people's interests? What would you like to do?
 - a) Main Event
 - i. Email from today – Invitation to Main Event, who should we send that out to?
 - We will be sending out the request to faculties again with faculty-specific groups that should be invited to Faculty Fairs
 - Will include invite groups that have been invited to ME before to be directed to the ME *or* Faculty Fair
 - ME invite should only go to groups that will be relevant to *all* students
 - Signup will be through online tool
 - ii. For Faculty Fair specific requests, we will support the renting of tables and chairs for Imagine Day but faculties will also be responsible for all costs associated with continuing the fair past that day within faculty areas.
 - Surveys will look like so: Science – 42 tables, 50 chairs - Abdul Ladha, 1 day



- iii. Groups that were “problematic” in past – they will be followed up with this year. If another infraction occurs then they will not be allowed to participate in the Main Event in the future (suspension).
 - iv. Faculty involvement fairs should be visited during the Campus Tour, students won’t necessarily be directed there after the Main Event.
 - Faculty Fairs will be marketed via Campus Tours
 - You may ask your MUG leaders to incorporate the fair however you would like (ie. Emily – direct MUG’s to take FY’s to Faculty Fair in Kaiser, and then they can filter out into the ME)
 - v. Information about SRC timing on Imagine from REC to come.
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Other Business:

Next meeting – Very full!

1. Linking AMS with Orientations
2. Schedule and Framework for MUG Development Workshops

Action Item for Next Meeting: Please send indoor/outdoor booking requests to **Bowen** (imagine@exchange.ubc.ca) for SSW’s and all other programs occurring on Sep 6.

Meeting adjourned: 12.05