

Meeting: May 11, 2021 6pm  
 Attendance: everyone

Agenda

The Basics	<ul style="list-style-type: none"> <li>- Welcome/ Introductions</li> <li>- Meeting expectations             <ul style="list-style-type: none"> <li>- Summer and School year</li> <li>- Communication</li> </ul> </li> <li>- Mental Health Check Ins</li> </ul>
Position Responsibilities and Priorities: (Make sure everyone is clear on what's going on and what they want to do!)	<ul style="list-style-type: none"> <li>- President</li> <li>- VP Finance</li> <li>- VP Comms</li> <li>- VP Social</li> <li>- VP Policy and Academic</li> <li>- VP Community Outreach</li> <li>- Equity Officers</li> </ul>
Further Considerations	<ul style="list-style-type: none"> <li>- Equity and Officers             <ul style="list-style-type: none"> <li>- Constitution change</li> </ul> </li> <li>- Name referendum</li> </ul>
Brainstorm	<ul style="list-style-type: none"> <li>- Next Steps             <ul style="list-style-type: none"> <li>- Summer plans and events                 <ul style="list-style-type: none"> <li>- Brainstorm</li> </ul> </li> <li>- Summer merch sales</li> </ul> </li> <li>- Contacting to meet individually with some tasks and responsibilities</li> </ul>

Minutes:

- Quick introductions
- Meeting Expectations
  - Summer months: once a month, virtually
  - Fall term: once every two weeks (tbd)
  - Meeting on Teams (+FB group chat communications)
  - Recapping work in progress, planned events, brainstorming
- Quick Mental Health Check-in
- Position Responsibilities and Priorities
  - President: Maisie
    - Summer: Compiling Mental Health Resources on AKCESS website
    - Summer: working to support BIPOC students, working with BPSA
    - Summer: Creating a form on the AKCESS website about access
    - Summer: merch on the website
    - Year: equity inclusivity, and accessibility training
    - Year: surveys throughout the year (end of each term) - include 3 questions from each VP
    - Year: updating the AKCESS budget on the website every term

- Year: publishing minutes on the website + greater transparency about objectives
  - Year: Carleton resource page
  - Supporting executives with all of their initiatives
- VP Finance: J
  - Increase accessibility
  - Budget more funding for EDI, mental health initiatives, + skill development
  - Improving merch release - starting merch earlier
- VP Comms: Tharani and Sonika
  - Concise and clear updates on all platforms - using canva to make everything look nice and clear
  - Master calendar on the PAPM website with all events
  - Rearranging categories on website to make it clearer
  - Liaise more often between AKCESS and PAPM students (use insta polls, google form via linktree, regular email comms)
    - Bring up comments during AKCESS meetings)
  - Looking for greater access to other VPs to get access to information
  - Upper year - lower year mentoring
  - KPC but more discussion based
  - Collaborating with community leaders (w/ other VPs)
  - Posts celebrating the achievements of graduates, papm students, and alumnus (google form)
- VP Social: Dilki and Anson
  - Friend matching program at beginning of the year
  - Events that are not super intense - like movie nights that can be done online
  - Equity officers - make a committee of students that is involved in equity decisions
  - Destressing activities - like painting nights
  - Launch an anonymous q + a to help out seniors
  - Awards ceremony instead of a gala
  - Working to help seniors that are graduating with network
- VP Academic and Policy
  - Interviews: how to get an A+
  - Revamping essay editing sessions
  - Peers support for difficult courses
  - Co-op application peer review
  - Networking with experts
- VP Community Outreach - Annabelle
  - Support local business for prizes and other online engagement/outreach
  - Connecting to Carleton - workshops with organizations within carleton, events with other things on campus
  - Virtual volunteering -
  - Sending Sunshine Card making event - social event too

- Parliament and embassy tours
    - Club expo stand - advertising first year rep
    - Capital pride - volunteering, fundraising (tbd with more info)
  - Equity Officers: Ved and Amy
    - (leaving in September)
    - Facilitating the transition (closely with comms)
    - Looking at the selection process for the next equity officer
    - Connecting with relevant clubs
  - Name change
    - Changing the name
      - Either using the previous acronym that passed in the referendum
      - Run a new referendum
      - Vote within AKCESS (check the constitution)
    - To be continued....
- Merch:
  - Lots of excess merch
  - Summer merch sale ??
- Meetings between President and VPs
  - Discussing overall mandate
- Concluding
  - Maybe involving AKCESS in the mentorship program - involving the **SEO?**
    - Limits of being online - maybe taking it away from email
    - Limits of personality - some people just won't connect
    - Maybe tying mentoring to friend matching?