



Music Education Undergraduate Students' Association

Executive Meeting

Montreal, QC

January 23, 2019 Meeting Minutes

Members Present:

Nicole Furrier
Danielle Findlay
Min Kim
Rebecca Manga
Trevor Tsui
Alice Neron
Nicole Pagaling
Veronique Noureau
Beatrice Davis

Regrets: None!

1. **Call to Order at:** 6:09pm, motioned by Nicole F, seconded by Min
2. **Welcome & Announcements:** Welcome to the first MEdUSA meeting of the semester!
All library seminar rooms are booked so E-109 may be our home for the semester.
3. **Approval of Previous Minutes:** Motioned by Nicole F, seconded by NO ONE, tabled until next meeting.
4. **Action Items from Previous Meetings:**
 - a. Nicole F:
 - i. Poll for group availability to determine next semester's meeting time **(completed)**
 - ii. Send December E-News **(completed)**
 - iii. Contact Shikara to get a list of music ed students who are in the buddy program to the EdUS mentoring **(null)**
 - b. Alice:
 - i. reach out to EdUS to contact Ed students regarding Festivus (mention 5\$)**(completed)**
 - ii. talk to lisa about the APC and DISE mentorship, as well as talk to Maude **(spoke to Maude, waiting until Lisa returns to discuss with her)**
 - c. Danielle:

- i. figure out reimbursements for VP social festiVus (**completed**)
 - d. Vero:
 - i. contact MUSA about menstruation situation (**completed**)
 - e. Everyone:
 - i. fill out alice's questionnaire/google doc before Sunday (**completed**)
 - ii. advertise FestiVus (December 5th) and music workshop on Wednesday Nov 28th (**completed**)
 - iii.

5. President Report:

- a. *QBA Honour Band Weekend*: Happening February 8th and 9th, 2 day event for students where band players come in and perform in a concert/participate in workshops. Traditionally, students in Lisa's class volunteered but because class isn't running this semester they are in dire need of help. Great opportunity for Music Education students to make career connections as well as logistical experience. Trevor has information, try to promote/make yourselves available.
- b. *Office Space Update*: MUSA hasn't contacted us directly with any updates, but at their last meeting MUSA updated their constitution to clearly outline that we are a subcouncil of theirs. We have the right to use the office space for office hours, but we need to ask permission to store any items as well as let them know when we have events. Event organizers will contact MUSA directly.
- c. *New Wellness Advisor*: Katelyn Ward, Wellness Advisor for the Faculty of Education, here to promote student wellness through early intervention, awareness, and prevention. Suggestions to promote wellness for music education students: student wellness hub should have more regulated hours for use/extend their hours (door is often locked). Potential music-specific mindfulness/stress management workshop/social event for MEdUSA or music therapy session with instruments-- contacting MUSA and Schulich Musicians Health Committee for collaboration. Zander Masser is the New Local Wellness Advisor for Music Faculty, we will contact him with these concerns as well.
- d. *ISA Meeting*: Standing meetings starting back up again for the semester. Placement coordinator (Andrea) not with us this semester, requesting further information.

6. VP Finance Report:

- a. *Grilled Cheese Sales*: Space reserved for February 1st, space reserved. Schedule will be coming out soon, based on availabilities sent. If any scheduling shifts occur, let Danielle know asap.
- b. *Expense Reimbursement Form*: for future reimbursements, made a google form for members to fill out for all reimbursement requests. Should be easier. Will send a link to the facebook group.
- c. All FestiVus funds and first workshop expenses were officially reimbursed
- d. *Budget Shifts*: Could potentially afford to pay our workshop specialists more (\$125 as opposed to \$100).

7. VP Academic Report:

- a. *Info Session*: confirmed for Wednesday January 30th, how to apply to be a substitute teacher with Veronique Gingras (Career Advisor).
 - i. other topics to be covered?

- b. Sharing some events/workshops from EdUS on MEdUSA fb group
- c. Creating a Fb page for Music Education? Like EdUS? More centralized hub for our events/photos, posting our content from events more officially/in a more streamlined way. Also statistical information available. Nicole P. will be spearheading this as her special project.

8. VP Professional Development Report:

- a. *Workshop with Steve Dubinsky Debrief:* Successful, Steve was very gracious with his time and content. PDF/PPT-- Nicole P has access to the leftover handouts, will share with Music Education community.
- b. *Upcoming Workshop with Andrea Schellenberg and Liz Huyer:* "Thriving in Your First Year" February 27th, 2019 in room E-109 (booked). About things that may have been overlooked in your teacher education. 2 QBA presenters, so they will both be getting gift cards.
- c. *CCR Request Form:* EdUS has a google form where you fill in your name and student number and it can be added. A good incentive for students to come. VP Professional Development has to fill out a form on the MyInvolvement website to create the content on the co-curricular record.
- d. *Conducting Workshop Clarification:* Will contact J.S. Vallee, if not Pat Abbott is also another option. Can be planned for early February or mid-March. Will discuss with Rebecca to hash out details for event organization.

9. VP Social Report:

- a. *Formal Event:* Something along the lines of "Nuit Noir" or "Soiree Noir," will be semi-formal attire. Friday, February 22nd-- members will need to be there at 5:30. Alcohol permit has been requested, and Lisa responded that she couldn't send it in until she is back in Montreal, which will happen next week.
- b. *Young Alumni Panel:* Will be held March 15th. Alcohol permit will be requested soon, we will have 5 recent alumni in attendance, held in room C-411. Will be a Wine and Cheese event.

10. VP Communications Report:

- a. *Upcoming E-News:* Compiled a list of everything to include in a document on the drive, send me all graphics and descriptions by this weekend!
- b. *Office Hours:* now that add drop is over and our schedules are confirmed, please send me your availability for office hours this semester individually! I would like to get those going started next week, meaning I would need them by Friday to update the board. I want to make our presence in the office more ~visual~ to people walking by.
- c. *Website Updates:* all minutes from last semester posted

11. First Year Representative/Bachelor of Education Representative Report:

- a. AVIS Fundraising: Will be having 2 bake sales!

12. Next meeting date on: Wednesday, February 6th 2019 at 6pm

13. Adjournment at: 7:01pm Motioned by Nicole F, seconded by Rebecca

Further Outstanding Action Items:

Danielle:

- Finalize grilled cheese details and make facebook event, both by Friday
- Come to next meeting with a formalized budget so we can determine reimbursement increases

Nicole F:

- Advertise Grilled Cheese E-News
- QBA Honour Band

VP Social and VP Professional Development:

- Semester proposals! Due Friday, February 1st

Beatrice:

- Bring up menstruation situation at next MUSA meeting
- Spearheading Music Therapy session (contacting Schulich Musicians Health Committee and Graeme)

Min:

- Reaching out to new placement coordinator for music education students

THINGS TO TELL DANIELLE:

- That she needs to contact MUSA for grilled cheese sale/all events
- Office hour

Nicole P:

- Creation of a facebook page (special project)
- reach out to Jean-Sébastien Vallée
- resend CCR form to MyInvolvement

Everyone:

- Read and confirm the minutes