



## Music Education Undergraduate Students' Association

Executive Meeting

Montreal, QC

### October 4, 2018 Meeting Minutes

#### **Members Present:**

Alice  
Beatrice  
Danielle  
Nicole F.  
Nicole P.  
Rebecca  
Trevor  
Veronique

#### **Regrets:**

None!

1. **Call to Order at:** 6:00pm SHARP, motioned by Nicole F, seconded by
2. **Welcome & Announcements:** This meeting will have to be cut a bit short today, only lasting until 7:00!
3. **Approval of Previous Minutes:** Motioned by Rebecca, seconded by Nicole F
4. **Action Items from Previous Meetings:**

#### **Everyone:**

- Find first year rep (**completed**)

#### **VP Finance:**

- Make announcement for First Year Rep on Monday (**completed**)
- Draft a budget using 80% of last year's Fall budget (**completed**)
- Submit semester proposal to Google Drive (**incomplete**)

#### **VP Academic:**

- Alice will contact Education Faculty about issue registering for second stage (**completed**)

- Urge EdUS to send us their list of students (We need to know who's in the BEd Music program) **(completed)**
- Alice will urge Henna about the practice rooms (both for BMusBEd and Advanced Standing Students) **(completed)**

#### **VP Professional Development:**

- [Urgent] Finalize your semester proposal (Not sure about Stephane Crete, so I suggested a few current QBA members), and create a poll on our Exec group to approve your proposed workshops. **(completed)**
- Send your proposal to Lisa Lorenzino for approval, and clarify if we can use the \$500 Guest Lecturer budget to give QBA members a \$25 gift card for their time. **(completed)**
- Contact Steve Dubinsky immediately (QBA member), and everybody else as soon as you receive approval from Lisa. **(completed)**

#### **VP Communications:**

- Create poll for group photo (probably before Social Event on September 26) **(completed)**
- Find potential alternate meeting time **(completed)**
- Contact Lisa about getting a list of graduates for our Newsletter/Website feature **(completed)**
- Confirm everyone's office hours **(completed-ish)**

#### **Everyone:**

- Pick up MEdUSA Office key from Building Director's Office. (Bring \$30 for a deposit just in case)
- Get server trained through McGill if you have not already done so

### **5. President Report:**

1. ISA meeting: (questions, future teachers appreciation program)
  - Attended meeting with new director and placement coordinator
  - Discussed registration issue for students in second stage (difficulty registering for professional seminar and placement simultaneously, issue was solved)
  - Future Teachers' Appreciation Program: new MISE initiative that pays about \$4,000 to students on their final field experience
    - Unsure if it will continue into the next year, but will happen for this year
    - To receive award, submit an application, money received in 2 separate payments
    - Poor communication between government and McGill, information is online via the government
    - Eligibility: MUST BE COMPLETELY UNPAID, do not have to qualify for work-study to participate
  - Gave more information about the process of finding placements for students (ie. cannot communicate with teachers directly)
    - If you know a specific teacher with at least 5 years of \

experience, recommended that you contact them and have them speak to their principal

-Also, write this in your placement details when filling out your placement form

-Encourages ALL students to fill out this box, regardless of whether you have communicated with them

2. QBA meeting:

-Honour Band: weekend of February 8-9, 2019, always looking for volunteers (they will contact us about this later)

-Workshop Suggestions: surviving and thriving in your first year of teaching with Andrea Schellenberg and Liz Huyer; Band in low income settings with Gabby Smith or Daniella Alongi)

3. Haven't received any updates from Véronique Gingras, so I'll contact her about the Footbook

**6. VP Finance Report:**

- a. Recent Grilled Cheese Sale: bought \$70 worth of food (have about \$45 remaining?), made about \$125!! Thank you for participating!!
- b. "I really want to do the budget.."
  - i. Need to look over list of students from EdUS
  - ii. Spoke with MUSA, their VP Finance doesn't have the correct information from McGill yet-- not able to give us our information
- c. Reimbursement details: we have money in our cashbox, this is how we will reimburse for now
  - i. We are looking to receive a cheque in advance for the amount of money we are allotted for the semester ???
  - ii. Need to contact VP Finance from EdUS to hammer out details (set up a meeting or attend office hours)
- d. Reimbursing Mitchel for website costs
  - i. He will pick up the money (cash from our cash box) next week

**7. VP Academic Report:**

- a. Invoice and check from EdUS
  - i. ????? tbd
- b. Practice rooms for Advance Standing
  - i. Issue is solved! Officially worked!
- c. New section (only for Music) for Second Field Experience
  - i. Spoke with Grace (education advisor)
  - ii. Issue also solved! Hopefully forever!

**8. VP Professional Development Report:**

- a. Brass Repair Workshop w/Steve Dubinsky
  - i. confirmed, Oct 11 at 6:30 (next Thursday) A-510
  - ii. we need to help him set up (carrying his gear up)
    1. He arrives by 6, we have a half hour to help him set up
    2. Will poll for availability

- b. Elementary Classroom Management Workshop w/Jennifer Hayden
  - i. Confirmed for November 1st, 6-7pm (we can use this room booking for the workshop)
  - ii. Paid \$100 per hour
- c. Lisa said that we can't use the 500\$ to pay for QBA workshops
  - i. We can use them for other workshops though! AKA Jennifer Hayden

**9. VP Social Report:**

- a. First Event recap
  - i. Not great turnout but as expected
  - ii. STILL FUN
- b. Future Events
  - i. Dates for the next two events (both evening events, starting around 6:30):
    - 1. FRIDAY NOVEMBER 2ND: Themed Event (potentially superhero themed)
      - a. You come up with your own powers and superhero name/costume, etc.
      - b. Ordered alcohol permit
      - c. Ordered 2 bottles of wine and 1 bottle of rum (checked our remaining alcohol, this should last us through the semester)
    - 2. WEDNESDAY, DECEMBER 5TH: Festivus!
      - a. Ordered alcohol permit
  - ii. Need budget so we can figure out future event

**10. VP Communications Report:**

- a. Upcoming E-News
  - i. Sending mid-next week
  - ii. Council members: send blurbs by Monday evening
- b. Website Updates
  - i. Current Executive Council/Council Photo
  - ii. Alumni Spotlight

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

- a. Beatrice attended MUSA Meeting
  - i. Communal board in the office as a form of communication? Sometimes have a difficult time contacting via email
  - ii. Vetoed it, main mode of communication should be Facebook
  - iii. VP Finance is stepping down, new member filling in for him
  - iv. They are currently running elections for their first year representatives
  - v. They want us all server trained for their bar
- b. Improving relations with MUSA
  - i. General air of friendliness helps a lot with attitudes! Being welcoming (overly welcoming?), chatting with them in the office
  - ii. Worth it to plan an event with their council to reduce animosity
    - 1. Reach out to Michelle
    - 2. Escape room? Bar?
  - iii. Getting more involved in their events (aka "The Practice Room" bar)

- c. Veronique met with Advanced Standing students, addressed their concerns
  - i. Very confused about registering for the correct classes at the beginning of each year
    - 1. Not all students were successful in registering for all of their classes
  - ii. Hosting question and answer sessions at the beginning of each semester for advanced standing students?
    - 1. Contact Lisa about setting that up (Vero and Alice)

**12. Next meeting date on:** Thursday, October 18, 2018

**13. Adjournment at:** 7:02pm, motioned by Nicole F, seconded by Danielle

**Further Outstanding Action Items:**

President:

- Send emails of potential workshop speakers to Nicole P.
- Contact Veronique Gingras about Footbook
- Look into organizing/updating the Music Education Board
- Send any e-news items to Nicole F immediately
- Contact Michelle about an inter-council event

VP Finance:

- meet with EdUS VP Finance
- follow up with MUSA VP Finance
- Grilled cheese sale report

VP Academic:

- Find office hours for EdUS VP Finance

VP Professional Development:

- Workshop preparations: purchasing gift card for Steve, contacting for final details
- Report for Steve's workshop
- Confirming details for Jennifer Hayden's workshop, and start advertising (facebook, posters on our music ed board, speaking in classes etc)
- Come up with more ideas for QBA Mentor workshops so Trevor T. can pitch them during the QBA Conference October 19-21.

VP Social:

- Organizing social event for council!

VP Communications:

- ENEWS: October 16

- Contact Lisa about getting a list of graduates from our program to start compiling a “where are our grads now?” section on our website
- Start updating Alumni Spotlight on our website
- Half our heads are cut off in the council photo on our website; is it possible to format this so we’re all in the photo?

First Year Rep:

- Follow up on being added to MUSA Facebook group

Advanced Standing Rep:

- Muzba this semester?

VP Academic and Advanced Standing Rep

- Meet with Lisa to discuss how to streamline process of registering for Advanced standing students
  - Either attempt to fix the problem or update the footbook to include it