



Music Education Undergraduate Students' Association

Executive Meeting

Wednesday September 13, 2017

Montreal, QC

October 16, 2018 Meeting Minutes

Members Present:

Trevor Tsui (President)
Min Kim (VP Academic)
Mitchel Russo (VP Communications)
Naira Sidi (VP Finance)
Nicole Furrier (Co-VP Social)
Rebecca Manga (VP Professional Development)
Kristianna Fox (First Year Representative)

Regrets:

Nicole Tempas (Co-VP Social)

1. **Call to Order at: 7:37 (Motioned by Trevor, Seconded by Nicole F.)**
2. **Welcome & Announcements**
 - a. **Welcome to our First Year Rep at her first meeting**
3. **Approval of Agenda**
 - a. **October 2nd, Motioned by Nicole F., Seconded by Rebecca Manga**
4. **Action Items from Previous Meetings**
 - a. ~~VP Finance: Look into "Sleeman Contract Signing"~~
 - b. ~~VP Communications: Email our First Year Rep to inform her of the rescheduled time for the Music Ed. Photo; Update the general information of the Music Ed. Group~~
 - c. ~~VP Social: Order the Alcohol, create the facebook event, make a poster for the board (pending)~~
 - d. ~~All Members: Server training for any executives whom are without (Server Training)~~
5. **President's Report**
 - a. Music Ed photoshoot: Follow up with Sara Gomez (Music Webmaster) regarding photo update

- b. Server Training: 3 years expiry; please renew if necessary (October 24th: 5:45-8:45)
- c. *All: Massage Therapists during exam time*
 - i. Chair massage by donation (half funds for therapist, half for us)
 - 1. **Action Item: Rebecca Manga to look into Shantz Massage Therapy and the process for approving guests in the music building**
- d. *VP Academic:*
 - i. Homework for next week (schedule meeting with John McMaster or Lisa and produce a list of talking points and questions for next week's meeting).
 - 1. **Action Item: Min Kim to schedule meeting with John McMaster (and Lisa). She will probe the Music Education Community through social media to produce a list of questions to bring to the meeting. Due Monday, October 23rd.**
- e. *VP Socials:*
 - i. Update on Halloween Social
 - ii. Update on Outstanding Responsibilities regarding the Music Ed Board
- f. *VP Professional Development:*
 - i. Update on Technology in the Classroom Workshop
 - ii. Sarah Burnell + St. Charles Elementary School (Facebook + Music Ed board x *VP Socials*).

6. VP Finance's Report

- a. **Julia Gjebic - Research Outreach on Teaching Methods:** Julia Gjebic, a Master's Student, is looking to advertise a video series of educational videos to our students. Trevor Tsui is not sure whether the information will be relevant to current students, as Julia is seeking exposure to Secondary Level Music Educators. Naira will reply to her email and suggest that she advertise for her cause in social media groups that are better suited for her target demographic.
- b. **Finalization of VP Professional Development Budget, Fall 2017:** Rebecca will pay 2 QBA clinicians \$25 each. Patricia Abbott may donate her cheque back to medusa but plans to charge \$100/hr - 1.5 hours max with \$40 max for snacks
- c. **Additional Merchandise for Online Store:** Website offered to make new items with "mcgill music ed" logo. We are not interested in other items; we would be interested in redesigning the music ed sweatshirts, though, to make the designs more modern. We will ask music education students to submit design ideas.

7. VP Academic's Report

Nothing to report

8. VP Professional Development's Report

- Music Technology in the Classroom to be scheduled at 6:00pm Thursday, October 19th. Room and logistics to be confirmed.

9. Website (VP Communications)

10. VP Social

- Halloween Spooktacular confirmed

11. First Year Representative/Minor in Music Education/Bachelor of Education Representative

- Sign up for Office Hour
- Pick up MEdUSA Office key from Building Director
- Send agenda items to Mitchel by 12pm
- Get in contact with MUSA and attend their bi-weekly meetings

12. E-News/Facebook Group

- Open Rate:** October yielded 36 opens (37.5%) compared to 48 opens (49.5%) in September. A positive note however, more people clicked on the links in October's E-News than in September's.
- November E-News:** Currently working on the November E-News. If there's anything to add please email VP Communications. The scheduled date for delivery is 1st Friday of November.

13. Next meeting date on: October 23, 2017

14. Adjournment at: 8:46 pm by Trevor, seconded by Kristianna

Action Items from Previous Meeting:

VP Social: make a poster for the board

All Members: Server training for any executives whom are without (Server Training)

Action Items from Today's Meeting:

VP Professional Development: Rebecca Manga to look into Shantz Massage Therapy and the process for approving guests in the music building.

- Rebecca Manga to book another room for the Music Technology in the Classroom workshop. She will talk to the Library Staff to get a SmartBoard.

VP Academic: Min Kim to schedule meeting with John McMaster (and Lisa) by Monday, October 23rd. She will probe the Music Education Community through social media to produce a list of questions to bring to the meeting with the Associate Dean. She will copy Lisa Lorenzino and Stephane Lamelin and invite them to the meeting also.

VP Finance: Naira will reply to Julia Gjebic's email and suggest her to advertise her upcoming video series to social media groups that better suit her target demographic.

VP Communications: Send an email to listserv about students who may be interested in re-designing our new music education logo.

All:

- Share the “Music Technology in the Classroom” workshop on our personal social media accounts
- Produce ideas for group Halloween costume for the Halloween Spooktacular.
- Invite all Music Education students to events

Further Outstanding Action Items: