



Music Education Undergraduate Students' Association

Executive Meeting

Wednesday September 13, 2017

Montreal, QC

Meeting Minutes

Members Present:

Trevor Tsui (President)
Min Kim (VP Academic)
Mitchel Russo (VP Communications)
Naira Sidi (VP Finance)
Nicole Tempas (Co-VP Social)
Nicole Furrier (Co-VP Social)

Regrets:

Rebecca Manga (VP Professional Development)
First Year Representative (Vacant)
Advanced Standing Representative (Vacant)
Minor in Music Education (Vacant)

1. **Call to Order at:** 17:10 by Trevor; Seconded by Nicole F
2. **Welcome & Announcements**
 - a. **Welcome Back to a New Semester**
3. **Approval of Agenda**
 - a. **April 13 Minutes - Moved to next meeting (Pending Approval)**
4. **Action Items from Previous Meetings**
5. **President's Report**
 - a. **Discover McGill:** Trevor had the opportunity to meet the incoming 1st year students. He introduced MEdUSA, explained who we are etc. This was (we think) the first time MEdUSA has been invited to Discover McGill. For future, we'll try to do this every year as it's a great way to reach out to new students.
 - b. **Music Education Area Flyer:** Melanie Collins (recruitment for McGill) reached out to Trevor in creating a Music Ed. flyer for prospective students. They focused on the 2 main programs (Concurrent & Advanced Standing), a council photo will

be arranged and this will become the header for the pending Music Ed flyer.

Trevor answered the questions Melanie had in regards to the Music Ed program.

- c. **QBA Meet & Greet (McGill Liaison):** The meet and greet was a very successful event with a large amount of student turnout. We saw a higher number of students at this meet and greet than previous.
- d. **MEdUSA Email Account:** Everyone (all executives) should be connected and have access to the email account. Please delete the “spam” emails that come through and sort the important emails that come through. Since this is a community mailbox if the email pertains to you, please respond accordingly and sort it out accordingly. If an email comes in that’s important but not for the person checking the email - keep it unread so when the person it pertains to can read it.
- e. **Welcome Back Cocktail (VP Social):** The VP Socials have not had an opportunity to meet so this topic has been motioned to the next meeting. Both executives will meet during the week to brainstorm ideas, dates etc. and bring to the next meeting.
- f. **Music Education Board (VP Social):** The Music Ed. Board (3rd floor Central wing) needs to be updated. Since we have 2 VP Social members, they can arrange amongst themselves to decide upon how/when they’d like to update the board.
- g. **Semester Proposals (All Members):** Due by September 30; it’s a proposal of what each executive is planning on doing for the semester.
- h. **Yearly Funds Review with Lisa:** The VP Finance is waiting on the student lists from MUSA and EdUS regarding obtaining numbers and lists. Follow ups will have to be done with both societies to obtain these numbers. The VP Academic can speak to EdUS personally since they’re our liaison between MEdUSA and EdUS.

6. VP Finance’s Report

- a. **EdUS Budgetary Numbers:** See point H from the president’s report.
- b. **Receipt/Reimbursement Process:** Any social or MEdUSA related purchases require a POP (Proof of Payment). Payment can take a varied amount of time (1 week minimum) and payments will be available in the MEdUSA Office.

7. VP Academic’s Report

- a. **EdUS Bottles:** A new project EdUS wants to try out, it’ll be a travel mug which all 1st year students (music ed. included). In keeping with the thread of sustainability from our cafeterias and food services, EdUS wants to keep this within the faculty. Providing/using this mug will provide monetary discounts at participating on campus food locations. The cost is free, as funding is coming through the Faculty of Education. Since MEdUSA has a coffee maker, using this mug, students could obtain a MEdUSA cup of coffee for a discounted amount. This is a low commitment project, with a pilot project of 2 years (2017-2018 & 2018-2019 academic years). All council members are on board with this idea.
- b. **EdUS:** EdUS wants to try to engage more Music Education students in their socials and events. Our VP Academic will try to encourage more music education students to attend these events (she has already been proactive in this

initiative throughout social media). It appears the location of the education faculty discourages many music education students from attending events so a proposed idea was to have music education students interested in attending events meet at a central location (music lobby) and collectively walk up together.

8. VP Professional Development's Report - Nothing to report

9. Website (VP Communications)

- a. **Website Biographies:** Due by Sunday, a headshot and biography (a short blurb about yourself, position and where to find yourself). Examples are available on the website from previous years.

10. First Year Representative/Minor in Music Education/Bachelor of Education Representative Elections

- a. **Appointments to Find Representatives:** We'll be including this information in our E-News. We'll also advertise the position of a Minor in Music Ed and see how much interest there is for the position. As well, various executives will be inquiring with known Music Ed minors about how effective having a minor in Music Ed representative would be.

11. E-News/Facebook Group

- a. **Information on September's E-News:** Currently in the works, and scheduled for Friday at noon to be emailed out. As a result, bio's for the website will be now due on Friday morning.

12. Next meeting date on: TBC

13. Adjournment at: 18:02 by Mitchel, seconded by Trevor

Action Items from Previous Meeting:

VP Socials: Revamp Music Education Board;

VP Communications: E-News; Office Hours (Doodle); Meeting Time (30-minute increments)

All Members: MEdUSA Meeting Availability (Due September 14); Read April 13 Minutes;

Send VP Communications their Position Bios due Friday morning

Further Outstanding Action Items: