

MSU Meeting Minutes
Tuesday, Aug 14th, 2018

1. Report from the MSU Officers:

a. President: Deena Kishawi

- i. New clubs and transitions should be completed → plan for the entire year
 - Organizational planning is ESSENTIAL
 - a. Front load the work as much as possible now
 - b. The year only gets harder for M2s
 - c. All events for the school year should tentatively be planned by Fall break
- ii. Email communication and correspondence
 - Limit emails sent out to Stritch20 and Stritch19
 - Update listserv
 - a. Send out interest form to gather contact info
 - Let's talk about reply all....
 - a. Any response to an email get sent to all, so please avoid
 - b. Outlook App is automatically set to Reply All, so please change this
- iii. Please be considerate of students studying on the 4th floor of SSOM, as it will be a designated quiet study space.
 - Study rooms and their dual purpose (small groups) also quiet
 - Do NOT leave backpack in study room during lecture
 - a. Please be considerate and respectful to those that need to study while you're in class
 - b. If leaving room, please take backpack and belongings with you so others can use the room
- iv. Event planning
 - Include it in the MSU calendar
 - a. Can email to any MSU board member or the MSU gmail: ssom.msu@gmail.com
 - b. Org MUST have it's own gmail account
 - i. Allows addition of org events to MSU google calendar
 - ii. Org has a Google Drive: unified place for org documents for current/future boards
 - Inform us so that we can announce it to the student body at our monthly meetings

- Let's be resourceful for food
 - a. Joint event with another student group
 - b. Lunch 'n Learns
 - c. Snacks are tasty
 - a. Al's pizza - half off on Mondays
 - b. Starship - cheap sandwiches
 - c. Buy plates/silverware/napkins in bulk at beginning of year
 - i. COSTCO, etc.
 - ii. Makes it so much easier
 - Book a room, email it to the listserv, post on class FB, and market!
 - a. Keep a history of your events so that you can plan accordingly in the future.
- v. Stritch Bowl
- 70th game this year!
 - a. Date: Mon. Oct. 29th at 4pm
 - No alcohol at the Forest Preserve
 - Family friendly
 - Gender inclusive for dancing AND sports
 - Positive HYPE UP videos (no hazing)
 - Stritch Trophy for the winners
 - a. Plaque will be placed in Stritch

b. Vice President: Rushad Marfatia

- i. If anyone wishes to sell items or post housing opportunities, please do so using the Facebook group **Stritch's List**. Do not send out emails to class list-serves.
- ii. Events for this semester
 - **Adler After Dark:** 90s planets (aka 90s theme with astro touch)
 - a. Thurs: Sept. 20th from 6-10pm, \$20
 - b. Transportation will be available
 - c. Buy ASAP/EARLY, they will sell out!
 - d. Exhibitions, live shows, cash bar/cafe, telescope viewing

c. Treasurer: Lera Driver

- i. Email with reimbursement details sent to student leaders in July
- ii. Place your request form, itemized receipt, and W-9 in LERA'S mailbox (dePorres 347) and email Lera with any questions (vdriver@luc.edu)
- iii. \$100 per student organization this school year - automatically granted, just need to submit necessary paperwork

- iv. MSU does NOT fund conferences
 - Reach out to Stritch offices: Education, Diversity,
- v. **How the reimbursement process works:**
 - **Someone pays for food**
 - **Submit itemized receipt, W-9 (a single one made per year), and reimbursement form (MSU form)**
 - **Request is sent to Lakeshore campus**
 - **Takes 2-6 weeks to get reimbursement**
- vi. Groups expected to fundraise or join together.
- vii. Process for requesting funds has NOT changed
 - Fill out Request form BEFORE 12pm of the day of MSU meeting date PRIOR to your event
 - Vote on request at MSU meeting
- viii. Reimbursement for multiple orgs
 - One person is usually the easiest
 - If too high for one person, ask to use Student Life pro-card
 - If multiple groups = tell Lera how much each group is contributing
- ix. Tax Exemption
 - Groups will not be reimbursed for spending money on taxes. Please provide a tax-free form to the vendor, Lera/Kia/Alia have copies.
- x. Groups must submit **ITEMIZED** receipts! If you leave a tip, then Lera needs both the charge receipt and the itemized receipt.

Academic Medicine Interest Group	\$100.00
American Medical Association	\$100.00
Anesthesia Interest Group	\$100.00
APAMSA	\$100.00
ATC Health Coaching Program	\$100.00
Back On My Feet	\$100.00
Bioethics Interest Group	\$100.00
Bone Marrow Transplantation Awareness Group	\$100.00
Business in Medicine	\$100.00
CardioVascular Interest Group	\$100.00
Catholic Medical Association	\$100.00
Christian Medical Dental Association	\$100.00
Community Health Clinic	\$100.00
Community Health Clinic - Phlebotomy Lab	\$100.00
Culture in Medicine	\$100.00
Dermatology Interest Group (DIG)	\$100.00
Emergency Medicine Interest Group	\$100.00
Evolutionary Medicine Society	\$100.00
Family Medicine Interest Group (FMIG)	\$100.00
Fresh Start	\$100.00
Healing Notes	\$100.00
History of Medicine Interest Group	\$100.00
Hospitalist Medicine	\$100.00
Housing Forward	\$100.00
Integrative Medicine Interest Group	\$100.00
Internal Medicine Interest Group	\$100.00
Interventional Radiology Interest Group	\$100.00
Jewish Student Association	\$100.00
Latin Medical Student Association	\$100.00
medical french interest group	\$100.00
Medical Polish Elective	\$100.00
Medical Spanish	\$100.00
Mental Illness & Neurological Disease (MIND) - Psychiatry Student Interest Group	\$100.00
Neonatology Interest Group	\$100.00
Neurological Surgery Interest Group	\$100.00
NLVS	\$100.00
Nutrition in Medicine	\$100.00
Oncology Interest Group	\$100.00
Ophthalmology Interest Group	\$100.00
Orthopedic Surgery Interest Group	\$100.00
Otolaryngology Interest Group	\$100.00
PAVE	\$100.00
Pediatric Interest Group	\$100.00
Physicians for Human Rights	\$100.00
Polish American Medical Student Society	\$100.00
Radiation Oncology Interest Group	\$100.00
Radiology Interest Group	\$100.00
Radiology Interest Group	\$100.00
SCOPE	\$100.00
Society of Women's Health	\$100.00
South Asian Medical Student Association	\$100.00
Sports Medicine Interest Group	\$100.00
Stritch AMWA	\$100.00
Stritch Citizen Physicians	\$100.00
Stritch Surgery Interest Group	\$100.00
STUDENT COMMITTEE ON INTERPROFESSIONAL EDUCATION AND COLLABORATION (SCIEPEC)	\$100.00
Student Interest Group for Neurology and Neurosurgery (SIGNN)	\$100.00
Student National Medical Association (SNMA)	\$100.00
Students for a National Healthcare Program	\$100.00
Thoracic Surgery Interest Group	\$100.00
Trauma Prevention	\$100.00
Urology Interest Group	\$100.00
Vascular Surgery Interest Group	\$100.00

d. Secretary: Sara Imam

- i. Updating website by end of the month - apologies for the delay, thanks for your patience
- ii. MSU Meeting dates posted on website, listed here for your reference:
 - 9/18/18
 - 10/9/18
 - 11/6/18
 - 12/4/18
 - 1/8/19
 - 2/12/19
 - 3/12/19
 - 4/2/19
 - 5/7/19
- iii. Emails to Stritch22 not working from outside outlook
 - Restriction is being investigated
- iv. M1 class election timeline
 - Tue. 8/14 - Sun. 8/19 : Application sent out
 - Mon. 8/20 - Wed. 8/22 : Candidate release in atrium:
 - Wed. 8/22 - Tue. 8/28 : VOTING
 - Wed. 8/29: New class announced

2. Report from Class Presidents:

a. M2 - Kevin Singh

- i. M1 elections, email us
- ii. Stritch Bowl = Please sign up
HERE: <https://docs.google.com/forms/d/e/1FAIpQLScC0AWo93fYXEXV1KTZh-yW1EAdrLEJbsknPt9HF0bAvYFTkA/viewform>
- iii. M2/M1 brown bag lunch
 - Potentially in Aug./Sep.

b. M3 - Sahand Ghodrati

- i. M3s doing really well
- ii. Selling new merch at White Coat Weekend
 - Long-sleeve T-shirts for \$25
- iii. A track just finished rotation
- iv. B track still have a week left
 - Good luck on your upcoming test!

c. M4 - Mitra Mossaddad

- i. Gearing up for residency applications
- ii. Still living their best life

d. Reports from OSR Reps: Saad Siddiqui and Julie Mina

- i. Process of OSR application has changed given the length and importance of the position
 - New OSR should be selected before class board is set

3. Reports from Stritch University Committees: Dean Nakae:

- a. Parking still an issue: thanks for your patience!
 - i. Deck A will become automated soon, so will have to pay at the machind 24-hours a day, even on the weekends (like downtown)
 - ii. Deck B & C are available after 3pm
- Need volunteers for family weekend
 - Email student life if you want to help (Kia & Alia)
 - Will get cruise tickets
 - Studying in Atrium may be difficult so please keep that in mind
 - Sat. August 25th
 - How are the numbers looking?
 - 360 RSVP for mass
 - - 900 tickets for White Coat

4. Reports from Student Organizations:

- a. Internal Med -Sub speciality panel , Tue. 8/15 at 12pm in SSOM 190**
- b. Surgical speciality panel: Tue. Aug. 15th at 5:45pm in SSOM 190**
- c. JSA Kosher Mid-Eastern Dinner: Thurs. Aug. 16th at 5:00pm in SSOM 160**
- d. Thoracic Surgery Interest Group Panel: Wed. Aug. 29th**
- e. Oncology event: Thur. Sep. 6th**

5. MSU additional funding requests:

- a. ATC Health Coaching - \$50
 - i. Approved
- b. Internal Medicine Interest Group - \$130
 - i. Approved
- c. EM student conference- \$500
 - i. Reach out to Dr. Greuner
 - ii. MSU budget does not have the capacity to sponsor conferences

- d. Surgery groups panel (Vascular Surgery, ENT, Cardiovascular Surgery, NSIG, General Surgery, Orthopedic Interest Groups) - \$48
 - i. Nuero is requesting \$48
 - ii. Approved
- e. Thoracic Surgery Interest Group- \$75
 - i. Approved

6. Student Wellness Advisory Group

- a. SWAGFest on Thursday August 16 at 12-1pm in the atrium
- b. Food for thought - Wellness Wednesdays
 - i. Pick up an intention card and grab a snack Wednesdays 12-1p

7. Adjourn - Thanks for coming to our first MSU meeting of the year!

8. Next Meeting: Tue. September 18th at 6pm in 360