



SPCI

COMMITTEE
Special Projects & Community Involvement

Meeting minutes

07-04-2019

Present : Salima, Sarah, Nour, Maddie, Pouya, Léanne, Jack

Absent : Anthony

Start – 6 :04PM

TOPIC	SPEAKER	TIME REQUIRED	SUMMARY OF DISCUSSION	ACTIONS TO TAKE	BY	TIMELINE
Land Acknowledgment		1 min	McGill University is situated on the traditional territory of the Kanien'kehá:ka, a place which has long served as a site of meeting and exchange amongst nations https://www.youtube.com/watch?v=eXCMDTcFB1c			
Showcase planning	Salima, Nour	10 mins	- Dr. Marmor will be our keynote speaker this year: Nour will speak to her closer to the date of the showcase (the presentation should be	- Answer details about payments with MSS VP Finance - Email the 5 presenting projects so that their slides are sent to us 2 weeks prior to the event	Nour Sarah, Nour, Pouya	- Throughout the next weeks - During the week of April 14 th

			<p>about 15mins and related to community-oriented projects and their impact locally or beyond)</p> <ul style="list-style-type: none"> - Advertising should start in the beginning of May, but invitations to the presenting projects should be sent now (which were all approved last meeting) - The plan of the evening could be of alternating project presentations with speeches/keynote speaker 	<ul style="list-style-type: none"> - Email Dean Eidelman our invitation - Advertising our event through MSS website, MSS Facebook page, SPCI, class Facebook pages, the Murmur 	<p>Salima, Léanne Pouya</p>	<ul style="list-style-type: none"> - During the week of April 8th - During the week of April 29th, beginning of May
<p>University Advancement</p>	<p>Salima,</p>	<p>5 mins</p>	<ul style="list-style-type: none"> - Blurb sent to Mina and Sarah, but no answers so far: Anthony and Jack plan on calling/emailing back 	<ul style="list-style-type: none"> - Email back concerning the blurb or call: we should know how it is distributed (ideally in Med E-News, Alumni Newsletter, sent to donating classes email by the end of April) - Other subjects to inquire: will Sarah come to the event as last year? What prop does she need from us? - Can we get some freebies from Seeds of Change? They will be distributed 	<p>Jack and Anthony (please cc Salima)</p>	<ul style="list-style-type: none"> - All questions should be answered by April 19th

				during the showcase		
Scoring system	Everyone	30 mins	<ul style="list-style-type: none"> - Went over changes made in the scoring system one by one. All to be found in Appendix A. - All questions were approved unanimously except for points allocated to this question: <ul style="list-style-type: none"> “ Does the project have the ability to grow and/or become sustainable?” 5 vote to keep is as is 1 votes against 1 abstains --Points are left as is - Unanimous decision to divulge all questions of the scoring system in our website without the points <ul style="list-style-type: none"> – additional information will be available after requesting a budget meeting 			
Evaluation system	Everyone	20 mins	<ul style="list-style-type: none"> - Using percentages brackets was unanimously decided. - See Appendix B, which 	<ul style="list-style-type: none"> - The application document should be updated with that information 	Maddie	<ul style="list-style-type: none"> - By next meeting

			<p>was unanimously approved.</p> <ul style="list-style-type: none">- Each application cycle, the total budget will be determined taking account current funds and future application processes. This clause should be added in our document.- Unanimous decision: There is no limited amount of time projects can apply for SPCI funding. However, funding will be increasingly decreased for projects that received funding in the past as per our scoring system.- This is a new system: please take into account the fact that this is a “pilot project”, where the scoring system is still subject to change until further notice. It will probably be subject to change after Fall 2019 applications.		
--	--	--	--	--	--

			<ul style="list-style-type: none">- Interviews will continue to be granted to all projects unless it is for personal or offending gain.- The funding cannot be specifically for medical students only, because there is another funding opportunity for them. → see MAP on the different <i>funding opportunity</i> page (which will be added)			
--	--	--	---	--	--	--

-meeting adjourned at 7:05PM