SCHOOL OF
PUBLIC HEALTH
® UNIVERSITY OF MINNESOTA

School of Public Health Student Senate Meeting Agenda
Wednesday, 2/7/2024
6:00 PM - 8:00 PM CST, HSEC 2-110

Attendance: Emma McGrew, Quin Nelson, Caylin Crawford (notes), Annie Lemieux, Grace De Boom, Grace Savard, Jonathan Barnes, Maya Koffski, Rahma Abufoor, Laila Bushagour, Ellie Hansen, Wanlin Hu, Liam Diaz, Nicole Sewell, Connor Oetzmann, Peyton Ristau, Michelle Crandall

1. **Welcome, grab food, and get settled**
2. **Overview of Election Process and Each Leadership Role**
   1. Link to Constitution which fully outlines the roles and responsibilities
   2. Election Process
      1. Transition Date: End of April/Beginning of May formally
      2. Announcements of new Eboard made: April SPHSS Meeting
      3. Nominations open & close in March
      4. Voting opens & closes in April
      5. Voting on qualtrics.umn.edu
   3. Representatives can serve a second year in their role without being re-appointed
   4. President Role:
      1. Read Public Health Pledge at graduation ceremony
      2. Administrative Tasks
         1. Presence, room rentals, create agendas, run meetings
         2. Organize elections and new senators application process
         3. In charge of the SPHSS email inbox
      3. External Tasks
         1. Appoint to all the external committees and student government bodies
         2. Sit on the EPC committee
         3. Meet with Jenny every two weeks
         4. Meet with the Executive team (Deans and heads of departments) for DEI meetings, other meetings that you're invited to
      4. Advocacy
         1. Coordinate with advocacy committee around student issues
      5. **Requirements-** you have been on senate for 1 year, ability to work on some senate stuff over the summer
      6. Hours- 5 hours on a light week to 12 hours on a heavier week
   5. Vice President

1. Events Committee Leader
    1. ~About 2-8 hours per week, only heavy during intense planning/hosting weeks
    2. Wide variety of tasks
    3. Must like events :)
2. Supports the President's work
3. Collaborates with the Communications Director
6. Director of Finance
    1. ~1 to 4 hours a week
    2. More of the heavy work is during the summer
        1. Creating budget & getting it approved by SPH Dean's Office (this happens in May)
            1. Get acquainted with the finance contact in Dean's office (I will set up a transition meeting with Melissa she is awesome)
        2. Applying for grants (PSG, SSF/SUA if necessary); can work with these contacts on Senate too
            1. Work with the PSG rep on PSG grant in the fall, it's not a crazy process, pretty chill!
            2. We didn't have any SSF/SUA grants this year
        3. Update grants application and post on website
    3. During school year:
        1. Check grant applications and post them to Slack for voting
            1. Answer any questions regarding grant applications & opportunities sent via email
        2. Purchase food & snacks for SPHere, meetings, and events
        3. Update budget as purchases are made and make sure SPHSS stays within budget throughout the year
7. Director of Communications
    1. 1 to 3 hours a week, give or take. More at the beginning of the term getting everything set up.
    2. Managing Twitter, Instagram, LinkedIn, and Facebook.
        1. Collaborate with the UMN SPH pages, reshare and have them share our content
        2. Help the VP promote events, make fliers / materials in Canva
        3. Manage materials in google drive and LinkTree, keeping things up to date (photos, promo, etc.)
    3. Communicate with the SPH website managers / event calendar
8. Secretary
    1. Administrative tasks- meeting invites, etc.

2. Meeting minutes
3. Runs the E-Board Elections
4. About 2-4 hours a week
5. Lead or co-lead advocacy committee
9. If interested in any position, reach out to the current person to connect, ask questions, and learn more!

3. **Officer Reports**
   1. <u>President</u>
      1. Research Day- April 3, 2024, 1-4pm
         1. Deadline to register + provide abstract is March 1st
            1. posters due March 22
         2. https://www.sph.umn.edu/events-calendar/research-day/
      2. Commencement - May 13, 2024, at 5pm
         1. Volunteers needed for ushering and volunteers
            1. Stay tuned for more info
   2. <u>Vice President</u>
      1. Rest of updates in events
      2. Looking for a co-lead for events committee if anyone is interested
   3. <u>Communications</u>
      1. Complete the senator Sunday survey!
   4. <u>Finance</u>
      1. Share out with folks that people can apply for grants!
         1. Get money to students!
      2. Grant updates: it sounds intimidating and is annoying, but Melissa is awesome and will work with us if issues arise
         1. Copy of Review: SPH SS Prof Dev Grants
         2. Overall, the Qualtrics form will need to be updated with a new university form and a couple additional questions
         3. Nothing about our voting process changes, still vote over slack
         4. We will need more strict grant deadlines for each semester
         5. Melissa takes care of the rest!
         6. Goes into effect Fall 2024
         7. May be able to fund travel and hotel expenses starting next year!
   5. <u>Secretary</u>
      1. None
4. **Committee Reports**
   1. Advocacy committee
      1. Is there interest in starting a UMN National Alliance of Public Health Students and Alum chapter?
      2. Subcommittees formed:

1. SPHere renovation
2. Israel-Palestine crisis survey
   1. Brief discussion: Next steps?
3. Admitted Students Days- March 25-29, 2024

2. Alumni Society
   1. Work with us for the Spring event, yay!
   2. Alumni are currently working on a card-writing campaign for admitted students to hopefully increase acceptance rate.
      1. Was there anything you would've liked to hear from alumni that would've helped us accept our admission?
         1. Favorite classes
         2. Job titles/places of employment
         3. Impactful experiences
         4. Research that they were involved in
         5. Contact info to connect further
      2. Also collecting feedback about SPH mentor meetup
         1. Do not hold at 7am
         2. Not in Edina (on campus would be better)
   3. Alumni Ambassadors (new committee within the Alumni Board) - looking to get involved with volunteering, admitted students week, and working with student ambassadors.
   4. SPH CEPH Alumni Focus Group
      1. We as a school are not up for re-accreditation yet, but I believe the goal of this was to reframe goals and competencies of programs.
      2. Alumni provided their experience in the SPH and what they want to see/aren't seeing in new hires from SPH.
   5. Gaylord Anderson Memorial Lecture and The Alumni Awards
      1. February 27th from 3:30 - 6:00 pm
      2. Dr. Sandro Galea, Dean and Robert A. Knox Professor of Boston University School of Public Health, will be the guest lecture.
      3. Please register if you plan to attend.

3. Events Committee Updates
   1. Women's Hockey Game, February 24th at 2:00 PM
      1. Meet before at Sallys or Stub and Herbs?
   2. Women's Gymnastics Meet
      1. Sunday, March 17th at 2:00 PM
   3. Trivia Night
      1. Thinking post spring break at Minneapolis Cider Co again
   4. Pickleball Rental
      1. Minneapolis Cider Co

2. Late March/Early April
3. 2 courts for 2 hours
4. Senate would cover court rentals and paddles
5. If you're interested in running for VP next year and/or running events committee, let Emma know
4. Council of Graduate Students
   1. No updates
5. Professional Student Government
   1. The Gala is March 15th! Look out for invite/RSVP via email
   2. Annie Lemeiux is being added to the Judicial Committee
   3. PSG passed a grant for the 3rd Annual Healthcare Interschool Networking Event. The planners of the event would like to consult with other schools please reach out to me (crand151@umn.edu) or Celina Her (herxx394@umn.edu) if you are interested in sharing your input with them.
6. University Senate
7. EPC
   1. No updates
8. Research Committee
   1. Working on new streamlined process for letters of support requiring Dean Pettigrew's signature (mostly relevant for PI/faculty/staff)
   2. APHA conference is in Minneapolis this year
      1. Oct 27-30, 2024
      2. Theme is "Rebuilding Trust in Public Health and Science"
      3. SPH will have a booth, "Healthier. Happening here."
         1. Strengthen standing of SPH
         2. Promote SPH leadership and innovation in research, education, and antiracism
         3. Engage key participants including leaders at SPH students, faculty, staff, alumni, and donors for MPH.
         4. Strengthen our partnerships with…[MDH]
      4. Abstracts due March 29, 2024
      5. Registration opens June, 2024
   3. Event w/ Hennepin County Database creation
      1. Hennepin County, the School of Public Health, and the Hennepin-University Partnership are co-sponsoring an event convening UMN faculty and leaders from Hennepin County Public Health.
      2. Title: Integrating Social Determinants of Health Data to Reduce Health Disparities

1. first step towards Hennepin County creating an integrated data strategy that draws together health and human services data
        3. Aims -
            1. Increase awareness of county data infrastructure and UMN data science expertise
            2. Produce insights into novel ways of using health data for decision making
            3. Advance a strategy for effective and impactful integration of various Social Determinants of Health data
    4. Working on Xu Wang Childhood Health and Research Fund for 2024
        1. Scholarship is designed to support student scholarship and student-led research.
        2. Expanded criteria this year- funding for anything related to children's health
        3. $5000 max award
        4. Donors interested in community engagement experience/impact
9. National Public Health Week Planning Committee April 1-5, 2024:
    1. Working on scavenger hunt, simplistic design likely a Google form and a photo board to track progress
10. DEI Action Alignment:
    1. One open spot on the committee!
    2. Monthly from 9am to 10am on the first Wednesday
    3. Contact Quin if you're interested
11. Awards Committee:
    1. Student speaker selection committee
        1. Sign-ups/nominations for student speaker release later this month
        2. Need methods to recruit volunteers
        3. Student speaker selection process-
            1. Students who are not interested in speaking or nominated for being a speaker
            2. Watch speaker videos and filling out rubrics
            3. Email the person who is selected to speak

5. **Discussions**
    1. Meeting with Dean Pettigrew
        1. Asked for specific feedback about credit # for different programs
            1. How has this policy impacted your time at SPH?
            2. How has the fee structure impacted your experience in grad school?

3. Is there a benefit to having different credit requirements for different programs?
    2. Other questions:
       1. DEIA
       2. Email address being closed 2 weeks after graduation
2. How can we increase SPH student engagement/outreach?
   (**Asterisks** are things we should consider doing this year)
    1. CHIP lounge/ CHIP student group emails
    2. Could SPH have an opt-in email serv for a monthly newsletter?
    3. Posters in the bathrooms?
    4. Could we have listserv access for next year?
    5. What are the rules for posting flyers/QR codes in HSEC?
    6. Submit concerns via QR code
    7. **Hold *regular* open office hours
    8. SPHSS senators show up at events and build relationships
    9. **Once/month or routine event to chat with senators
    10. Add links into our biographies to an anonymous survey about student concerns
    11. Reach out to program directors to see if they'll send out announcements

6. **Adjournment**