

Whitehead Medical Society Meeting Agenda

Tuesday, August 18th, 7pm

Attendance:

- Foundation Officers: [x]Karli Gast, [x]Trent Wei, [x] Elizabeth Stephenson, [x] Helen Powell, [e] Nick Varunok, [x] Katie Sample, [x] Mary Shen, [x] Nick Wilkinson, [] Audrey Lan, [x] Fola Omofoye, [x] Erin Dengler, [] Louisa Mounsey, [x] Nadia Hoekstra, [x] Peter Sheng [x] Melissa Rolfsen
- MS3 Officers: [e]Judd Heideman, [e]William Oslund, []Tyler McKinnish, [x]Alex Plattner, [] Ray Antonelli
- MS4/LOA Officers: [x]Patrick O’Shea, []Jackie Lee, [x]Kyle Roedersheimer, []Brittany Papworth, [] Alex Finch, [] Kimmy Vuong, [x] Matt Waters, [x] Angela Cai, [x] Patrick Kellam, [] Courtney Lee

A. Updates and Announcements (30 minutes)

Topic	Presenter	Time	Details/Follow-up
Ripples	Kyle and Pat	5 min	Ripples City Year Founder Discusses Impactful Leadership
Announcements from WMS Co-Presidents	Kyle and Pat	5 min	<ul style="list-style-type: none"> ● Diversity Initiative Summer Reading Idea. Blindspot: Hidden Biases of Good People Mahzarin R. Banaji and Anthony G. Greenwald <ul style="list-style-type: none"> ○ Thank you to those WMS members who volunteered their time!!! ● Leadership development initiatives <ul style="list-style-type: none"> ○ Angela met with Dr. Byerley, will have details later this month ● Innovation grants <ul style="list-style-type: none"> ○ Will be rolled out before Retreat for feedback, finalized at Retreat ● WMS Retreat September 19th <ul style="list-style-type: none"> ○ Location: Maple View Agricultural Center, 9am ○ Serves as our meeting for Sept.
Announcements from each office	All	15 min	<u>F2 Presidents-Trent and Karli</u> <ul style="list-style-type: none"> ● Recently finished ● Working on currently <ul style="list-style-type: none"> ● Med School Gala! - anticipate good attendance, blue zone, need feedback for themes (Gatsby, Madmen, black & white), looking for a theme organizing volunteers ● Anatomy Memorial Service <ul style="list-style-type: none"> ■ tentative date Dec. 14th

- Planning for future
 - apparel sale - Jan is sending newsletter to alumni in Sept
 - MS2 MS1 Mixer - October?

Diversity and Campus Affairs: Courtney and Nadia

- Recently finished:
 - Confirmation of the keynote speaker Dr. McNeal-Trice
- Working on currently
 - Reaching out to residents and faculty
 - Planning event for Diversity Council orgs
 - Confirming performers or presenters
 - calling accepted students - coordinate w/ student recruitment
 - have tour guide call students?
 - try to connect similar students?
 - ask what students are interested in during first call and then connect them to others?
- Planning for future:
 - Diversity Café October 7, 2015

Curriculum Affairs Nick & Katie

- Recently finished
 - a) focus groups for 1st yrs
- Working on currently
 - a) blocks are shorter now, not going to send surveys at some block meetings
- Planning for future

Student Affairs - Liz and Helen

- Recently finished
 - Activities Fair! - Joni was pleased
- Working on currently
 - Book exchange
 - Getting student groups recognized with UNC
 - COS
- Planning for future

Recruitment-Erin and Louisa

- Recently finished
 - selected new tour guides - diverse group!
- Working on currently
- Planning for future
 - 8/31 is first tour

IT - Nick

- Recently finished
 - New exam SoftWare transition went smoothly, with good feedback regarding the new abilities with this software (highlighting, crossing-out, notes, navigation, scores)
 - Working on currently
 - **Elections Timeline:**
 - **Tue, Sep 8:** Student Government Interest Meeting at 12:00pm, Bondy G030
 - **Fri, Sep 11:** Interest/Intent Form Due at midnight (or whenever we get them...)
 - **Sun, Sep 13:** Platforms are due at midnight
 - **Mon, Sep 14 – Wed, Sep 16 :** Elections held (polls closing at midnight on Wednesday) [MS1s have final exam Mon morning]
 - **Thu, Sep 17:** Winners announced and if necessary, run-offs held this day/evening (polls closing at midnight Thursday)
 - **Fri, Sep 18:** Run-off winners announced
 - **Sat, Sep 19:** WMS Retreat
 - **Positions to be elected:**
1. Foundation Class Co-Presidents (2 positions - run in pairs)
 2. Assistant Co-VPs of Student Affairs (2 positions - run in pairs)
 3. Assistant Co-VPs of Curriculum Affairs (2 positions - run in pairs)
 4. Assistant VP of Education Development (1 position)
 5. Assistant VP of IT Representative (1 position)
 6. Assistant VP of Research and Publications (1 position)
 7. Assistant VP of Community Service (1 position)

		<p>8. Assistant VP of Campus and Diversity Affairs (1 position)</p> <p>9. Assistant VPs of Recruitment (2 positions)</p> <p>10. Financial Affairs MS1 Rep (1 position)</p> <ul style="list-style-type: none"> ● Planning for future - We decided to elect Chief Advocate Iter this fall, sometime in October/November, then subsequently elect the college advocates <p>Fola</p> <ul style="list-style-type: none"> ● Recently finished <ul style="list-style-type: none"> a) Stethoscope! ● Working on currently ● Planning for future <p><u>Ed Development - Angela & Mary</u></p> <ul style="list-style-type: none"> ● Recently finished <ul style="list-style-type: none"> a) shared ideas with Dr. Byerley ● Working on currently <ul style="list-style-type: none"> a) leadership activities for retreat b) seeing if PD or PDX will host curriculum c) applying for AMA grant for leadership curriculum d) SOM Sakai Shadowing resource e) Internship/scholarship database ● Planning for future <p>Want feedback for Core competencies for all students:</p> <ul style="list-style-type: none"> ● Self- awareness about own working style and how it interfaces with others ● How to give and receive feedback effectively and professionally à SBIA model (situation, behavior, impact, alternatives) ● Basic understanding of health system à how policy and major industry players affect patient care ● Conflict resolution ● Professional presence: may include topics such as writing emails, attire, presentation skills, preparing ppt slides <p>Feedback:</p> <ul style="list-style-type: none"> ● more effective when the need is recognized i.e. during clinical rotations ● looks better for PDX than PD
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			<ul style="list-style-type: none"> ● PDX is optional, food provided <p>Audrey</p> <ul style="list-style-type: none"> ● Recently finished ● Working on currently ● Planning for future <p>MS2 Chief Advocate-Melissa</p> <ul style="list-style-type: none"> ● Recently finished <ul style="list-style-type: none"> ● Lake weekend, ● Orientation, ● Cicerone Kick-off! ● Working on currently ● Planning for future <p>MS3 Chief Advocate-Alex</p> <ul style="list-style-type: none"> ● Recently finished ● Working on currently ● Planning for future <p>MS4 Class Presidents</p> <ul style="list-style-type: none"> ● Recently finished ● Working on currently <ul style="list-style-type: none"> ○ ERAS photos (all done! Yay!) ● Planning for future <ul style="list-style-type: none"> ○ Senior fee collection ○ Capstone planning meetings <p>Finance</p> <ul style="list-style-type: none"> ● working on google doc to track balances ● If you did not get a copy of the budget to your whitehead gmail, email Patrick <p>Queen City Rep: Tyler</p> <ul style="list-style-type: none"> ● Recently finished ● Working on currently ● Planning for future <p>Asheville Rep: Ray</p> <ul style="list-style-type: none"> ● Recently finished ● Working on currently ● Planning for future
Retreat/Leadership Series	K&P	3 min	<ul style="list-style-type: none"> ● Dr. Byerley and Dr. Burks likely lead.

			<ul style="list-style-type: none"> ● Investigating monthly healthcare leadership series.
Volunteers to hand out programs at Whitehead Lecture	K&P	2 min	Karli, Nick, Melissa, Fola

B. Discussion (30 minutes)

Topic	Presenter	Time	Details/Follow-up
Town Hall Agenda Suggestions	P&K, Nick and Katie	5 min	<p>Step 1 scores? (wellness concerns?, how can evaluate more accurate performance)</p> <p>Dr. Dent gets scores when students receive them, but people are still getting scores back.</p> <p>-Best practices (timeline)</p>
Skit Night Locations	P&K, Jackie	5 min	deposit at Art Center currently, will discuss larger venue later
Library Lunches	Patrick	5 min	<p>Lara Handler</p> <ul style="list-style-type: none"> -poster design basics -finding medical images online -EndNote and/or RefWorks -Keeping current: saved searches and getting Table of Contents updates automatically emailed to you -overview of drug reference -consumer health and patient resources -library resources in Spanish and other languages -PubMed refresher -finding health related statistics -anything else? → Clinical Key!
Student Mistreatment Discussion	P&K	10 min	want to develop student committee to address the fact that case #s have not decreased
Election timeline for Chief Advocate and Financial Aid	P&K	5 min	<ul style="list-style-type: none"> ● initial elections in early Sept to maximize transition period ● people are elected for a phase ● more upperclassmen elected in Dec ● Chief advocate elections ASAP to facilitate training window → write in bylaws you must 1. fill out interest form and 2. contact current office holder for brief (~10 min) convo. IT could help confirm the contact was made.

			<ul style="list-style-type: none"> ● concern about everyone running at once - Maybe have elections spread 1 month apart? ● Who will be responsible for college cup? ● people don't know each other well at the beginning and are overwhelmed at the beginning and hesitatnt to run - delay everything? delay class pres? ● concern about delaying shortening transition period? do people really need that much time to transition? ● student affairs is very process oriented and needs more transition time ● balance b/w people knowing their classmates vs needing time for handoff ● voting <ul style="list-style-type: none"> ○ timeline as proposed (above, IT) w/o chief: 8 → we will do this for now ○ everyone in Oct (first years not present at retreat): 2 <p>see Patrick's professional graphic</p>
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C. Need to Do

- Get ready for the upcoming school year and orientation!

D. What's upcoming?

- **Saturday, September 19th (retreat)**

List of Meeting Dates (Tentative):

- October 20th
- November 17th
- December 8th
- January 19th
- February 16th
- March 15th
- April 19th