



McMaster Humanities Society
Meeting #4: September 15th @ 2:30 PM
MUSC 213 ([Zoom Link](#) available)

Attendance

- Michelle
- Sofia
- Caitlyn
- Lillian
- Zaina
- Aislinn
- Madeline

Minutes

Michelle (President):

Student Representative Assembly

- Thoughts on hosting content on our website
 - E.g. introductions of the caucus members, what they're working on, how to contact them/get involved
 - Will need to make clear the distinction between MHS & SRA representation

Feedback

- Thoughts on also hosting a feedback form on our website
 - E.g. feedback on events, suggestions for improvement
 - Will also put the link to it in our Instagram Linktree

ITSAC Committee

- "You are invited to nominate a leading student representative to be a member of this year's committee. Their voice, perspective and networks will help realize the McMaster IT Strategic vision. The committee meets monthly, from September to November and January to March."
- Tentative meeting schedule: Last week of September, October, November, January, February, March. Date and time to be determined based on member availability.
- VP External, Sofia will act as MHS representative

Lillian (VP Admin):

FYR Elections!!!

- PLEASE repost!
 - 2 nominations received already - probably won't extend the nomination period

Fall 2022 Scheduling

- Please send me (Lillian - mhs.president@machumsociety.com) your Fall Semester schedule *and any times you're unavailable because of work, extracurriculars, etc.* by tomorrow - **FRIDAY SEPTEMBER 16TH @ 5 PM**
 - Will be used to schedule **weekly meetings & Office Hours**
- Meetings moving forward
 - Hybrid - in-person - virtual option available

Meeting with MHS Advising / Student Experience Office

- Importance of connecting central faculty and student body
 - *How can the MHS help bridge student feedback from students?*
 - *How can the MHS help to spread the work about opportunities and programming by the SEO?*
 - *What kind of events would be good for the MHS and SEO to collaborate on?*
 - *Is there anything specific to student leadership (i.e MHS Exec) that the SEO could offer?*
 - If SEO representation is desired at any MHS Meetings, just reach out.
- Typical collaborations between the Office and the MHS:
 - Social media cross-promotions
 - i.e HUMAN 2CP2
 - Best practice: to tag @mcmasterhum in social media posts
 - Collaborative events: Alumni, networking-esque events
 - Collaborative efforts to increase campus presence: CNH, MUSC
 - Ask SEO if MHS-affiliated clubs could be featured as well?
 - Mills Plaza - vs inside venue
 - ‘Humanities Fall Faculty Fair’
- Next clubs meeting - Nina Cammalleri would like to attend
 - SEO really wants to strengthen their relationship with Program Societies

MHS Website Updates

- If you have a peripheral team - please double check the information at the end of the [MHS Personnel document](#) (or fill it in if I have not) so we can update the website accordingly :)

Lunch with the Deans Invite: Thursday October 6th @ 12 pm (The Phoenix)

- Response due by Friday September 23rd

Keep using the MHS 2022-2023 Calendar

Sofia (VP External):

Potential Fall Wellness Event

- Therapy dogs (sometime in November? - St John’s Ambulance Therapy Dogs)

Arts Matters Week

- Fundraiser run throughout, or before
 - Keeping events free, but donation-based
 - Have a donation link open throughout Arts Matters Week
- Potential Events
 - EDI had the idea of a drag show
 - Karaoke night

Madeline (VP Academic):

Mentorship

- Mentorship program is underway
 - Ratio of 2:1 mentee/mentor
- Aiming to have first mentorship event before the end of the month
 - Paint night on BSB field, like last year

- Will book field & LRW
 - LRW 1057 (rain location - Lillian to email)
 - BSB Field (primary location - can be booked via [form](#))
 - Madeline to send Lillian info for EOHSS (participant #s, date, start/end time)
- Will need paint supplies
 - Need to confirm what we have and what we need to buy
 - Paint and brushes are in good supply
 - Need to buy canvases – Michaels? Walmart, Amazon, Dollarama
 - Approx. 30 canvases in MHS Office
- Speaker + playlist
 - Snacks
 - Use of leftovers from Welcome Week is fine
- Will connect with Khadijah once date/time are confirmed
- Bring merch for first years
- Will get WW Reps to attend, assist with event

Zaina (VP Operations):

Humanities Bonfire Event!

- Altitude is booked for September 26th from 7-10 pm
- Marketing form will be filled out by today and sent to Khadijah tonight
- Will send EOHSS details to Lillian
 - expected participant numbers (will need to cap numbers (both reps/volunteers and students) at a total i.e like 50)
 - summary of event (i.e jewelry-making, food (smores?))
- Brainstormed snacks
 - Need to check inventory in the office before events
- Jewelry making crafts table
- Working out funding
- Have volunteers for the event (WW Reps)
 - Reps can help guide students to Altitude
- Sign-up sheet or Google Form for volunteers and attendees

Formal

- Brainstorming theme ideas
- Looking at venues
- Asking student body what they want to see

Other Brainstormed Events

- Karaoke Night (collab with Sofia :)
- Tote bag making workshop
- Maybe Halloween movie night with a painting aspect (Coraline)
- Secret Santa (potentially)

Caitlyn (VP Finance):

Budget Review

- Election fee will be paid tonight
- Get the exec's input on how much funding they think they need to run their events

Aislinn (VP Internal):

Potential Clubs Fair / Humanities Faculty Clubs and Services Event

- see: “Collaborative efforts to increase campus presence”
- This is something the clubs would be interested in as they expressed interest in Clubsfest. Would we ideally be able to work towards holding it potentially in the last week of September?

Finalizing Funding with Caitlyn

- Previous years: \$400 base, \$200 extra with \$50 Underground gift card. We were running into a couple unsettled answers about redistribution (as we no longer ratify the MTFs and so the money was redistributed.) Provide some sort of “printing” or “general supplies” or “physical marketing” funding? Or just redistribute \$50 more to each club to meet last year’s numbers?
 - \$475 base with \$200 extra that clubs can apply for, \$25 Underground gift card
- If clubs fundraise on their own, notify VP Internal and Finance?
 - Yes, so we’re aware they’re taking in more students’ money
- CMAS funding chunk for domain
 - Email back and inquire about a cheaper domain option

Next Couple Months

- funding to clubs (Sept)
- monthly meetings with Club Presidents
- application process for 2023-2024 Welcome Week Planners (likely applications out after Reading Week in October)
- interview process for Planners in November for hiring confirmed beginning of December

Khadijah (VP Marketing): ABSENT