

**SUNY Downstate School of Public Health
Student Council Meeting Agenda
Friday January 19, 2018 at 5:30pm
SPH Lounge**

Introduction

Kirsten Weisbeck
Margot Swift
Natalie Charles
Andrew Hasenzahl
Dr. LeConte Dill
Lousette Saint Victor
Michelle Davis

1. Brief Meeting Minutes Review (3 minutes)

Kirsten motion to approve meeting minutes for December which were distributed prior to the meeting. Maggie second the motion.

Motion to approve December Meeting Minutes approved unanimously.

2. Prepare for the SPH Council elections (5 minutes)

Kirsten would like to announce SPH elections in mid-February followed by the elections through blackboard at the end of March. Dr. Dill suggest for the council to speak to Meg Sullivan regarding timeline. Kirsten will be in charge of talking to Meg.

Kirsten suggest planning on simplifying the process of election in the constitution. Next month we can plan on modifying the constitution.

Andrew expressed that the university council is meant to have a representative from different school and the presidents of the different school councils are supposed to be members in the university council as they are elected into position. However, this has not been the case. The SPH representative has been him even though he graduated. Andrew think it would be great to have public health students represented at the University council meetings.

Kirsten will find out more about the election process from Meg, and be sure to talk further about having council members represent SPH students at the university council meetings

3. Resume Workshop (10 minutes)

1. Lousette is in contact with DOHMH to have someone from HR present for the resume workshop between February 5th to February 9th or between February 12th to February 15th around 4pm.

2. Duties to claim:

Kirsten will be making the flyer, the food order and the room reservation for the workshop.

An Update will be sent on Slack once we have a concrete date for the resume workshop (waiting for DOH confirmation).

4. Career Fair (15 minutes)

The career fair will be hosted on March 23rd. The invitations will be sent out by Maggie and Justin.

Justin and Maggie will be the point people for all the contacts to make sure who confirm attendance to the fair. Maggie will be diving up the list of potential participants of the career fair.

Kirsten would like to give council members access to the SPH council email. Kirsten and Natalie will be corresponding with Amy or Meg to set up a meeting about décor plans for the set-up for the fair.

Dr. Dill mentioned that some faculties had some input for the career fair (Dr. Hoepner, Dr. Helzner and Dr Kolokotronis) and it would be great to seek them out. Kirsten agrees.

A draft of the invitation will be created and sent out to Dr. Hoepner for input on different organizations that should get an invitation to the career fair.

Invites will be sent out by the end of the January. The draft will be sent to Dr. Hoepner by the week of the 29th of January.

Dr. Dill suggested that Dr. LaRosa be part of the planning process for the career fair. Maggie will send the invite to Dr. LaRosa as well.

Maggie suggested that we add environmental health representatives to the list which would be helpful to students who are environmental health concentration. In addition, Maggie expressed it would be great to have a big poster with the SPH career fair label on it. Dr. Dill suggested that we ask the student center regarding this matter or contact Mariecia.

Kirsten proposed a small snack and small water bottle for everyone coming to the fair. Lunch will be provided for those who will be tabling. Kirsten will also contact a photographer to coordinate headshots at the event.

In February, the council plan on publicizing the career fair to all students.

5. National Public Health Week 4/9 – 4/13

NPHW will be health the week after the actual national public health week due to spring break falling during that week. Dr. Dill mentioned that Veronique would be a great option for a presentation at the NPHW. Her focus is on Haitian Dance and Haitian spirituality in public health. She will be great to have, she will be able to create an interactive activity. Kirsten will contact Veronique on that matter.

Kirsten has been in contact with Keisha who does workshops on how to start a podcast and suggested her as an option of a type of presenter we can have at the NPHW

Another suggestion was to do a film screening during the NPHW. The Movie can be related to public health issues. Dr. Dill Mentioned Cancer ally as a movie option.

Dr. Dill also brought up the idea of having a keynote speaker for this year. Dr. Easterling was the key note two year ago, and could be invited again if that is something the council would like to consider.

Michelle suggested that we consider sending a poll to the SPH student to see which topics they would be most interested in.

Michelle also suggested that the council consider the organization “All Periods Matter”. The organization focuses on collecting donations of feminine products and donating them to the homeless in NYC, Philadelphia and Florida.

Michelle motions to poll students. Kirsten seconds the motion. Motion approved unanimously.

6. Spring community service project.

Kirsten suggest that we also take a poll for the spring community service event. This poll will be sent out to students once a list of the different options has been generated.

Michelle suggested that we have a speaker tied in with the spring community service, that speaker could be from the "all periods matter" organization or from any other organization.

7. Review Spring 2018 Newsletter

The goal of the newsletter is to update school of public health students on what's happening in the school. Kirsten created an outline of the letter, that include abstract submission deadline, career fair, Field experience opportunities, the SPH council Elections, and the resume workshop.

Maggie suggested that we include pictures from the mixer into the newsletter.

Kirsten would like to send the newsletter by the end of January.

8. New Faculty Liaison - Next Year (5 minutes)

Dr. Dill will be stepping down from the council meeting as the faculty representative towards the end of this academic year. The council will begin to brainstorm about prospective candidates to fill this position next year.

9. Other

SPH Council intend on investigating on ways in which Downstate could offer writing workshops and career development workshops to students who are in need. Dr. Dill and Kirsten will inquire and follow-up about the current resources available.

Andrew suggested to have a TA available for writing workshops.

Kirsten motions to adjourn the meeting at 7:00pm. Maggie second the motion. Motion approved unanimously.

Respectfully submitted by:
Lousette Saint Victor
SPH Council Secretary

A handwritten signature in black ink, appearing to be 'Lousette Saint Victor', written over a horizontal line.