

**SUNY Downstate School of Public Health
Student Council Meeting
Wednesday, December 12th, 2017
5:30pm**

I. Introductions/ Attendance

Dr. LeConte Dill
Kirsten Weisbeck (phone-in)
Samantha Lawrence
Maggie Swift
Natalie Charles
Naomi Isaac

II. Approval of Meeting Minutes/Secretary report

Everyone individually went over the last meeting minutes

Kirsten motion to approve the last meeting minutes

Motion Seconded by Maggie. Kirsten ask if all were in favor and if any opposed the motion.

Motion approve unanimously

III. Updates on student faculty mixer.

Kirsten mentioned that all the food has been ordered. The total fee for the mixer is \$1700, the service fee was \$200 total. The \$1700 is the minimum spent. This amount went in to the food which is essentially the same selections as last year with the addition of a few more options. A \$500 budget for open bar with beer, wine and soda. Today Kirsten would like to vote on the possibility of extending the open bar in case of a greater turn out than the number of people expected (40).

Kirsten motion to approve an extension of the bar tap by \$100 in the event of a greater turn out than anticipated (40) in addition to the \$2040 that we already have budgeted for woodland funded from the Events Account (#40-70097-013-30001). Motion Seconded by Maggie. Kirsten ask if all were in favor, and all who opposed.

Motion approve unanimously

IV. Last minute invites

Kirsten will be checking to see if there are any additional RSVPs. Five faculty members has already RSVP'd. Approximately seven alumni confirmed, and twenty students are confirmed.

Kirsten will send a final student faculty alumni mixer reminder email this week.

Kirsten mention that Maggie will have the photo release forms, the sign in forms and the name tags.

In term of coordination of the drop off for the donations, Kirsten suggested if anyone has a car they can pick up the donations from downstate and bring it to the mixer or someone can pick up all the donations at downstate the day following the mixer in order to drop them off at the

location. Maggie is willing to bring the items that are at downstate to woodland on the day of the mixer.

V. Day of Mixer Breakdown.

Kirsten will send out a thread on slack for council member to sign up for set up and breakdown.

Samantha ask if there were a specific agenda for the event?

Kirsten think it would be a great idea to follow last year format which is a quick introduction by giving your name, your affiliation to downstate and where are you working now and your career interest

Dr. Dill suggested we have a system to identify different SPH concentration by having different color dots for each concentration and having participants (faculty and students) place the dots on their name tags. Dr. Dill believe this will foster effortless conversation.

VI. Committee Updates

Dr. Dill mentioned that the search for a new SPH dean has been posted on public websites. Kirsten asked about a timeline for the search however she was told that there was no actual timeline but they are hoping to fill the position by the end of the spring semester.

VII. Career Development

Career Fair

Kirsten mentioned that after the student alumni mixer we will be planning the career fair. She encourages us to start thinking of people we will be inviting to the fair.

Resume Workshop

Lousette will be reaching out to Carol Pope and Heather Badger who joined the resume workshop last year.

Maggie wonder if it would be redundant to have them come for both career fair and resume workshop.

National Public Health Week

Kirsten would like to start getting in touch with presenters for the National Public Health week. Kirsten ask how does the council feel about having our public health week during spring break or should we have it before or after spring break?

Samantha think we should do it before or after.

Kirsten mention it would probably be best to do it after because the council would have just wrapped up the career fairs.

In addition, Kirsten mentioned the idea discussed earlier in the semester of having someone come and teaching the mechanics of creating a podcast. Her prices were approximately \$600 - \$800. From the entrepreneurial stand point it would be a good resource for students to have.

Dr. Dill stated that it was \$900 for a 90 minutes session which is less than what we've paid other artists which is within our former range.

Maggie mention that in the itemized budget that we made the allocated amount for speaker and performer fee was between \$1300 and \$1600 based on what was spent last year.

Maggie think it would be great to gage peoples interest in the podcast idea for the national public health week.

We will revisit this topic by our next meeting.

New Business

New York Epi Forum

There is a budget for conference support but there has not been anything written in stone about how to decide to get a certain amount.

Dr. Dill advise the council to get a clear idea on what conferences that the school is already supporting. Additionally, the council should come up with the council's criteria for a student getting funded for a conference and what conference we will fund.

Next Meeting

Kirsten will send out a doodle for the next date for the council meeting in January.

Kirsten motions to adjourn. Motion approved unanimously 6.30 PM.

Respectfully submitted by:

Lousette Saint Victor

SPH Council Secretary

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