AHEC Meeting Minutes

Date: Wednesday, August 3rd, 2022, 8:00pm @ East Courtyard

Attendees:

Akhilan

Xiaowei

Amogh

Yanina

Adam

Shomik

Minutes: Shomik

[Update] Report back from any outside meetings

* Yanina Xiaowei and Akhilan met with CoSI
* Brainstorming collab ideas on academic events
* Two major ideas
  + SP does 1 residential lecture – invited professors
    - 100-150 attendees
    - Next Spring
    - Ashdown can join forces
    - Panels or small conference
    - Funding and organizing/finding people
    - Write external funding app together
    - OGE / GSEG funding
    - Some part of event at Ashdown, or split sessions
  + Small-scale event in Sep/Oct
    - Contest for older grad students to present research
    - General audience, user-friendly presentation
    - Whoever did the best presentation gets an award
    - Dance your PhD thesis. No PPT
    - Think of prizes later
* Shared gDoc to coordinate things. Xiaowei will do this
* Nothing about GSC Orientation
* Officer information
  + Unlimited amount of officers
  + What if they don’t fulfill their duties? I.e. One Coffee Hour officer has been absent
    - They have sent a warning already
    - If they don’t respond, meet with AHEC. Then HoH
    - Take up extra responsibilities to make up for lost time
* Akhilan met with Nelson and Naomi regarding dorm leader training for fall
  + Mandate DEI training
  + Feedback?
  + Dorm-specific content? Setting is different than departments
  + Panel of different resources at MIT (Medical, Athletics, Dining, etc.)
    - Ombuds, Wellness
  + Day-long session
  + For all officers. How to ensure attendance, especially for in-person event
  + Virtual component or evening/weekend event
  + Add new conflict resolution training
* Akhilan went to GSC general council meeting
  + Union
    - Start negotiating in Sept (after orientation)
    - Expect result/agreement by end of year (very optimistic)
    - AHEC stay in the loop but not get involved
  + Finances
    - Lots of orgs submit RFP late
  + COVID testing
    - Why did they stop for asymptomatic?
    - Cambridge offers free PCR testing
    - Insurance covers 8 antigen tests per month
    - Can antigen tests and masks be provided at the front desk?
    - Adam will bring up to Ian Waitz at COVID call on Monday

[Update] Check suggestion box for entries

* Empty

[Update] Open forum items

* Empty

[Update] Officer of the month

* 5 responses!
* Yanina will send announcement

[Update] Automatic light switches

* None. Dennis is out

[Update] Adaptable officer board

* Yanina looked at it
* There is a lock to the officer board
* Instead: cork board under the glass, pin photos to cork
* Denise will handle ordering etc.

[Update] Publicity items

* Ignacio sent lots of poster ideas
* One poster each for washer and dryer
  + Clean the filter
  + Keep the washer opens
  + Put posters on all machines
* Grab & Go
  + Seems a bit direct
  + Say please
  + Discussed edits to the poster

[Update] Handling lease changes for incoming/outgoing officers

* See above

[Update] New Operations chair

* Michael – Yanina will reach out

[Update] Website related stuff

* Wait until September

[Update] Front desk late fees

* Marouane about front desk late fees
* Front desk inventory website has stopped working properly
* Unable to mark when people check out items
* Adam meeting with Front Desk Worker Manager
* No fines until website is fixed
* Pretend it is working properly
* Wait on increasing fines until website is up and running

[Discussion] Assigning people for updating front desk inventory system

* For the fall
* Who will lead this project? Ask Operations
* Michael has some ideas

[Update] Poster and Google form for recruiting new officers

* For recruitment
* QR code, google form, list positions that need to be filled
* Publicize during Department orientation events
  + Email department admins
  + Notice boards on campus
  + Facebook
* Akhilan drafted a poster
  + Which shade of blue is it???

[Update] Snake issue? 🐍

* Snek
* Deirdre will send an email
* Yanina has removed the knife

[Update] Computer room renovation

* Amogh emailed again

[Update] Bird feeder

* Kim emailed Xiaowei
* Squirrel-proof? Never
* Ask for help installing, don’t climb trees

[Update] New funding sources

* None yet
* Casino time

[Update] Door tag contest

* Xiaowei will start
* Adam will have a list of residents the next week
* Quick contest

[Update] Food safety training

* Naomi replied, cc’d Dining
* Xiaowei will follow up
* Hard to do training even with requirement
* Cost?
* Could have people who have done the training to train officers
* Protocols for storage, thawing, etc

[Update] Unified orientation advertising

* Akhilan reached out to John
* Willing to make posters again
* Need to finalize dates and times and locations
* Link to add to calendar

[Update] New AHEC closet keys

* Have 6 keys
* 2 at front desk, Akhilan, Yanina, and Amogh, and Events

[Update] Reorganizing Ashdown wiki

* No updates
* Make officers update as they do events
* Structure should be updated by AHEC
* Creating new pages and adding to structure is difficult
* Migrate info to website?
* Wiki is easier for officers to update compared to website
  + Partial access to officers
* Akhilan did rough reorganization

[Discussion] Adding new projects

* During summer some projects are stalled
* Smaller summer projects
  + Just do it
  + Don’t let your dreams be dreams
* Hiking trip
  + Are there any liabilities
  + Day hike is ok probably
  + SP walking club
  + Blue hill or Chestnut hull
  + Zipcar or Budget rental
    - Cheap through MIT
  + Accessible through public transport?
    - Ski trip accessed through Bus
  + Reimburse transportation
  + Fun Fund hiking trip
  + Kim will organize
  + MITOC

[Discussion] Increasing AHEC meeting duration

* Time budget per item
* Cut each other off

[Discussion] Food at AHEC meetings

* Akhilan

[Discussion] New name for AHEC 2022-23

* AHEC 2022-23

[Discussion] Anything else

* HoH $250 per week for coffee hours

Presided by: Akhilan

Meeting adjourned