**DSS Executive Meeting**

July 29, 2021 10am on Teams

“The Dalhousie Science Society acknowledges that Dalhousie University and the Dalhousie Student Union Building are located on traditional, unceded and unsurrendered Mi’kma’ki territory. The Dalhousie Science Society seeks to honour the relational treaty process in its programming, events, and meetings.”

1. **Roll Call**
2. **Business of the Executive**
3. **New Business**
   1. Getting Drive setup
      1. Need everyone’s gmail account
         1. [joyceli032@gmail.com](mailto:joyceli032@gmail.com)
         2. [kendramainprize@gmail.com](mailto:kendramainprize@gmail.com)
         3. [skierbikergirl01@gmail.com](mailto:skierbikergirl01@gmail.com)
         4. [tjeverding13@gmail.com](mailto:tjeverding13@gmail.com)
      2. Kendra can set it up as a model of last year
   2. Dean’s Office Orientation
      1. Video
         1. Joyce to go into building for video
         2. Collect advice on best routes/what to show in video
         3. Get help on editing
      2. Signs through building
      3. Attendance at Welcome Party
         1. September 8th, 2021
         2. Carmen to get times from Alison so shifts can be decided
      4. Promote getting student volunteers
         1. Use social media to promote students working at booths
   3. Prepare for Fall
      1. Check in with Transition package tasks
         1. Research Mixer and Symposium underway
            1. Potential online research mixer in late November
         2. Room bookings to come on Mondays from 7-9.
         3. Dates:
            1. AGM September 20
            2. October 4
            3. October 18
            4. November 1
            5. November 15
            6. November 29
         4. Start promoting VP Finance in early/mid-August
         5. Start promoting AGM in late August/early September
         6. Start promoting Research Mixer shortly before AGM
      2. Reach out to D-Levels
         1. Get contact info
         2. Send sign-up for booths
         3. Start to promote research mixer and see if there’s interest in speaking
         4. Offer to share their promotional content on our socials in exchange for promoting our content
         5. Send out AGM date and dates for meetings
4. **Old Business**