AGSIP Exec Meeting January 27th, 2017

**Attendance:** Laura, Alison, Kalee, Geoff, Alexandra, Erika, Stephanie, Caitlyn

**Regrets:** Robyn

**Agenda:** AGSIP Banking, Open House, Program Review Debrief

1) **AGSIP Banking**
   - Janessa was contacted from Tangerine bank regarding an old AGSIP account (from ~2006)
   - Geoff will contact bank about getting access to the money in this old account
     - may be complicated since people on the account are no longer in Kingston

2) **Open House**
   - Vanessa is emailing current students today to start organizing billeting
     - She will then email the new students attending the open house to see if they have questions, etc.
   - Social committee will send out info about the social events when it gets closer
     - Toucan dinner, potluck, Sir John A’s for drinks

3) **Program Review Debrief**
   - many students had a frustrating experience with a reviewer, was not as solution-focused as it was supposed to be
     - Wendy has been filled in about difficulties with the meeting
   - Kalee has sent an email to students gathering strengths/concerns of our department since the program review meeting ran short of time
     - has been summarized so student concerns are anonymous
     - will share students strengths and concerns with Wendy
   - since lots of students have concerns that are not being dealt with quickly, AGSIP wants to work to improve student communication and use of existing resources
     - we want to improve use of area reps to address student concerns before they get too big
       - all students should be aware of and utilize the existing resources: student concern → area rep → departmental meeting
     - area reps need to be communicating in both directions
       - listen to student concerns, but then also come to AGSIP exec about larger concerns
     - area reps could have monthly/bi-monthly “office hours” so students in that area know when/where to voice any concerns
     - we could also consider a monthly newsletter (both email and printed in student mailboxes) so students are aware of things we are working on
   - Laura and Kalee will meet with area reps to discuss ways in which we can work together to improve student communication with area reps