**Student InterCouncil**  
*Tuesday, October 18, 2016*  
*University Center Tower*  
*Room 1726, President’s Boardroom*  
*5:30 p.m. – 7:30 p.m.*

**MINUTES**

I. **Call to Order & Approval of September Minutes 5:30 p.m.**  
Meeting called to order at 5:35 p.m. The SIC President introduced the two new SON representatives. The September 19, 2016 meeting minutes were reviewed. A motion was made to approve the 9/19/16 minutes with a revision to the attendance; Jingcheng Du was moved from “absent” to “attendance.” The motion was seconded and a vote to approve minutes with attendance revision was made. Motion approved unanimously.

**Attendance:** Sunil Acharya, Alix Baycroft, Alem Belachew, Mason Borth, Pratik Kumar Chaudhary, Marian Chen, Gina Duong, Jingcheng Du, Hallye Fogtman, Swati Goyal, Brandon McCullough, Michael McGuire, Jacquelyn Randle, Gil Rosas, Smruthi Vijayaraghavan, Margaret Wang, Angelina Williams, Robert Williams

**Absent:** Connor Cordray, Brittany Jewel, Katie Oetken, Pritul Patel, Palak Jalan

**Advisers:** Kathy Rodgers, Assistant Director for Academic Affairs  
Eric Solberg, Vice President for Academic & Research Affairs

**Guests:** Dennie Clemons and JR Bright, UT House Medics Co-Chairs  
Marcie Zepeda, Administrative Coordinator, Auxiliary Enterprises

II. **University Guest Speakers 5:35 p.m. – 6:10 p.m.**  
**A. UT House Medics**  
Ms. Clemons made a presentation to SIC members about UT House Medics, an organization that works with Building Together Houston to renovate the homes of community members in need. She showed before and after pictures from the April 2016 UT House Medics project. She mentioned that Building Together Houston is trying to restore 300 homes before Houston hosts the Super Bowl in February 2017. If the SIC would like to work on a home in January, it would be a possibility because of this Super Bowl related goal. If we do not want to have an SIC/UT House Medics event that early in the year, it would still be possible to have the event later in the spring. Ms. Clemons and Mr. Bright will work with SIC Community Outreach Co-Chairs Mason Borth and Angelina Williams to plan the event.

III. **Salutation Recap.**  
Ms. Wang and Ms. Rodgers gave a recap of this year’s SIC Salutation event that took place on September 26th. They asked if SIC members had any ideas to help improve the event next year. Suggestions made by SIC members included playing soft background music in order to avoid lulls, having better table or volunteer placement in order to catch all students that come in side entrances so that they can sign in, and having more high top tables to promote less sitting and more interaction.

IV. **Working with Vendors for SIC Events??**  
The SIC President introduced Ms. Marcela Zepeda, Administrative Coordinator, Auxiliary Enterprises. Ms. Zepeda spoke to the SIC about the role she plays in helping make purchases and provide reimbursement for SIC events. She suggested that students come to her as soon as they are aware that an SIC-related purchase needs to be made. She also suggested that the SIC use preferred UTH ealth vendors so that payments can be made directly and students can avoid the wait to be reimbursed for event costs. The SIC President thanked Ms. Zepeda for coming to the meeting and for helping with the SIC’s upcoming events.
V. Standing Committee Reports 6:10 p.m. – 6:30 p.m.

A. Project Funding Committee

The SIC Treasurer presented a project funding proposal for Boo Bash. Boo Bash is a social event co-hosted by four UTHealth schools (SPH, SON, SBMI, and GSBS) to celebrate Halloween. The Boo Bash planning committee submitted an application for $250 of funding along with an itemized list of supplies that they would purchase with the proposed SIC funding. It was noted by members of the SIC that Boo Bash does not qualify for SIC funding as it is not an educational event. In addition, the SIC funding form for the event was not turned in on time. SIC members discussed potentially co-sponsoring the event as they did last year. SIC members that participated in the event last year noted that there was a lack of organization and communication at the 2015 Boo Bash. The SIC President proposed that the SIC reassess the organization of this event this year and consider co-sponsoring the event in 2017. A motion was made to deny project funding support for the Boo Bash 2016. The motion was seconded and approved.

B. Student Activities Committee-SIC Sports Day

The SAC Co-Chairs updated the SIC about the upcoming SIC Sports Day. It will be held on November 5th from 10 a.m. until 2 p.m. Mr. Acharya and Mr. McGuire requested that all SIC members sign up to help run the event. They especially need people to help with registration and to keep score at each sports area. A duty roster form will be emailed by SIC president to members after the meeting for sign up. Since registration has already exceeded 75 participants, the co-chairs are working to use the rest of the unused budget towards more lunches; there is a vegetarian option. There will be trophies awarded for the competitive events. The Co-Chairs told the committee about the online registration form, which has been distributed to all UTHealth students via email. Deadline for event registration is November 1st.

The Co-Chairs expressed interest in working with the SIC’s Public Relations Committee to promote the event. Fliers have been created and were handed out during the meeting. The flyer will be placed on UT shuttles and other areas where students congregate. A Facebook event is being created by the SIC Historian to share with students and to encourage SIC members to invite their constituents to the Facebook event. Ms. Rodgers proposed that Mr. Acharya and Mr. McGuire make limits for who can participate in each Sports Day event since both adults and children will be participating in certain events (ex. bubble soccer participants need to be of a certain height).

C. Public Relations

As the SIC Historian was unable to attend the meeting, Ms. Wang updated the SIC on the Public Relations Committee’s upcoming plans. The PR Committee is working on the SIC Student Pulse, which should be published before November 10th. Rough drafts of articles should be sent to the SIC Historian Ms. Jewell with a copy to Ms. Rodgers by November 4th. The SIC Historian will prepare the newsletter in Microsoft Publisher in a more-reader friendly format. Members of the Public Relations Committee plan to write about SIC happenings, SIC Sports Day, and upcoming SIC Meet and Greets. The SIC Historian also plans to include an article about SIC Student Regent Varun Joseph. Ms. Wang is working on an interview article on Dr. Colasurdo, UTHealth President to be published in a later issue. Ms. Oetkins, PR co-chair, has been working with SIC members from each school to plan dates for Meet and Greets during the week of November 13th. Each SIC member should be involved with their school’s own Meet and Greet event. There will be more details to the PR Committee via email.

VI. Ad Hoc/External Committee Reports 6:30 p.m. – 6:45 p.m.

A. SIC Community Outreach

Ms. Williams and Mr. Borth told SIC members about this year’s TMC Serves event on Saturday, November 19th from 10 a.m. to 4 p.m. For this event, students from all schools affiliated with the TMC are invited to eat breakfast at the TMC Innovation Center and then will spend the afternoon volunteering
at the Houston Food Bank. Students must register through both the TMC and Houston Food Bank websites. The Co-Chairs planned to meet with their committee to discuss plans for future Community Outreach events including the Turkey Drive and Toy Drive.

B. UT System Student Advisory Council (UTSSAC)..............................Mason Borth and Alix Baycroft
Mr. Borth, who serves on the Diversity and Inclusion Committee, requested short emails from members of the different schools to help him learn more about diversity related resources available to students and problems that current students have experienced with diversity on their campus. It was suggested that Mr. Borth try to gain access to the results of the UT System diversity survey that students have been asked to participate in.

Ms. Baycroft, who chairs the Graduate Student Affairs Committee, asked that students share their experiences with mental health and wellness resources, maternity leave policies for students, and career counselling opportunities. She will attend the next UTSSAC meeting in Austin on November 4-5th.

C. Interfaculty Council (IFC).........................................................Alix Baycroft, SIC Secretary
Ms. Baycroft relayed updates from Brittany Jewell, SIC representative on the IFC, about the most recent IFC meeting. At the IFC meeting, Dr. Kevin Morano, Associate VP for Faculty Affairs and Development, spoke about childcare and eldercare being subsidized by UTHut Health for all faculty and staff - not students. This program is in a one year trial period that may be able to be expanded to students if it is successful. The IFC, with the help of UTHut Health President Colasurdo, is making an effort to improve diversity among faculty and to more equitably distribute resources among the six UTHut Health schools. The TF Burks Scholarship Review Committee members are in the process of being selected. Members include one IFC faculty member from each school and three SIC named representatives. The IFC expects to award these scholarships before the end of the fall semester. Ms. Rodgers noted that the EVP office will send a notice to the six schools, who can nominate up to two students each. There is $4000 available for the TF Burks Scholarship this year, and the committee will determine how to distribute the funds amongst the recipient(s). Lastly, Ms. Jewell urged the SIC to consider adopting the IFC’s practice of subcommittees presenting “charges” at the end of the year in order to provide direction for the following year’s committee members. Ms. Jewell will bring an example to the next SIC meeting that is taken from the charges prepared by the IFC Subcommittees.

VII. Breakout Sessions 6:45 p.m. – 7:15 p.m. ................................. Margaret Wang, SIC President
The Community Outreach Committee and Student Activity Council met for a short breakout session to discuss upcoming events.

VIII. Announcements 7:15 p.m. – 7:30 p.m. .................................................................Open Session
A. SIC Committee Goals ...............................................................Margaret Wang, SIC President
Ms. Wang, SIC President, requested that each SIC committee chair and representative to an external committee share their goals for this academic year. The goals were as follows:

The SIC President would like to meet with SGO presidents to determine how the SIC and SGOs can help each other. She would also like the SIC to start ad hoc committees in order to address issues important to our constituents.

The SIC Vice President, who chairs the Operations Committee, would like to go through the SIC bylaws with the intention of making any needed corrections and updating SIC officer descriptions.

The SIC Secretary, who chairs the Scholarship Committee, would like to increase publicity surrounding the SIC scholarships. As one of the two UTSSAC representatives, she would also like to promote UTHut Health at the state level through the actions of UTSSAC.
The SIC Treasurer, who chairs the Project Funding Committee, would like to increase awareness of SIC project funding available to UTHealth’s registered student organizations. She would also like to create a better feedback mechanism for students, possibly via the SIC website.

The SIC Historian, who chairs the Public Relations Committee, would like to update the look of the SIC Student Pulse newsletter.

The Student Activities Committee Co-Chairs shared their goals of making the SIC Sports Day a lasting event, setting a new attendance record for the Crawfish Boil, and increasing awareness of SIC throughout the six UTHealth schools.

The SIC Community Outreach Co-Chairs would like to find ways to bridge the gap between the UTHealth student community and the UT Police Department (UTPD). This could be accomplished through increased student involvement in National Night Out and the UTPD toy drive. In addition, the co-chairs suggested promoting interaction with UTPD members through promoting UTPD classes that are available to the community including Travel Safety, Hostile Intruder Awareness Class, Verbal Judo, and RAD (Rape Aggression Defense). In addition, the Co-Chairs would like to increase participation in the SICs Annual Turkey Drive and Toy Drive.

The Co-Chairs of the Selection Committee look forward to streamlining the selection process of UT Student Regent and Coordinating Board members.

The University Safety Council representative, Pratik Chaudhary, would like to conduct a survey among students that specifically addresses safety issues at UTHealth. This survey could possibly be conducted during the upcoming SIC Meet and Greet events.

The IPC Committee representative, Gina Duong, would like to increase student involvement in the Association of Students for Interprofessional Healthcare (ASIPH) and increase student feedback as UTHealth works to incorporate interprofessional education into each school’s curriculum.

The TMC Student Affairs Committee representative, Jackie Randle, would like to learn more about all TMC events that are open to students and to increase awareness of TMC events among SIC students.

The HOOP Review Committee representative, Robert Williams, will continue to update the SIC on policies reviewed during HOOP meetings.

B. **Housing and Bursar Issues**

According to Ms. Duong, multiple medical students have reached out to her regarding poor customer service at UT Housing and at the Bursar’s office. Complaints included that employees at UT Housing both in the office and at the security desk were rude to students, and that some students had been placed into difficult financial situations due to a lack of organization at the Bursar’s office. An example of this included that the Bursar lost track of money or did not send out financial aid checks in a timely manner. Ms. Duong would like to discuss these issues with all parties involved and come up with plans for improvement.

Mr. Solberg noted that there is a HOOP Policy 220 Student Complaints that addresses how students may file formal complaints about academic and non-academic complaints including complaints about central student services areas. Each complaint made is sent to the functional areas in question which would include review by the Vice President for Academic and Research Affairs. Students can access HOOP policies on the UTHealth website at www.uth.tmc.edu/hoop/index.htm. It was noted that there is a complaint form that must be filled out and directed to the correct functional area. Students may choose to file the complaint anonymously. If students feel that their complaint is not adequately addressed, Mr. Solberg noted that they could email him directly.

The SIC President expressed interest in starting an Ad Hoc committee to help better address these complaints and increase communication between UT Housing, the Bursar’s office, and UTHealth students. She proposed the committee identify and help create solutions for these offices, with SGOs and SIC’s help.
The SIC Vice President suggested that students go to their SGO meetings, poll SGO members or gather information about student experiences with UT Housing and the Bursar’s office.

Mr. Solberg suggested that SIC members start addressing these issues through their individual school’s student affairs office. He said that getting involved with student affairs would allow students to receive better guidance in addressing these issues and that the student affairs office could ultimately file a complaint to the university on behalf of the students.

A motion was made to create an ad hoc committee addressing the above issues. The motion was seconded and unanimously approved by SIC members. Ms. Duong volunteered to chair the ad hoc committee. Ms. Wang will solicit SIC members from each school, except the GSBS since they do not work closely with the bursar’s office. Mr. Solberg stated that he would be available to answer any questions the SIC Ad Hoc Committee may have since he is the SIC Liaison at the administrative level.

IX. Adjournment 7:30 p.m.

Motion was made and seconded to adjourn the meeting. Meeting was adjourned at 7:32.