I. SIG groups
   a. Funding Requests (All requests are below)—All request money will be taken out of the SIG groups allotted amount. Emails will be sent to Melanie and group leaders letting them know that everything is all set.
      i. ANDSIG
      ii. Kids with Medical Students
      iii. Yoga
      iv. Smile Docs
      v. PSIG
      vi. FMIG
   b. SIG scheduling rooms/events on the same day

II. Family day update
   a. Schedule (see below for more details)
   b. Lecture Series
      i. Confirmed
         1. Cornbrooks
         2. Jawarski
         3. Zehle
         4. Segal
         5. Cushman
         6. Student panel
   c. SIM
      i. 40 min sessions
      ii. 4 different rotations
   d. SP
      i. 12 open rooms
      ii. 20 min sessions
   e. Anatomy- models
      i. 20 min rotations
   f. Volunteers
      i. 20 volunteers at least
      ii. Volunteers by next Friday
   g. More publicity for event to student body – announcement will be made tomorrow to the class

III. Exec Board Update
   a. Advancement Committee and fitness committee were discussed at length
      i. Clarify appeals process
      ii. Add 10 tenants of professionalism
      iii. Make the bylaws accessible and show which individuals sit on the committee
   b. Wellness Committee
      i. Will be revamping their purpose and starting to put in place wellness events

IV. Graduation hooding
   a. Students are interested in having their family members
   b. Vanessa will look into this policy
V. Follow up from retreat
   a. Goals
      i. Increase transparency of student council and maintain changes made in the previous year
         1. Room reservations and calendar access
            a. Shravs Emily
      ii. Website design and formatting
          1. Meri
          2. Dan
          3. Ryan
      iii. Increase bonding across years
           1. Bryce
           2. Emily
      iv. Community involvement
          1. Vanessa
          2. Rebekah
FAMILY DAY OUTLINE

8:00 am – 8:45 am Registration / Coffee (this may turn into an informal greeting with the Deans if we cannot get IT in place)

8:45 am – 8:55 am Greeting/Opening Remarks from the Deans (streamed)
Med Ed 200
Carpenter
Davis Auditorium

Self-Guided Tour – you may pick from the following Concurrent Sessions:

9:00 am – 9:50 am Carpenter: Lecture
Med Ed 200: Lecture
Davis Auditorium: Lecture / Overview of VIC
HRSF???: Student Panel (limited to 40)

9:00 am – 9:20 am Pathology Lab Tour (space limited to 35): Room ??
Clinical Skills (space limited to 35): Room ??
Sim Lab (space limited to 35): Room ??

9:30 am – 9:50 am Pathology Lab Tour (space limited to 35): Room ??
Clinical Skills (space limited to 35): Room ??
Sim Lab (space limited to 35): Room ??

10:00 am – 10:50 am Carpenter: Lecture
Med Ed 200: Lecture
Davis Auditorium: Lecture / Overview of the VIC
HRSF???: Student Panel (limited to 40)

10:00 am – 10:20 am Pathology Lab Tour (space limited to 35): Room ??
Clinical Skills (space limited to 35): Room ??
Sim Lab (space limited to 35): Room ??

10:30 am – 10:50 am Pathology Lab Tour (space limited to 35): Room ??
Clinical Skills (space limited to 35): Room ??
Sim Lab (space limited to 35): Room ??

11:00 am – 11:50 am Carpenter: Lecture
Med Ed 200: Lecture
Davis Auditorium: Lecture / Overview of VIC
HRSF???: Student Panel (limited to 40)

11:00 am – 11:20 am Pathology Lab Tour (space limited to 35): Room ??
Clinical Skills (space limited to 35): Room ??
Sim Lab (space limited to 35): Room ??

11:30 am – 11:50 am Pathology Lab Tour (space limited to 35): Room ??
Clinical Skills (space limited to 35): Room ??
Sim Lab (space limited to 35): Room ??
**SIG Group**

**Funding Request**

**Smile Docs**

**Group Leaders:** Whitney Thomas, Emily Hadley Strout, Dan Stratz

**Faculty Advisor:** Sharon Mount

*Budgets cannot be funded without an advisor*

**Group Contact** *(Please try to have a group member attend the Class Council meeting to answer questions about requested funding)*

- **Name:** Whitney Thomas
- **Phone Number:** 802-558-4690
- **Given Box #:** 434

**Amount requested** $149.27

**Have you or do you plan to fundraise?**

We have nothing planned currently.

**Reason for Funding Request** *(Please be as specific as possible and include a description):*

We are requesting these supplies to update our lesson plan boxes for the Fall 2013 semester.

**Intended Use of Funds**

Please see attached order form displaying the items we purchased.

- Smile Docs Amazon.com order for supplies 9/19/2013
- **Total $149.27**
- **Amount requested** $33.61

**Have you or do you plan to fundraise?**

We have nothing planned currently.

**Reason for Funding Request** *(Please be as specific as possible and include a description):*

We are requesting these supplies to update our lesson plan boxes for the Fall 2013 semester.

**Intended Use of Funds**

Please see attached order form displaying the items we purchased.

- Smile Docs Amazon.com order for supplies 9/25/2013
- **Total $33.61**

**Med students with Kids**

**Group Leaders:** Gabriel (Eli) Morey

**Faculty Advisor:** Dr. Sharon Mount, Pathology

- **Email:** sharon.mount@vtmednet.org
- **Phone:** 802-847-3679

**Group Contact** *(Please try to have a group member attend the Class Council meeting to answer questions about requested funding)*

- **Name:** Gabriel (Eli) Morey
- **Phone Number:** 714-307-7035
- **Email:** Gabriel.Morey@uvm.edu
- **Given Box #:**

**Amount requested** *(Note: Please read the "Purchasing & Reimbursement" rules prior)*

$100

**Have you or do you plan to fundraise?**

No

**Reason for Funding Request** *(Please be as specific as possible and include a description):*
We hold parties twice a year for the children of medical students. It is a great way for medical student families to interact with one another. This funding request is for the Halloween party on Saturday, October 26. We usually have between 30-45 children and adults attend the party.

**Intended Use of Funds**

I can't give you an exact amount because I buy items at a variety of stores the week before the event. I wait until this time so that I know how many children and adults plan on coming and how many to buy materials for. I usually spend between $85-$100 on items for the party. Here's an idea of what I will be getting, but again, these prizes aren't exact. Once I buy the items, I combine the receipts and turn them in for a reimbursement from the school. I also know that we are unable to purchase candy. If this has changed, please let us know. (This is from Eli's wife, Sara.)

Craft items:
- Miniature Pumpkins
- Crayons
- Markers
- Stickers
- Pom Poms
- White paper bags
  - $25 - $30

Prizes: spider rings, pencils, any little halloweeny toy, candy, etc.
  - $20

Materials for activities and stations:
- Pillowcases (2) - $4
- Posterboard - $1
- Handkerchief or large piece of fabric for blindfold - $1
- ping-pong balls - $5
- Straws - $1
- Toilet Paper - $15
- Hoola Hoops or wood board for bean bag toss - $6
- Face paint - $7
- Balls for pumpkin toss $10

**GRAND TOTAL:** Around $100

This cost may be a little bit more or less, depending on the number of children at the party. But I believe this to be a pretty good estimate, though not exact.

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**ANDSIG**

**Group Leaders:** Cordelia Ross, Leah Fox, Alice Stoddart

**Faculty Advisor:** Stephen Contompasis, MD, and Jeremiah Dickerson, MD

*Budgets cannot be funded without an advisor*

**Group Contact** *(Please try to have a group member attend the Class Council meeting to answer questions about requested funding)*
- Name: Cordelia Ross
- Phone Number: 310-595-6569
- Given Box #: 359

**Amount requested** *(Note: Please read the “C:\Users\mrhuhotin\AppData\General Information\Budget Chartstring\Student Council\Purchasing and Reimbursements.pdf” rules prior)*

Have you or do you plan to fundraise? No.

**Reason for Funding Request** *(Please be as specific as possible and include a description):* We would like to provide lunch for attendees at our “Autism 101” lunch and lecture event on Wednesday, Oct. 16, an ANDSIG kickoff event for the 2013-2014 school year. This event will be sponsored by ANDSIG but open to the entire College of Medicine Community (it will be advertised on the Weekly Wire). At the event, Dr. Jeremiah Dickerson, MD (child and adolescent psychiatrist) will be giving a general overview on Autism Spectrum Disorders.

**Intended Use of Funds**

<table>
<thead>
<tr>
<th>Items Requested</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lunch from Sodexo for ~20 attendees</td>
<td>$150</td>
</tr>
</tbody>
</table>

**Family Medicine**

**Group Leaders:** Whitney Thomas, Anja Jokela, Emily Keller

**Faculty Advisor:** Martha Seagrave
**Budgets cannot be funded without an advisor**

**Group Contact** *(Please try to have a group member attend the Class Council meeting to answer questions about requested funding)*

- Name: Whitney Thomas
- Phone Number: 802-558-4690
- Given Box #: 434

**Amount requested** *(Note: Please read the “Purchasing & Reimbursement” rules prior)* $122.86

**Have you or do you plan to fundraise?** NO

**Reason for Funding Request** *(Please be as specific as possible and include a description):*

We had our annual FMIG picnic dinner at Oakledge Park last month, and over 50 people attended. The Vermont chapter of the Family Physician Ass’n plays a large part in funding our activities, and purchased the sandwiches for this event, along with renting the pavilion. We decided to purchase drinks and salad ingredients on our own as it would be cheaper to make salad than buy pre-made salad. Thus this funding would be to pay for salad ingredients and drinks purchased for the event.

**Intended Use of Funds**

<table>
<thead>
<tr>
<th>Items Requested</th>
<th>Amount Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lettuce, tomatoes, cucumbers, salad dressing, croutons, chips, water, juice</td>
<td>$122.86</td>
</tr>
</tbody>
</table>

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**PSIG**

**Group Leaders:** Reiko Sakai, Heather Gardiner, Sonam Kapadia, Katia Chavez

**Faculty Advisor:** Dr. Anne Guillot, Dr. Christa Zehle, and Dr. Molly Rideout

**Budgets cannot be funded without an advisor**

**Group Contact** *(Please try to have a group member attend the Class Council meeting to answer questions about requested funding)*

- Name: Reiko Sakai
- Phone Number: 802-477-3608
- Given Box #: 391

**Amount requested** *(Note: Please read the “Purchasing & Reimbursement” rules prior)* $100

**Have you or do you plan to fundraise?** Our main fundraising efforts are focused on the Big Change Roundup, which raises money for the VT Children’s hospital. We have not fundraised for the activities listed below.

**Reason for Funding Request** *(Please be as specific as possible and include a description):*

PSIG is requesting funding for two of its major fall projects. The first is a residency interview preparation panel with Dr. First, which is an evening event for 4th-year students, at which we would like to provide light refreshments. The second is PSIG Arts and Crafts on Baird 5. We had many successful art sessions last year, and are now in need of more art supplies. Finally, PSIG also holds monthly brown bag lunches (which consists of talks ranging from a residency info session to journal club discussions), and we would like to provide snacks since people are coming during the lunch hour.

**Intended Use of Funds**

*e.g. Arts and Crafts materials for AMWA’s Girls Science Day – face paint, popsicle sticks*

<table>
<thead>
<tr>
<th>Items Requested</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Light refreshments (fruit, cookies, juice, etc.) for Residency Interview Prep Panel for 4th-years</td>
<td>$30</td>
</tr>
<tr>
<td>Arts and Craft supplies for art sessions on Baird 5: stickers, wooden picture frames, glitter glue, etc.</td>
<td>$40</td>
</tr>
<tr>
<td>Snacks for Brown Bag lunches (apples, juices, crackers, etc.)</td>
<td>$30</td>
</tr>
</tbody>
</table>
**Yoga**

**Group Leaders:** Amanda O’Meara

**Faculty Advisor:** Magdalena Naylor, MD

**Group Contact** *(Please try to have a group member attend the Class Council meeting to answer questions about requested funding)*
- Name: Amanda O’Meara
- Phone Number: 802-735-5130
- Given Box #: 92

**Amount requested** *(Note: Please read the “Purchasing & Reimbursement” rules prior)*

$440

**Have you or do you plan to fundraise?**

Any budgetary shortfalls will be supplemented by donations from students.

**Reason for Funding Request** *(Please be as specific as possible and include a description):*

Given the nature of the stress level experienced by an average medical student, it is very important, we feel, to not only encourage medical students to excel academically, but to encourage the critical skill of taking care of oneself—both mentally AND physically! Sun Salute Yoga would therefore like to continue to offer introductory yoga classes for medical students at a nominal fee for students. As many are limited financially or due to time constrains to attend yoga classes outside of the College of Medicine, the opportunity to exercise weekly in both a self-reflective and focused way here at the College of Medicine should be available for students weekly as a mechanism to counterbalance the rigors of academic life.

Students consistently look forward to the 60 min weekly yoga classes, and values learned from our fabulous instructor from Yoga Vermont - Adena Harford, who charges $55 per class. In order, however, to fund paying for our certified instructors, we seek the help of the student council. We sincerely appreciate any help provided by the student council. Sun Salute yoga supplements the funds through requesting donations from students to cover the costs of the classes through the end of the semester.

**Intended Use of Funds**

The entirety of our budget will be used to pay for the certified yoga instructor, Adena Harford, to teach 8 classes from October 4 – December, 2013

<table>
<thead>
<tr>
<th><strong>Items Requested</strong></th>
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</tr>
</thead>
<tbody>
<tr>
<td>8 yoga classes from October to December 201</td>
<td>$440</td>
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</tbody>
</table>