

YEAR PLAN

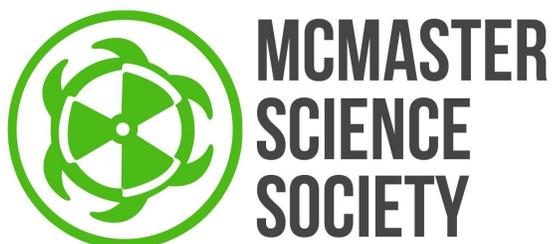
Second Year Rep

Angelina Lam

McMaster Science Society

2020-2021

(submitted *06/12/2020*)





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2020-2021 Year Plan

Letter from the Position

Hi MacSci! My name is Angelina Lam and I am going into my second year of Integrated Sciences. I am excited to be re-elected into a year rep position as the second year rep; I cannot wait to work on new initiatives as well as continuing those from last year. As the second year rep, I try to think, "what do second years want and how can I help make that happen"? My plan this year includes putting on academic, communications, and social initiatives that will hopefully help enhance students' second year experience in the Faculty of Science.

As second year students, many are still discovering the MSS, learning their way in a new specialization, or trying to gain relevant experience. Again from last year, I would like to make sure I connect with the second year audience and show them as many relevant opportunities as possible. From myself and from other initiatives, I want to be transparent with what I am working on or doing. I want to help second years gain experience whether it be updating the McMaster Science Opportunities Board with new posts or supporting the implementation of beneficial programming from the MSS. I am looking to bring more upper year advice to second year students as we move into a new chapter of our university experience.

MacSci is a huge faculty and even though second year students have had a year to adjust, it may still be difficult to get to know what's happening! The MSS is here for every one of you, second year or otherwise, and I hope you will find the support we provide to be invaluable. I hope that through my initiatives, I can assist and create MSS programming to help students find ways to support your year. Again, I hope I can be a voice for second years and to advocate for any and all concerns during this school year, so try new things, get involved, and don't be afraid to reach out!

Angelina Lam
McMaster Science Society Second Year Rep
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OBJECTIVES:

My year plan runs on 3 “pillars” - communications, mentorship, and experience.

Communications	
Description/ Current State	<p>As the second year rep, I want to reach and connect with the second year audience. I plan to put forward some new and existing initiatives to make this happen.</p> <ul style="list-style-type: none"> ● Letter to the second years: bimonthly letter in which <ul style="list-style-type: none"> ○ update the second year audience on news, MSS initiatives, what I have been working on ○ connect them to relevant opportunities ○ medium for more personal communication: I want to talk with my second year peers in a way that is meaningful ○ potentially attach surveys at the end ○ be posted on MacSci social media as screenshots ● Connect with faculty second year reps <ul style="list-style-type: none"> ○ listen to and understand their concerns ○ see how MSS can support these ○ benefits second years through connecting with specialization societies <ul style="list-style-type: none"> ■ chair semesterly meetings to listen to their feedback and needs ● Assistant photographer <ul style="list-style-type: none"> ○ assist MacSci photographers with photos as needed ○ (likely cancelled due to COVID)
Goal	<p>Improve direct communications and relations with second years in the Faculty of Science</p> <ul style="list-style-type: none"> ● A better relationship between year reps and the year they represent ● More awareness of what a year rep does for the general student body
Barriers to Success	<p>Challenges:</p> <ul style="list-style-type: none"> ● people are uninterested in reading newsletter (wordy) ● “biased” letter - from a single perspective, but that’s what also makes it personal(?)

	<ul style="list-style-type: none"> • second year reps difficult to meet with (many conflicting schedules) • must think of meeting themes that can promote discussion and connection
How?	<p>Plan:</p> <ul style="list-style-type: none"> • post direct screenshots to MacSci instagram so that people can read it <ul style="list-style-type: none"> ◦ gauge engagement through survey (potential giveaway) • Schedule second year meeting well in advance <ul style="list-style-type: none"> ◦ think of a meeting topic/discussion to send to people in advance so that this discussion will be more impactful when everyone meets
Long Term Implications	<p>Build relations between year reps and student base, facilitating further communication and a more “personal” approach in the future.</p> <p>Build relations between year reps and other societies’ year reps so that the MSS can better serve them.</p> <p>Further the communications present in a year rep position for future years.</p>
Partners	Nicole (president), Nathalie (VP comm), Ellen and Danial (year reps)

Mentorship and Experience	
Description/ Current State	<p>As second years, we have a better grasp at the university experience but still have a lot to learn from upper years and in terms of experience. My role here is to take that into consideration in the programming I am planning so that I can better help my year.</p> <ul style="list-style-type: none"> • Welcome to second year Q&A • McMaster Science Course Advice Forum (MSCAF) - work with Danial/webmaster + year reps to reform/update the MSCAF for students • Update McMaster Science Opportunity Board (MSOB) with relevant opportunities

	<ul style="list-style-type: none"> • Work with Academic Advocacy Coordinator for MacSci academic/second year concerns
Goal	<p>To help bring relevant experiences and mentorship to second years in MacSci</p> <ul style="list-style-type: none"> • Promote MSS programming and adding my own initiatives
Barriers to Success	<p>Challenges:</p> <ul style="list-style-type: none"> • People uninterested in a Q&A • MSCAF takes longer than needed <ul style="list-style-type: none"> ◦ passes deadline of being useful for 2020-2021 academic year and gets extended to the next year • many small goals need to be managed
How?	<p>Plan:</p> <ul style="list-style-type: none"> • create questions so that at least some helpful tips can be posted if no questions are asked • direct students to program societies (relevant) for support as well • push out the survey for the MSCAF with revised rating scheme ASAP <ul style="list-style-type: none"> ◦ because no matter when a course is rated, the rating can be used forever so might as well collect data as soon as possible with the correct rating scheme • communicate with year reps/vp's to keep in touch about initiatives and keep each other updated
Long Term Implications	<p>Helping second year students find good mentorship connections and opportunities to better prepare them for third year.</p> <p>Helping second years to become more comfortable in their specializations.</p> <p>Helping all students with opportunities (MSOB) and course advice (MSCAF)</p>
Partners	<p>Nicole (president), Nathalie (VP comm), Ellen and Danial (year reps), other execs and their initiatives, MSS exec+ mentors/sciclones for Q&A</p>

Description/ Current State	The year rep position is very broad and both provides freedom for a variety of initiatives but also a lack of substance in concrete to-do's. This year, along with other year reps, I want to re-evaluate the position's roles and responsibilities to provide more structure to future year reps.
Goal	Provide a more concrete year rep responsibility besides "represent your year."
Barriers to Success	Challenges: <ul style="list-style-type: none"> • Very broad position - assigning any concrete tasks must hold up to longevity of future reps/years • A bit difficult to assign a certain task to us <ul style="list-style-type: none"> ◦ so far we can assign MSCAF as a year rep duty
How?	Plan: <ul style="list-style-type: none"> • speak with other year reps to see what works/what doesn't • consult with MSS president for her experience in the position • try things out this year (in terms of potential roles, ideas, etc) and include what works in a future internal documents change • provide a more concrete plan by Term 2 (in terms of changing official documents, etc)
Long Term Implications	Future year reps will be able to better fulfil this position and responsibilities, enhancing the experience of their cohort. Future year reps feel more connected to their position due to a larger concrete responsibility MSS is more impactful with year reps given specific responsibilities
Partners	Nicole (president), Ellen and Danial (year reps), Sahil (VP Internal)

EVENTS & PROJECTS

Welcome to Second Year Q&A	
DATE	Early Sept/Oct (date TBD)
PURPOSE	Specializations/second year mentorship

PROCEDURE	<ol style="list-style-type: none"> 1. Contact comms/social media to request a takeover for a few hours 2. Request for MSS or upper-year sciclones/mentors to help answer questions 3. Formulate list of questions in case nobody asks 4. Request comms team make a promotion 5. Answer and post questions!
DIFFICULTIES	<p>Questions non-pertaining to 2nd year being asked Too general, nobody wants to ask questions</p>
PARTNERS	VP Comms, social media manager, MSS execs/sciclones/mentors
PROJECTED OUTREACH	Social media stories/2nd years
BUDGET	\$0

Big Year Reps Project	
DATE	TBD
PURPOSE	To create change for our collective years as the year reps - a community initiative or event
PROCEDURE	Brainstorm idea with year reps for a collective initiative that can benefit the community (other "large" projects for comparison: large event, solar panels initiative, eco initiatives, etc)
DIFFICULTIES	<p>Too general, no concrete ideas yet Must be something MSS can offer that program societies cannot</p>
PARTNERS	Year reps, relevant MacSci VP's
PROJECTED OUTREACH	To the MacSci community
BUDGET	Collective budgets approx \$700

GOALS TO STRIVE FOR

5 things that you wish to have prepared for the beginning of September:

1. Welcome to second year Q&A planning
2. MSCAF course evals survey out
3. MSOB continued to be maintained
4. Training

5. Formulate a better idea of a “year rep” project

5 things to be completed during the fall term (1st):

1. Welcome to second year Q&A
2. 2 Second year connections letters
3. MSOB continue to be maintained
4. Promote Leah’s COVID-work funding
5. Meet with second year reps on other societies

5 things to be completed during the winter term (2nd):

1. Provide more structure to year rep positions (restructuring)
2. Complete a “year reps” project
3. Establish a better communication relationship with second years with 2 more letters
4. MSOB continue to be maintained
5. Photograph an event

TIMELINE

Month	Objective/Project/Event/Goals
June	<ul style="list-style-type: none"> ● Finish Year plan ● MSS Training ● Reach out to Leah and keep in contact about her project ● Promote existing MSCAF
July	<ul style="list-style-type: none"> ● Promote existing MSCAF and ask for feedback (remake feedback form) ● Being to contact volunteers for Welcome to Second Year Q&A ● End of July: reach out to comms team
August	<ul style="list-style-type: none"> ● Welcome to second year Q&A promo ● Coordinate volunteers for Q&A ● Regroup to discuss year rep project/potentially settle on an idea

September	<ul style="list-style-type: none"> • Welcome to second year Q&A takeover • Release S1.1 Letter to second years • Meet with program second year reps at least once this semester
October	<ul style="list-style-type: none"> • Promote MSCAF again
November	<ul style="list-style-type: none"> • Release S1.2 Letter to second years
December	<ul style="list-style-type: none"> • "online" mobilitea - dependent on if Student Affairs runs the event
January	<ul style="list-style-type: none"> • Release S2.1 Letter to second years • Photograph an event this term if COVID-19 begins to end • Meet with program second year reps at least once this semester
February	<ul style="list-style-type: none"> • Year rep position restructuring talks (potential change in internal documents)
March	<ul style="list-style-type: none"> • Promote MSCAF
April	<ul style="list-style-type: none"> • Release S2.2 Letter to second years • mobilitea - contingent on Student Affairs portfolio • Have replanned year reps structure

Long term: maintain MSOB by approving posts along with Year Rep Team and VP External