

AHEC Meeting Minutes

Date: Wednesday, December 16, 2020, 7:00pm @Zoom

Attendees:

Adam

Allison

Amanda

Andrew

Haosheng

Katie

Kruthika

Minutes: Jacqueline

[Update] Outside meetings

- Activities: none
- GSC: none
- Sustainability: sent in Slack; mostly discussed topics affecting MIT admin overall
 - Planning a sustainability challenge event; AHEC could advertise
- HCA: transportation subcommittee working on proposed MBTA cuts to service so that lines will still be as-is but frequency will be decreased, will go in effect in the summer
 - Discussed MIT climate action plan and need to reach out to dorms about it
 - Boston city is closing gyms up again, but there's been exceptions for single-occupancy private training which could include dorm gyms
 - General feeling amongst grad students on [Site 4 affordability](#)

[Update] Next steps in opening aerobics and weight room

- Staff has cleaned both rooms, installed clocks, left disinfecting wipes and Lysol spray
- Both rooms will be cleaned daily between 1 and 2 PM
- Staff will go on vacation 12/24 and 1/1 so there won't be any cleaning those days
- Plan to open gym after break
- Amanda to
 - send David the updated gym guidelines
 - send an email to residents about gym potentially opening depending on case numbers
 - turn over reservation system to athletic officer
 - let Denise know plan to open gym after break

[Update] Website and email timing issues

- Still waiting on reply from Oliver, may need to hire people to help with email list
- Haosheng dealt with person who wanted to unsubscribe from mailing list

[Update] Ashdown Winter Festival debrief

- Went well, got about 50% turnout (24 people over course of event out of 44 signups)
 - Attendance typical with past events (this year's Halloween, last year's study break), especially for timing of event
- Should event planning moving forward be joint committee efforts or committees running their own events?
 - Less confusion and apathy with more people brought together
 - Typically expect lower turnout than signup, so having more events encouraged more attendance
- Out of all activities, games seemed most popular
 - Officers in charge of games came together to play
- People really seemed to like the crafts
 - Crafting tea lights & pomanders were easier to do on a call (than pumpkin carving); easy enough to do for multitasking
- Moving forward should put more attention to
 - More lead time
 - More activities/organization
 - Food assembly and delivery
 - Should also notify people upon delivery (knock on door, email) – some people's got stolen after delivery
 - Appoint point people for each activity earlier on and make their duties clear
- Gather.town as platform worked well, very customizable
- One way to encourage attendance in video sessions – provide food as reimbursements, but only reimburse for people who attend
 - Kru would handle reimbursements
 - Could give candy for February and reimburse for meal up to a certain amount
- Time or week to target for a second event like this?
 - 2nd week of February event, 2nd week of January for planning
 - Event could also be used to advertise for AHEC elections
 - Amanda to make when2meet for planning meeting in mid-January
- Should get feedback from officers and residents who took part
 - Andrew to draft survey
- Need to submit to OGE for funding – John and Amanda have screenshots
 - Kru to reach out to Amogh about OGE report

[Update] 3AM newsletter

- Comms hasn't gotten to meet yet
- AHEC could potentially provide screenshots from Festival

[Update] Suggestion box

- None

[Discussion] Fall Officer hiring/officer performance

- Clarify need for officers to volunteer for event logistics where able, despite committee

- Default to email over Slack for connecting applicants to committees of interest; higher chance that meeting slots on DoodlePolls would be seen (Slack not as widely used) but email less efficient for dynamic problems like meeting planning
 - For slots, start by surveying AHEC and committees to figure out what times to present as options
 - Don't need AHEC + committee chairs present at every slot, could defer questions to after interview, especially since most committees aren't doing their typical committee work
 - Interviews could also be 15 min rather than 30
- Try to gauge interest first, then can send out meeting planning details
 - Could leave planning details to each committee
 - Haosheng to send out application
- Haosheng still checking on how officers are doing in their committees, question is mostly Brunch and Coffee Hour
 - Consider asking Brunch & Coffee Hour officers if they'd like to switch to Events as that's more pressing right now
 - Have seen low response among officers lately, could take no response as no longer wanting to be an officer

[Update] Common spaces

- Noticed people playing pool in Thirsty Ear even though common spaces are closed
 - Might've been employees if they were wearing black & green shirts as staff is stationed in Thirsty Ear as hub
 - Sends a strange message if residents can't use these spaces
 - Having official meetings in Hulsizer Room may be more appropriate if okayed by Denise and the Institute
- Common space email wasn't about officers organizing supplies, lounges used as staging areas for lighting, but people were using them for studying and told compliance staff they were a pod when asked (though Ashdown doesn't have pods)
- Will have lots of people moving in and out over the next few weeks, should regularly send updates on guest policy and other things to keep in mind
- Adam and Amanda to follow-up with Naomi

[Update] Next meeting

- Does AHEC take winter break off?
 - Traditionally take off week of Dec 25th through New Year's
 - This year, would mean next meeting is Jan 5th, 2021

Happy holidays :)

Presided by: Amanda
Meeting adjourned