

## Meeting Summary for OUGD-WG Meeting

Feb 03, 2025 09:59 AM Eastern Time (US and Canada) ID: 845 0165 5374

### Quick recap

The meeting focused on planning upcoming events for the guidance dialogues committee, discussing format, language considerations, and potential topics. The team debated whether to maintain separate English and French events or combine them, and considered including presentations on equity, diversity, and inclusion. They also discussed logistical details such as event structure, timing, and registration, while agreeing to continue with virtual events for now.

### Next steps

Jessica to present the proposed event format to the SCSR on Monday.

Danielle to reach out to the EDI committee for potential presentation topics and speakers.

Jessica to send an email to universities with spring event information after SCSR discussion.

Catherine to provide Jessica with an email template from last year for university communication.

Catherine to attempt to give Jessica access to the shared Gmail account for Guidance Dialogues.

Catherine to send Jessica and Danielle a link to last year's event polls.

Jessica to review the critical path and send any questions or changes to Catherine by the end of the week.

Catherine to send out save-the-dates for the event next week.

Jessica and Danielle to consider whether to do a post-event survey, polls during the event, or both.

Catherine to cancel June and July meeting invitations.

### Summary

#### Guidance Dialogues Committee Event Planning

In the meeting, Jessica and OUAC discussed the upcoming events for the guidance dialogues committee. They considered the feedback from the previous year's event, including the preference for separate English and French events, the high cost of translation services, and the mixed feelings about the virtual format. They also discussed the potential for inviting more participants, including those from remote areas. The decision to continue with virtual events was made, but the possibility of revisiting this decision was left open. The team also discussed the possibility of inviting Appsip to the panel.

#### Bilingual vs Separate English French Events

The discussion revolved around the preference for bilingual or separate English and French events. Jessica suggested that the style of the presentation should determine the language, but Danielle

pointed out that the topic should be the same for both audiences. They also discussed the mandate of the event, which is to serve the Ontario province. Jessica agreed that the event should focus on Ontario and not be tailored to Quebec applicants. The possibility of out-of-province guidance counselors joining the session was also mentioned.

### Spring Event Planning and Format

The meeting focused on planning for the upcoming spring event. The team discussed the possibility of keeping the current format, which includes a presentation in the spring and a panel in the fall, or potentially switching to a panel format for both events. There was also a suggestion to include breakout sessions in the spring event to allow for more direct interaction between guidance counselors and universities. The team also considered the value of the presentations, with some members questioning whether they were still relevant. The decision on the event format and schedule was left to the working group to determine, with the expectation that a decision would be made during the meeting.

### Equity, Diversity, and Inclusion Discussion

Jessica, Danielle, and OUAC discussed potential topics for a presentation, with a focus on equity, diversity, and inclusion. They considered inviting a speaker from the Equity Diversity and Inclusion Committee and the possibility of having breakout spaces for universities. Jessica suggested reaching out to the SCFR for guidance and direction. OUAC proposed setting up a survey monkey for an e-vote if a decision needs to be made, and offered to help with the process. The next steps include bringing the topic to the SCFR on Monday and possibly conducting an e-vote.

### Panel Event Planning and Breakouts

Jessica and OUAC discussed the planning of a panel event for the fall, which would include a presentation and breakout sessions. They agreed on a time frame of 9:30 to 11:30, with the presentation lasting around 45 minutes and breakout sessions lasting around 30 to 40 minutes. The decision on the presentation topic was left open, with Jessica suggesting the possibility of using the Edi committee. They also discussed the need for a combined English and French event, considering the potential challenges of separate events. Jessica agreed to present these plans to the Csr on Monday.

### Edi Group Presentation and Language

Jessica proposed reaching out to the Edi group to gauge their interest in a presentation and to discuss potential topics. She suggested that if the Edi group is unavailable or uninterested, Ouko could be the next option. Jessica also mentioned the possibility of offering part of the event in both English and French, with Danielle volunteering to present in French. Jessica clarified that any updates would be scripted in English and translated into French by Catherine. The team agreed to

provide notes in advance if possible and to inform guidance counselors about the bilingual nature of the event.

### University Event Structure and QA Session

Jessica, Danielle, and OUAC discussed the structure of an upcoming event involving universities. They decided that universities should be present for the entire event, including the QA session, to better facilitate university-specific questions. The QA session would run from 10:30 to 11:00, followed by breakout sessions from 11:00 to 11:30. The presentation would take place from 9:30 to 10:00, with a 10-minute break in between. The team agreed to allocate half an hour for the presentation, considering both English and French language presentations.

### Event Hosting, Timelines, and Updates

The meeting involved discussions about hosting responsibilities, timelines, and updates for various events. Jessica and Danielle confirmed their roles in hosting and data collection, respectively. The decision was made to open registration for the event on April 2nd, with a short registration window. The possibility of conducting polls during the event was left open for further consideration. Jessica agreed to send an email to universities with event information, potentially including a vote on the event format. The team also discussed the possibility of conducting a post-event survey.

### Upcoming Event Planning and Coordination

Jessica and OUAC discussed the upcoming event, with Jessica expressing her willingness to make it work despite some differences from previous years. OUAC offered to provide an email template from last year and mentioned a separate Gmail account that Amanda monitored. Jessica suggested she could provide access to her personal Gmail account if needed. OUAC mentioned that the event planning group was larger than previous years and that Jessica and OUAC would be shouldering a significant part of the planning and coordination. They agreed to halt meetings in June and July and OUAC offered to send cancellation translations. The next meeting was scheduled for February 25th.

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