

Meeting Summary for OUGD-WG Meeting

Mar 25, 2025 10:00 AM Eastern Time (US and Canada) ID: 849 2321 0370

Quick recap

The meeting covered various aspects of an upcoming event, including logistics, planning, and potential challenges. Discussions included speaker confirmations, hosting options, and the need to address technical limitations for accommodating a large audience. The team also reviewed poll and survey questions, discussed data collection strategies, and addressed registration and communication plans for the event.

Next steps

Jessica to forward the meeting invite to Jennifer.

Jessica to ask at the SCSR meeting on April 7th if any other universities are able to host the event.

OUAC to investigate increasing their Zoom license capacity if no other university can host.

Jessica to potentially reach out to Laurentian University as a last resort to use their Zoom license.

OUAC to finalize and post the Resource Guide on the website later this week.

OUAC to finalize the event website ahead of registration launch on April 2nd.

OUAC to send out registration opening information this week for next week's newsletters.

Jessica to present the selected poll questions at the SCSR and GCSR meetings for feedback.

OUAC to work on reminder emails and post-event emails for guidance counselors and universities.

OUAC to coordinate with Acadia to ensure correct text in their system.

OUAC to review contingency wording for various scenarios.

OUAC to follow up with UCA regarding any additional poll questions they may want to submit.

Summary

Event Planning and Speaker Confirmation

In the meeting, Jessica expressed her intention to log off due to illness, but agreed to attend the meeting. She mentioned that Jennifer, who was unavailable, would likely attend the next meeting. Jessica also confirmed that she would forward the meeting invite to Jennifer. The team discussed the progress of the event's speaking notes, which were either received or out for translation. They also discussed the upcoming event, with the speaker confirmed, but the host was yet to be decided. Jessica offered to host the event on Teams if no other university could, but the team was unsure about the community's comfort level and technological ability to attend a Teams event.

Zoom License Capacity and Event Hosting

Jessica, Iliana, and OUAC discussed the challenges of hosting a large event due to the reduced capacity of their Zoom license. Jessica suggested reaching out to Laurentian directly to see if they could use their license for the event. She also proposed reaching out to Tmu to see if they could host the event. OUAC confirmed that the OUAC would cover the cost of increasing their Zoom license to accommodate the event. Jessica also mentioned the possibility of increasing the budget for Zoom licenses in the future.

Resource Discussion and Data Collection

Jessica and OUAC discussed the potential use of a resource for their project, with Jessica expressing optimism but also caution. They also discussed the finalization of a resource guide and the launch of an event website. Jessica mentioned a meeting with the Dcsc, where they would discuss key messaging around data collection. Jessica also raised the topic of data collection from guidance counselors, expressing uncertainty about the purpose and impact of this data.

Event Poll and Survey Review

In the meeting, OUAC, Jessica, and Iliana discussed the upcoming event's poll and survey questions. Jessica will review the poll questions planned for the Scsr meeting, and any suggestions or feedback can be provided at the April Scsr and Gcsr meetings. The poll responses will be shared at the Scsr and Gcsr meetings. Jessica also suggested asking the DC group if anyone has a Zoom platform for the event. The survey questions were reviewed and found to be satisfactory. The critical path for the event was also discussed.

OUAC Prepares for Registration Launch

Jessica and OUAC discussed the upcoming registration launch for the event. OUAC outlined her tasks, including finalizing text for reminder and post-event emails, coordinating with Acadia, and preparing contingency wording for potential issues. Jessica agreed with the plan. OUAC also mentioned the inclusion of a French presenter and the opportunity for UCA to submit poll questions.

Rescheduling Meeting and Polls Discussion

In the meeting, Jessica, Iliana, and OUAC discussed rescheduling a meeting to April 8th due to Iliana's availability. Jessica agreed to be flexible with the date. They also discussed the possibility of adding polls to an event, with Jessica willing to adjust the number of polls based on the number submitted. OUAC mentioned that Appsip will participate in a breakout session and that they have provided the necessary information. Jessica also mentioned that she had organized the inbox for easier access. The team agreed to rest and feel better, with Jessica offering to attend a meeting if Iliana is not feeling well.

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