







IMSA Kick Off Meeting

UC Berkeley

SCHOOL OF INFORMATION

Meeting Agenda

1. Welcome 
2. Objectives 
3. Roles and Responsibility 
4. Goals for IMSA 22' 
5. Current Projects 
6. Brainstorm Sesh 

IMSA Objective

1. IMSA advocates student interests to staff and faculty
2. IMSA represents the School of Information in the greater university and professional communities
3. IMSA unites the School of Information community, and supports the social, academic, and professional lives of I School students
4. The work IMSA does is absolutely critical to student life and wellbeing for both current and future students.
5. IMSA ensures students have a space to express themselves and that their concerns are communicated to the Students Affairs team
6. IMSA helps I School stay up to date with the current needs of students and provide events accordingly.

Roles & Responsibility

Who are these people?

What am I in charge of?

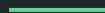
What to expect?

How do I communicate effectively?

What do I need to do?

How do I get started?

Who do I go to when I'm stressed ><



Current Board

President - Jackie

VP of Finance - ???

VP of Academic Affairs - Jade

Co-Directors of Social Affairs: Nailah & Claire

Co-Directors of Recruitment: Merry & Joy

Director of Career and Alumni Relations: Eunyoung

* This is a very cute pic of all of us, if you can't see it, idk what CAN you see, a grey box?

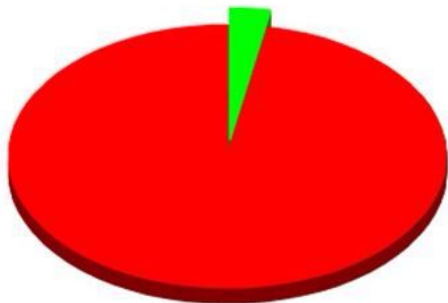
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Tips for Building a Healthy Relationship

1. What makes a healthy **relationship**? ...
2. Tell your partner what you need, don't **make** them guess. ...
3. **Take** note of your partner's nonverbal cues. ...
4. Be a **good** listener. ...
5. Recognize what's important to your partner. ...
6. Don't **make** "winning" your goal. ...
7. Learn how to respectfully resolve conflict.

 Feedback

What my Relationships are Built On



-  Mutual Respect, Trust, and Understanding
-  Insult-based Humor

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Relationship Maintenance Tips for Healthy Couples

- Tip #1: Aim to make your partner feel good about themselves. ...
- Tip #2: Do things together that you genuinely enjoy. ...
- Tip #3: Have a healthy competition around who can say "yes" more. ...
- Tip #4: Communicate your love physically. ...
- Tip #5: Validate each other. ...
- Tip #6: Stay interesting.

[sychcentral.com](#) > [blog](#) > [7-relationship-maintenance-t...](#) ▼

Relationship Maintenance Tips for Healthy Couples

10 Relationship Tips That Couples Often Forget

- Communication is Vital. ...
- Never Take Each Other for Granted. ...
- Respect Each Other's Alone Time. ...
- Don't "Let Yourself Go" ...
- Share Some Hobbies, and Have Solo Pursuits as Well. ...
- Admit When You're Wrong (or When They're Right) ...
- Have Faith In Your Partner. ...
- Leave the Past In the Past.

[More items...](#) • Oct 22, 2020[www.lifehack.org](#) > [articles](#) > [communication](#) > [relation...](#) ▼

10 Relationship Tips That Couples Often Forget - Lifehack

Start Thinking "We" Instead Of "I"

- **Plan ahead!!** Take care of your deadlines,
your goals, your health
- Please **be respectful** for each other's
time/works/energy; and **show support**
whenever you can!
- We are not shooting for the stars, **we go**
slow and steady and effective!

You Must Communicate!

How we communicate:

- Turn on your slack channel notification 🔔
- For announcement and action-requests, please @here, we expect everyone to **either reply or react to these types of messages**
- If you need supports/documents/check-ins from any specific ppl or team members, **@that persona, and try to be responsive!**
- *What to do when your colleagues don't do the work you asked them to do?*
- *If you only ask them once, then it's your fault; if you said it 5 times, then it's their fault.*



What you can expect from me.

- Logistic Planning + Nudger
- Finding opportunities that works for your project goals, tell me what you need (Resources, set up meetings, company reach out, surveys, etc.)
- Be there for all the year long events planning
- Conflicts, workload balancing, come talk to me!
- Give you unconditional emotional support ❤️

Big Event In Charge: Info Camp

HouseKeeping 🏠



VP of Academic Affairs - Jade

- Responsible for liaising between the faculty and students to ensure satisfaction in the academic sphere.
- Collect student input in regard to course schedules and work with staff to make adjustments accordingly in the short- and long-term.
- **Big Event In Charge:** Leading I-Teach, study groups targeting specific focus areas. (+ Brainstorm Sesh 🛒)

Co-Directors of Social Affairs: Nailah & Claire

- Ensuring that students don't forget that there is life outside academics. (THE FUN TEAM)
- IMSA's social chairs host events to celebrate festivals from around the world. They are most known for being the lead organizers of the end-of-semester parties.
- Plan social events in MIMS
- **Big Event In Charge:** Plan the end of semester parties and retreats. (+ Brainstorm Sesh 🛒)

Co-Directors of Recruitment: Merry & Joy

- Working with **the Ischool admissions team & Student Affairs**
- LinkedIn connections, organize student informative panels.
- Foster future and admitted students relations.
- **Big Event In Charge:** New Students Welcome Party

Director of Career and Alumni Relations: Eunyoung

- Coordinating events to promote continued alumni engagement while also representing current student interests and introducing career opportunities to the I School community.
- Build on the career alumni relations
- Social hour with alumni
- Casual networking event, panel, debates, etc. (+ Brainstorm Sesh 🛒)

Our goal this year



*me as a potato

What's on our plates!

- Build up a clear **logistic, Infrastructure and info hub**, for current and future use
- Keep all **information updated** and running
- Showcase a better/**professional image** for public (social media, website, etc.)
- Bring Ischool people together and have lots of fun!
- **Don't overwork ourselves!**

For big events and weekly occurrence event:

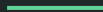
- Director in charge of the proposal and logistic
- Build committee members within and out of IMSA, depends on how many helps you need!

Main Event throughout the year:

1. Infocamp : in the fall
2. 2 End of Semester Retreats
3. New Students Welcome Party

Current Projects

Let's get to work!





for November (till 11.30th)

1. Elect a **VP of Finance** @Jackie
2. Building the **team drive, logistic, and constitution plan** @Jackie
3. Going over the **IMSA email inbox** @Jackie
4. Elect **student representative** from each academic focus (**UX, PM, DS**) @Jade
5. Update **IMSA Website**: <https://imsaberkeley.org/> @Merry & Joy
6. Take over the admin for **IMSA Social media** account @Nailah & Claire
 - a. Instagram - https://www.instagram.com/imsa_berkeley/
 - b. Twitter - <https://twitter.com/imsaberkeley>
7. Weekly **MIMS Academic events** @ Eunyoung

BrainStorm Sesh

How many BS (Imao) ideas are in our cart  ?

What's in our cart !

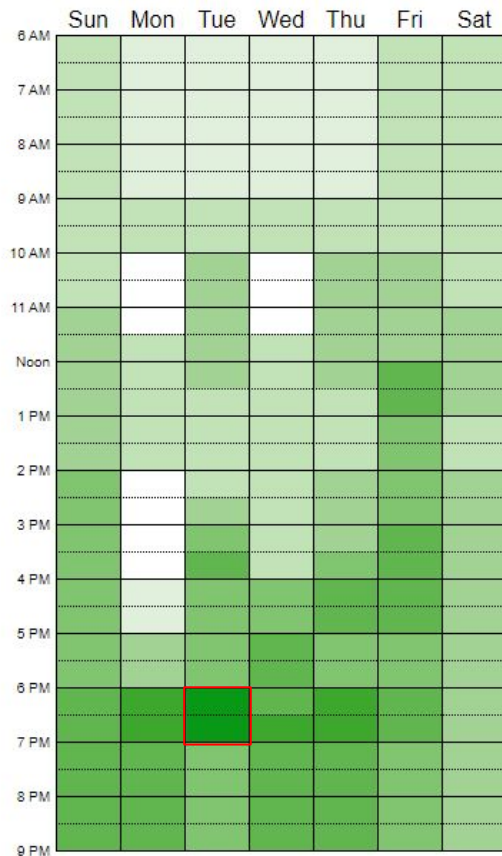
1. Leading I-Teach. @Jade
2. Casual networking event, panel, debates, etc. @ Eunyoung
3. Plan the end of semester parties and retreats. @Nailah & Claire

When? What? How?

Group's Availability

0/7 Available 7/7 Available

Mouseover the Calendar to See Who Is Available



Here's what you can expect for Fall Semester:

1. Weekly Meeting @ Tues 6pm - 7pm, PST;
We gonna keep it short and SWEET 🍫
2. Meeting Agenda sent out by ME on
Tuesday, feel free to propose/add topics to
the agenda 🛒
3. Getting to know your role and partners!
4. Keeping track on your projects and think
about ideas!

Format:

1. Bring in more people to help!
2. Events need to be more topic focused.

Try:

1. Mental health session
2. Class venting session, Weekly check-ins
3. Career help session
4. Student tutoring session
5. Badges collecting idea?
6. Projects based events