Women in Computing Science (WiCS)
June 2023 General Meeting

Date: June 26th, 2023	**Facilitators**: Harpreet Dubb, Denise Siu
Location: Zoom	**Meeting Minutes**: Rachel Seong

Meeting STARTED at 7:36 PM

ATTENDEES

EXECUTIVES

Harpreet	Denise	Kimia	Rachel
Gahee	Ayana	Kaitlynn	Archita
Sophia	Mantaj	Jasmine	

MEMBERS

Shatavisha			

MEETING AGENDA

EXECUTIVE UPDATES

1. **Secretary - RACHEL**
   a. Meeting minutes uploaded
   b. Added ML workshop promo to the website

2. **Treasurer - MABEL**
   a. Reimbursed Denise for the snacks for the first in-person meeting

3. **Communications Coordinator - MANTAJ**
   a. Collab event with Women in Math
      i. Beginning of Fall term
         1. A lot of events going on at the time; suggest moving to Nov

        ii.   Will schedule a meeting with them to discuss event ideas

        iii.   Will send out solo promo emails for mentor lunch & ML workshop

4. **Event Coordinator - AYANA & SOPHIA**
   a. Movie Night
      i. 50-60% sign-ups showed up; 11 attendees
      ii. Went well! No technical issues :)
   b. WiCS x WiE social
      i. Planning meeting on Thursday

5. **Technical Coordinator - KATIE & ARCHITA**
   a. ML workshop
      i. Katie will book a CSIL room
      ii. Katie cannot attend; Mantaj will help host the event
   b. Resume workshop
      i. Sometime between end of July - beginning of August
      ii. WiCS has a discord channel for resume reviews; could use this!

6. **Grad Coordinator - KIMIA**
   a. Burnaby Mentor lunch
      i. With Professor Saba
      ii. Location: Biercraft, Cornerstone
      iii. Date: July 11th 12:00-1:00PM
      iv. Application deadline: July 5th 11:59PM
      v. Shared signup link on Discord
   b. Industry panel session
      i. Planning ongoing
      ii. Date: End of July
      iii. Plan B: Coffee Date

7. **Mentorship Program Coordinator - KAITLYNN**
   a. Created new mail list for mentorship program
   b. Created event timeline (on WiCS calendar)
      i. Week of July 23: mentor applications released
      ii. Week of Aug 20: mentee sign ups released
      iii. Aug 26: mentor applications close
      iv. Aug 23 & 30: mentor interviews
      v. Sept 9: mentee sign ups close
      vi. Sept 15: mentee confirmation
      vii. Sept 16: groups created and released

viii. Late sept: welcome bash

8. **Social Media Coordinators - GAHEE & JASMINE**
   a. Working on new WiCS logo for Discord
   b. Will post promos for:
      i. ML workshop
      ii. Burnaby Mentor Lunch
      iii. GHC/CAN-CWIC grants (repost)
   c. Discussing WiE x WiCS social promo with WiE marketers

UPCOMING EVENTS & INITIATIVES

Date	Event
Deadline: June 30th	GHC & CAN-CWiC Grants
July 5	ML with PyTorch
July 11	Mentor Lunch with Prof Saba

DISCUSSIONS

1. Try/CATCH 2023
   a. Led by Kaitlynn and Archita
   b. 5 attendees in the planning meeting
      i. Need more people!
      ii. Reach out to general event volunteer on Discord
         1. Just make sure they are signing up for the planning team (not just day of)

2. WiE x WiCS Social
   a. Date: TBD (likely on a Thursday)
   b. Need to rebook a room for finalized date

3. Summer Mentor Lunch
   a. See exec updates - grad coordinator

4. CS GHC and CAN-CWiC Grants
   a. Application deadline: June 30th 11:59PM
   b. 8 applications for GHC; 6 for CAN-CWiC
   c. Decision team: Kaitlynn, sumo, Shatavisha

5. FROSH Planning
    a. Event ideas?
        i. One social
        ii. One technical event
        iii. WiCS info session
    b. Keep in mind that CSSS' event is between Sep 11-17; shouldn't overlap with theirs

6. Merch
    a. Will order merch by mid-July

7. CS Funding
    a. Received $3000 <- half of what was requested
        i. Currently do not have funding for Try/Catch
    b. Will contact CS Manager if you could get more funding

MOTIONS

1. Kimia motions for $150 for mentor lunch
    a. Shatavisha seconds; motion passed
2. Archita motions for $50 for snacks for ML workshop
    a. Mantaj seconds; motion passed

OPEN FLOOR

1.

ACTION ITEMS

RACHEL	- Upload minutes - Continue to update site
MABEL	- Add movie night costs on finance report - Coordinate with Nataliia (CS manager; cs_manager@sfu.ca) to get CS funding - Allocate cs funding with the approved amount ($3000)
MANTAJ	- Send out Mentor Lunch (July 2), Technical workshop (July 4) individual email - Newsletter - Mentor Lunch - Technical workshop

	● Coordinate meeting with Women in Math (+ social and technical coordinators)
AYANA & SOPHIA	● Lead WiE x WiCS Summer Social ● Brainstorm FROSH ideas
KATIE & ARCHITA	● Get ready for ML workshop ● Brainstorm FROSH ideas
KIMIA	● Select participants and reach out for mentor lunch ● Sort out panel details
KAITLYNN	● Continue working on program
GAHEE & JASMINE	● Post GHC + CAN-CWIC reminder ● Post mentor lunch + reminders ● Post technical workshop + reminders ● WiCS x WiE social posters
EVERYONE	● Think of exec social ideas!!!! (late aug)

Meeting ADJOURNED at 8:12 PM