



Women in Computing Science Sept 2023 General Meeting

Date: September 7th, 2023	Facilitators: Harpreet Dubb, Denise Siu
Location: Discord	Meeting Minutes: Rachel Seong

Meeting STARTED at 8:01PM

ATTENDEES

EXECUTIVES

Denise	Harpreet	Kaitlynn	Gahee
Rachel	Mabel	Mantaj	Sophia
Kimia	Jasmine	Katie	

MEMBERS

Grace	Emily	Joyce	Han
Samira	Jacquelin	Mara	

MEETING AGENDA

WELCOME!

EXECUTIVE UPDATES

1. Secretary - RACHEL
 - a. Welcome Day info & Club's Day info added to the website
 - b. Meeting minutes uploaded
2. Treasurer - MABEL
 - a. Financial info is up to date
3. Communications Coordinator - MANTAJ
 - a. CS 50th anniversary event
 - i. Date: Sat, Sep 23rd

- ii. Katie will give out free tickets to people helping out!
- iii. Will give out WiCS buttons to the WiCS alumni
- b. Newsletter will go out tonight

4. Event Coordinator - AYANA & SOPHIA

- a. WiCS FROSH lunch + icebreaker event
 - i. Date: Sep 15th Friday
 - ii. Lunch menu: sushi!
- b. Ice skating event
 - i. Sometime in October
- c. WICS info session
 - i. Date: Sep 14th Thursday 10am-12pm
 - ii. Location: TASC 9403?

5. Technical Coordinator - KATIE & ARCHITA

- a. Cybersecurity workshop
 - i. Contacting people who are interested in hosting the workshop
 - ii. Will give more updates next week
- b. UBC WiCS welcome event
 - i. Date: Sep 18th 5-7pm
 - ii. Will have keynote speaker from "Rewriting the code"
 - 1. Group passionate about empowering women in tech/early career
 - iii. Katie will stay in contact with UBC; Kaitlynn will attend as one of the WiCS reps
 - iv. WiCS members are invited!
 - v. RSVP deadline: Sep 8th

6. Grad Coordinator - KIMIA

- a. Joint grad social w/ UBC WiCS
 - i. Reached out to them on Discord; no response yet
- b. Considering a grad social collab with one of the following:
 - i. WiE, Women in Math, Women in Clean Tech, Women in Business, or Women in STEM

7. Mentorship Program Coordinator - KAITLYNN

- a. Received more mentor applications
 - i. Some from second years; have put them on the waitlist
- b. Mentee signups
 - i. 28 signups so far
 - ii. Will extend deadline to Sep 16th
 - 1. will make announcement about this
- c. Mentorship program welcome event
 - i. Sometime in October
 - 1. Postponed due to the application deadline extension

8. Social Media Coordinators - GAHEE & JASMINE

- a. Up-to-date with the social media posts
- b. Will make a post about Club's Day, mentee application deadline extension

☀️ UPCOMING EVENTS

Date	Event
September 13, 14	Clubs Day
September 15th	Icebreaker + Welcome Lunch
September 16th	Mentee application Deadline
September 20th	Hoodie pre-order deadline

☀️ DISCUSSIONS

1. Welcome Day
 - a. 5 min presentation; went well!
2. Clubs Day
 - a. Date & Time: Sep 13-14 11am-2pm
 - b. Location: Convocation Mall (outside library)
 - c. Table 104 on Wed; Table 28 on Thurs
 - d. Will give out buttons, keychains, snacks, stickers, etc!
 - i. For clubs day volunteers - Supplies will be under the sofa in the WiCS Common Room
 - e. If you're available, please sign up to be present at the WiCS Table!
3. FROSH Week updates
 - a. See exec updates - event coordinators
4. Try/CATCH 2023
 - a. Date: Oct 14th
 - b. Received more sponsorships!
 - c. Will order merch soon
 - d. Have enough volunteers
 - e. Registration will be sent out next week; help get the word out 😊
5. Hoodies + Swag
 - a. Hoodies!
 - i. 8 hoodies sold so far
 - ii. Pre-order by Sep 20th
 - b. Stickers
 - i. Designs by Mabel!!

ii. Will have sticker designs done by the end of next week for voting

6. Drive Refactor

- a. For better organization
- b. In progress!

7. FAS meetings

- a. Monthly meetings
- b. If any exec is interested in going regularly, sign up on doodle in the exec Discord channel!
- c. Will have catering + coffee!

8. CS Common Space courtyard

- a. Gathering suggestions on what we would want to plant in the courtyard!

 MOTIONS

- 1. Motion for \$7.15 for Common Room photos
 - a. Motioned by Denise; Seconded by Mabel
 - b. Motion: passed

 OPEN FLOOR

- 1. CSSS & WiCS Common Room grand opening
 - a. Date & Time: Sep 8th 2pm-5pm
 - b. Location: the room past sliding doors!
 - c. Ribbon cutting + free pizza!
- 2. Come for your exec photos at the ASB entrance tomorrow! (if you haven't taken them yet)
- 3. Next week will be hybrid; the rest will be remote

 ACTION ITEMS

RACHEL	<ul style="list-style-type: none">● Upload meeting minutes● Website updates
MABEL	<ul style="list-style-type: none">● Stickers● Display case● Update budget sheet
MANTAJ	<ul style="list-style-type: none">● First newsletter today● September 13/14 newsletter● CS 50th Anniversary

AYANA & SOPHIA	<ul style="list-style-type: none"> ● CSSS Info session planning ● FROSH icebreaker + lunch preparation ● Finalize ice skating event details
KATIE & ARCHITA	<ul style="list-style-type: none"> ● Cybersecurity event planning ● RTC email ● Email companies for collaboration (if interested)
KIMIA	<ul style="list-style-type: none"> ● Contact women student groups for collaboration event ● Follow up with UBC WiCS?
KAITLYNN	<ul style="list-style-type: none"> ● Mentee signups (deadline: September 16) ● Mentorship event planning
GAHEE & JASMINE	<ul style="list-style-type: none"> ● Clubs day story ● Promotions - hoodie, mentee applications, FROSH icebreaker + welcome lunch

Meeting ADJOURNED at 8:46PM

	Wednesday - September 13 Table 104	Thursday - September 14 Table 28
11:00am-11:30am	Denise	Denise
11:30am-12:00pm	Mantaj	Denise
12:00pm-12:30pm	Kaitlynn	Harpreet, Denise
12:30pm-1:00pm	Kaitlynn	Harpreet, Denise
1:00pm-1:30pm	Kimia	Ayana, Denise
1:30pm-2:00pm	Kimia	Ayana, Denise