



Women in Computing Science Oct 2023 General Meeting

Date: October 12th, 2023	Facilitators: Harpreet Dubb, Denise Siu
Location: Discord	Meeting Minutes: Rachel Seong

Meeting STARTED at 8:03PM

ATTENDEES

EXECUTIVES

Harpreet	Denise	Rachel	Mantaj
Gahee	Jasmine	Ayana	Kaitlynn
Katie	Mabel	Sophia	

MEMBERS

sumo	Renee	Simran	
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MEETING AGENDA

☀ EXECUTIVE UPDATES

1. Secretary - RACHEL
 - a. Meeting minutes uploaded
2. Treasurer - MABEL
 - a. Made all reimbursements
3. Communications Coordinator - MANTAJ
 - a. Will send out newsletter for this week
 - b. Will send out mentor lunch signup on Oct 23
4. Event Coordinator - AYANA & SOPHIA
 - a. Pumpkin painting social
 - i. Date/Time: Oct 27th 3:30-5:30pm
 - ii. Nesters will provide 20 small pumpkins
 1. Waiting on their response on pickup date/time

- iii. Booked a room
 - iv. Would like to send out promotions next week
 - v. If affected by strike,
 - 1. Cannot postpone b/c it's a Halloween-themed event
 - 2. Move location off campus?
 - a. Burnaby mountain park if nice weather?
 - b. Book room @ an off-campus library
 - c. Community centers?
- b. WiCS x AWM Ice skating event
- i. Date: Nov 3rd
 - ii. Will have a meeting this week to discuss signup form release date + last minute details
 - iii. AWM wants to see the posters before its release
 - 1. Communicate dates with social media coordinators
5. Technical Coordinator - KATIE & ARCHITA
- a. Orbis Investments
 - i. Proposed collaboration with WiCS
 - 1. Resume review session, panel session, small groups or 1-on-1
 - 2. Possible dates: Nov 21st, 23rd, 24th 4-6pm
 - ii. Will reach out to other companies to see if they are willing to join
 - 1. Will meet with Telus this week
 - a. Telus is also interested in Networking Night
 - 2. Have reached out to & waiting for responses from:
 - a. Microsoft, Google, Lululemon, local companies, etc.
 - b. Cybersecurity workshop
 - i. Was postponed due to TA strike
 - ii. Possible dates: Oct 25th or 27th
 - iii. Could move it online if strike continues
6. Grad Coordinator - KIMIA
- a. No updates
7. Mentorship Program Coordinator - KAITLYNN
- a. Mentorship program Discord channel not so active at the moment
 - b. Most mentor groups have met up at least once
 - i. Better than last year !!
8. Social Media Coordinators - GAHEE & JASMINE
- a. Will work on promotions for:
 - i. Pumpkin painting, ice skating

Date	Event
October 11th	Cybersecurity Workshop
October 13th	FAS Fall Social - Ultimate Frisbee Tournament
October 14th	Try/CATCH
October 25th?	Cybersecurity workshop
October 27th	Pumpkin painting social
November 3rd	WiCS x AWM Ice Skating
November 7th	Mentor Lunch - Surrey

DISCUSSIONS

1. WiCS Common Room

a. Rules

- i. The room is for WiCS members, i.e. those who identify as women and non-binary students in Computing Science.
- ii. The number of non-WiCS members in this room can not exceed WiCS members.
- iii. Do not share the password with non-WiCS members.
- iv. Treat each other with respect; this space is intended to be safe for our members.
- v. Clean up after yourself; you are responsible for your own mess.
- vi. Keep behaviour, language, and conversations appropriate. This is a shared space.
- vii. Be kind, polite, and considerate of others in the room.
- viii. Be mindful of your noise levels, especially in consideration of neighbouring spaces (CSIL, WiCS Common Room, Computing Science Offices...)
- ix. Ensure that kitchen appliances (fridge, microwave, kettle, coffee pot...) are kept clean after use.
- x. Absolutely no alcoholic drinks or other intoxicants are allowed in these areas.

b. Repercussions (to be further discussed)

- i. 1st time: warning
- ii. 2nd time: ban from room
 1. How to ban people who were not supposed to be in the room in the first place?

c. Communicated with CSSS about our common room incident

- i. CSSS will also make announcements + remind their members about the WiCS common room rules
- ii. CSSS may get their own microwave
 1. Prevents non-WiCS CS members from using our room for the microwave

d. Connected with Lee about WiCS common room

- i. Got permission for the WiCS common room password change
- ii. Asked if we could get a separate wics room entrance

1. Response: too costly; creates a secluded space?
2. Could be a later option if current preventative measures are not effective

2. CSDC Meeting updates

- a. New committee, first meeting of the semester
- b. Presented our summer recap, talked about try/catch, common room concerns
 - i. Ouldooz cc'ed in email to Lee about cr concerns

3. End of Semester Care Packages

- a. Jasmine leading
- b. Thinking about what we should put it in and a timeline of events
- c. budget: \$75/semester -> makes ~25 packages

4. Burnaby Mentor Lunch recap

- a. Stephanie led, 5 attendees
- b. Diana shared insights and answered questions
- c. Reimbursement done

5. Surrey Mentor Lunch

- a. Mantaj made a google form, it's in folder
- b. New name for mentor lunch
 - i. Professor lunch?
 - ii. Faculty Mentor Lunch
 - iii. Pun
 - iv. Professor Powered Lunch
 - v. Girlbossing with Faculty
 - vi. Lunch with Legends
 - vii. Scholar Bites
 - viii. Mentor Mingle
 - ix. Lunch & Learn
 - x. Academic Appetite
 - xi. Faculty Feast
 - xii. Lunchbox lectures
 - xiii. Lectures over lunch
 - xiv. Meeting and eating
 - xv. **Lunch & Learn with [Faculty]**

6. Hoodies, Keychains, Stickers

- a. Hoodies
 - i. Handed out 1 today, will hand out more friday and saturday
- b. Keychains
 - i. Waiting for laser cutting
- c. Stickers
 - i. No updates
 - ii. Hopefully order by next week

7. Applied Science Space in the SUB

- a. FAS DSU meeting for new room on saturday (during Try/CATCH) with the SFSS President
- b. There is a server for the FAS DSU collaborations

8. Yearly Sponsorships

- a. Reached out to UBC WiCS, didn't get a response, will research more soon

9. Try/CATCH 2023

- a. Happening Saturday!
- b. 94 registrations!!
- c. Good work Kaitlynn & Archita!

 MOTIONS

1. Motion \$500 for Try/CATCH 2023

- a. Motioned by Harpreet; Seconded by Kaitlynn
- b. Motion: passed

 OPEN FLOOR

1. Simran from Women in STEM brought up the idea of all the women groups collaborating.

- a. In the ideation phase
- b. Will make a discord channel in their server for everyone to join and collaborate

 ACTION ITEMS

RACHEL	<ul style="list-style-type: none"> ● Post meeting minutes ● Update website
MABEL	<ul style="list-style-type: none"> ● Continue reimbursements ● Keep updating budget ● Work on sticker orders
MANTAJ	<ul style="list-style-type: none"> ● Send newsletter ● Mentor lunch preparation
AYANA & SOPHIA	<ul style="list-style-type: none"> ● Pumpkin painting <ul style="list-style-type: none"> ○ Backup plan for TSSU strike ○ Figure out budget needed ● Skating Event <ul style="list-style-type: none"> ○ Finalize budget ○ Send details to marketing for promotions
KATIE & ARCHITA	<ul style="list-style-type: none"> ● Finalize date for Orbis event ● Keep coordinating event with Telus ● Finalize date for cybersecurity reschedule

KIMIA	<ul style="list-style-type: none">● Finalize details for the next grad social
KAITLYNN	<ul style="list-style-type: none">● Continue to run mentorship program
GAHEE & JASMINE	<ul style="list-style-type: none">● Try/CATCH post!!● Burnaby mentor lunch recap post● Promote the mentor lunch● Story for FAS social● Promote pumpkin painting● Try/CATCH recap post

Meeting ADJOURNED at 9:15PM