





Women in Computing Science (WiCS) June 2023 General Meeting

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

Meeting STARTED at 7:33PM

ATTENDEES			
EXECUTIVES			
Harpreet	Kimia	Gahee	Kaitlynn
Denise	Ayana	Rachel	Mabel
Sophia			
MEMBERS			
Shatavisha	Aiman		

MEETING AGENDA
EXECUTIVE UPDATES
<ul style="list-style-type: none">1. Secretary - RACHEL<ul style="list-style-type: none">a. Meeting minutes uploadedb. Created an announcement page on the WiCS websitec. Added the following items to the WiCS website:<ul style="list-style-type: none">i. GHC & CAN-CWIC Grant informationii. Movie night promoiii. Technical workshop ideas surveyiv. General WiCS events volunteer form 2. Treasurer - MABEL<ul style="list-style-type: none">a. Bank account setup complete

- i. Harpreet, Denise, and Mabel have access to debit cards for an account with 1-yr-worth funding
- b. Requested \$6250 from FAS, \$6550 from CS for funding
 - i. FAS -  Fall 2023 - Summer 2024 Funding Proposal & Year-End Report.xlsx
 - ii. CS -  WiCS Funding Proposal 2023-2024

3. Communications Coordinator - MANTAJ

- a. Will be discussing future collaborations with Women in STEM
- b. Will be adding these items to the newsletter:
 - i. GHC & CAN-CWIC Grant information
 - ii. Movie night promo
 - iii. Technical workshop ideas survey
 - iv. General WiCS events volunteer form

4. Event Coordinator - AYANA & SOPHIA

- a. Movie Night Social
 - i. Voted movie: Puss in Boots: The Last Wish
 - ii. Will start promos soon
 - iii. Need to motion this week

5. Technical Coordinator - KATIE & ARCHITA

- a. Results from technical workshop ideas survey
 - i. ML voted most
- b. Upcoming ML workshop
 - i. Event Date: June 30th
 - ii. Will send out registration form this week
- c. Have been reaching out to industry professionals to make connections

6. Grad Coordinator - KIMIA

- a. Grad panel sessions
 - i. Late July or early August
 - ii. Theme: different career path options after a graduate degree
 - iii. 1 panelist from industry
 - 1. Have been reaching out to people but haven't gotten responses yet
 - iv. 1 panelist from academia (SFU prof)
- b. Plan B if low interest from grad students - a casual coffee chat?

7. Mentorship Program Coordinator - KAITLYNN

- a. Creating mentor applications to be released in July
- b. Grad mentorship program will be less structured; closer to networking
 - i. Would help if Kimia (grad coordinator) was involved

- c. Will pass on announcements about the program to FAS

8. Social Media Coordinators - GAHEE & JASMINE

- a. Posted promo about GHC & CAN-CWIC Grants
- b. Will create + post movie night event promo
- c. Resolved member verification issue on Discord
- d. Proposal to change the WiCS logo for Discord; will look into this before the next meeting

UPCOMING EVENTS & INITIATIVES

Date	Event
June 20th, 2023	Movie Night Social
June 30th, 2023	Technical Event
Deadline June 30th, 2023	GHC & CAN-CWiC

DISCUSSIONS

1. Try/CATCH 2023
 - a. Led by Kaitlynn & Archita
 - b. 7-8 planning team volunteers so far
 - i. Mainly execs; will start gathering non-exec volunteers soon
 - c. Created a Discord channel for the planning team
 - d. Regular meeting times will be decided later

2. WiE x WiCS Social
 - a. Planning meeting: June 15th Thursday 8pm

3. General Volunteer Interest Form
 - a. Got 10-15 submissions so far!
 - b. Feel free to reach out to them when in need of volunteers
 - c. Would be good to add in the newsletter

4. CS GHC and CAN-CWiC Grants
 - a. 5 GHC grants
 - b. 2 CAN-CWIC grants
 - c. Need 2-3 volunteers to select grant recipients

- i. 1 meeting only (possibly July 3rd)
- ii. Selection criteria: WiCS involvement, graduation date, personal statement, etc.
- iii. Volunteers cannot be selected for the grants!
- iv. Volunteers: Kaitlynn, sumo, Shatavisha

5. Fall FROSH, Welcome Day, Fall Clubs Day

a. FROSH

- i. Dates: Sept 11-17th
- ii. Events similar to previous years
- iii. WiCS will have time for a presentation during the info session
- iv. Sophia & Ayana will lead the WiCS FROSH event

b. Welcome Day

- i. First week of the fall semester
- ii. connecting with first years

6. Merch

- a. Need to order merch for the Fall
- b. Anyone interested in designing WiCS merch?
- c. Any merch recommendations?
 - i. Rubber ducks for care packages
 - ii. Fun stickers with puns, not just the WiCS logo

7. Display Cases

a. WiCS display cases

- i. What to display?
 - 1. Event posters, WiCS merch samples, photos of current execs, etc.
- ii. Mabel volunteered to update the board once in a while
- iii. Will have meetings to discuss display items

b. Joint display case between WiCS, WiE, Women in Clean Tech

- i. Will have a separate meeting to discuss display items

8. FAS Summer Social + Olympics

- a. Voted no; will not be helping out with planning
- b. Can still help promote

9. New WiCS Bank Account

a. First account

- i. All WiCS funds
- ii. Two signing officers

b. Second account

- i. Contains budget for 1 year; \$2194
- ii. Harpreet, Denise, and Mabel have debit cards for this account

1. Can pass card onto execs when making purchases for WiCS
 - a. Alternative to spending personal money + getting reimbursed

MOTIONS

OPEN FLOOR

1. SSSS will sponsor a CAN-CWIC grant for a SoSy girl
 - a. Will be handled by SSSS

ACTION ITEMS

RACHEL	<ul style="list-style-type: none"> ● Post meeting minutes ● Keep website up to date
MABEL	<ul style="list-style-type: none"> ● Reimburse Denise (\$16.39 for clubs day and meeting snacks) ● Finish finance report ● Display case brainstorming
MANTAJ	<ul style="list-style-type: none"> ● Add to newsletter <ul style="list-style-type: none"> ○ Volunteer Interest Form ○ Technical Event Sign up link ○ Movie Night Social ○ CAN-CWiC & GHC Forms ● Reach out to Women in STEM/ Math for a collaboration ● Safe Software communication ● Send individual email for movie night social (Monday, June 19)
AYANA & SOPHIA	<ul style="list-style-type: none"> ● Budget for movie night and motion ● Movie night preparation + host <ul style="list-style-type: none"> ○ Send promotion details to Gahee by June 15th ○ Send email reminder to movie night sign ups day before or day of ● WiCS x WiE Social planning ● Brainstorm for FROSH
KATIE & ARCHITA	<ul style="list-style-type: none"> ● Finish technical event registration + send to marketing ● Reach out to companies and women industry professionals
KIMIA	<ul style="list-style-type: none"> ● Finalize idea + date for Grad Social ● List potential panelists

KAITLYNN	<ul style="list-style-type: none">• Mentorship program improvements• Send email to Mantaj
GAHEE & JASMINE	<ul style="list-style-type: none">• Post for movie night + reminders• Post grant reminders• Logo
EVERYONE	<ul style="list-style-type: none">• Merch ideas

Meeting ADJOURNED at 8:27PM