



Women in Computing Science Apr 2024 General Meeting

Date: April 3, 2024	Facilitators: Harpreet Dubb, Denise Siu
Location: Discord	Meeting Minutes: Rachel Seong

Meeting STARTED at 7:04PM

ATTENDEES

EXECUTIVES

Harpreet	Ayana	Kaitlynn	Mabel
Denise	Mantaj	Rachel	Archita
Kimia			

MEMBERS

Shiva	Isabelle	sumo	

MEETING AGENDA

☀ EXECUTIVE UPDATES

1. Secretary - RACHEL
 - a. Meeting minutes uploaded
 - b. Updated constitution and photos on website
2. Treasurer - MABEL
 - a. Made reimbursements for Blueprint event, Grad Biercraft social, movie social, Care packages
 - b. Have been monitoring budget for different areas
 - i. Currently ~\$900 floating
 - ii. Will discuss what to do with this
3. Communications Coordinator - MANTAJ
 - a. Sent out newsletter

4. Event Coordinator - AYANA & SOPHIA
 - a. Movie social
 - i. 15 attendees
 - ii. Event went well! Sushi was finished
 - iii. Ordered another veggie sushi tray during the event (~\$14)
 - iv. Total expenses: ~\$190
 - b. Will return keys by April 10

5. Technical Coordinator - KATIE & ARCHITA
 - a. Hack-the-sem
 - i. Demo day - April 4th
 - ii. Meeting tomorrow morning with organizers to discuss food and last-minute details
 - iii. Attendees: ~11 registrants; 9 of them are hackathon participants
 1. WiCS members, please attend if you can!
 - iv. Judges: Mantaj, Matthew
 - v. May need a photographer or anyone that can take photos
 1. Mantaj will bring her camera
 - vi. Food will likely be pizza
 - vii. Thinking of making snack bags to give out to hackathon participants at the end of the event
 1. Will discuss with GDSC to check budget

6. Grad Coordinator - KIMIA
 - a. Grad BierCraft event
 - i. 7 attendees including Kimia
 - ii. Have been reimbursed
 - iii. Recap post has been made

7. Mentorship Program Coordinator - KAITLYNN
 - a. Mentorship program wrap up event
 - i. April 5th
 - ii. Group activities + ice-breaker activities
 - iii. Will pre-order pizza tomorrow
 - b. Will make reimbursements for group activities (\$5/person) at the end of this week
 - c. Will send mentorship photos to social media coordinators for a recap post

8. Social Media Coordinators - GAHEE & JASMINE
 - a. Instagram giveaway
 - i. April 2nd-5th
 - b. Gahee is away till April 8th

Date	Event
April 2 - 5 Announce winners on April 6	Social Media Contest
April 4, 2024	GDSC x WiCS Hack The Sem: Demo Day
April 5, 2024	Mentorship Social
April 10, 11	End of Semester Package Giveaway
May 15, 2024	AWS event
April 1 - 7	WiCS Executive Voting

DISCUSSIONS

1. Summer 2024 - Spring 2025 Elections
 - a. 23 nominations
 - i. No one running for Grad Coordinator
 1. Will have a by-election
 2. Kimia will promote this position through LinkedIn
 - b. Voting period: April 1st-7th
 - i. 82 votes so far
 - ii. Will send out more reminders
2. End of Semester Care Packages
 - a. Will assemble packages this Friday
 - b. Will hand out packages on: April 10,11 12:30-2pm
3. StormHacks WiCS Session
 - a. May 18th 12-8PM
 - b. Host a creative event for WiCS members at StormHacks?
 - i. Need a WiCS exec volunteer to do this

ANNOUNCEMENTS

1. Next week's meeting (April 10th)
 - a. Will be the last general meeting for the current exec team!
 - b. Hybrid
2. Will have one more meeting with the next exec team

3. DUE April 10th: Transfer guides + key returns!
4. TASC cabinet + common room cleaning - April 15th 11am
5. Exec social - April 28th (time TBD)

MOTIONS

1. Motion \$130 for Hack-the-sem Demo day
 - a. Motioned by Mantaj; Seconded by Rachel
 - b. Motion: passed
2. Motion \$170 for Mentorship Social
 - a. Motioned by Kaitlynn; Seconded by Kimia
 - b. Motion: passed
3. Motion \$600 for Common room supplies
 - a. Motioned by Denise; Seconded by Isabelle
 - b. Motion: passed
4. Motion \$30 for snacks at last general meeting
 - a. Motioned by Denise; Seconded by Mantaj
 - b. Motion: passed

OPEN FLOOR

- 1.

ACTION ITEMS

RACHEL	<ul style="list-style-type: none"> ● Update website ● Upload meeting minutes ● Finish up transfer guide
MABEL	<ul style="list-style-type: none"> ● Reimbursements for Mentorship Social, Demo Day, CR supplies, meeting snacks ● Finish up transfer guide
MANTAJ	<ul style="list-style-type: none"> ● Send out newsletter ● Check email and keep up with correspondence ● Add to #external-opportunities
AYANA & SOPHIA	<ul style="list-style-type: none"> ● Finish up transfer guide

KATIE & ARCHITA	<ul style="list-style-type: none"> ● Hack the Sem: Demo Day Preparation ● Demo Day blog post ● Schneider Electric event planning ● AWS event planning ● Finish up transfer guide
KIMIA	<ul style="list-style-type: none"> ● Finish up transfer guide
KAITLYNN	<ul style="list-style-type: none"> ● End of Semester Mentorship social planning ● Mentorship program group check ins ● Get photos for recap post ● Mentorship Program blog post? ● Finish up transfer guide
GAHEE & JASMINE	<ul style="list-style-type: none"> ● Continue giveaway ● FAS Formal recap ● Care packages advertising <ul style="list-style-type: none"> ○ Discord + IG story ● Elections reminders ● Finish up transfer guide

Meeting ADJOURNED at 7:37PM