



Women in Computing Science Mar 2024 General Meeting

Date: March 6, 2024	Facilitators: Harpreet Dubb, Denise Siu
Location: Discord	Meeting Minutes: Rachel Seong

Meeting STARTED at 7:03PM

ATTENDEES			
EXECUTIVES			
Harpreet	Denise	Mantaj	Archita
Mabel	Gahee	Kaitlynn	Ayana
MEMBERS			

MEETING AGENDA
EXECUTIVE UPDATES
<ol style="list-style-type: none">1. Secretary - RACHEL<ol style="list-style-type: none">a. Meeting minutes uploadedb. Will be meeting with WiE tonight to discuss NN 2024 budget with Mabel 2. Treasurer - MABEL<ol style="list-style-type: none">a. Made reimbursements for hack-the-sem web dev workshopb. Working on budget report for CSDC 3. Communications Coordinator - MANTAJ<ol style="list-style-type: none">a. Will be sending out newsletter on Monday 4. Event Coordinator - AYANA & SOPHIA<ol style="list-style-type: none">a. SFU Blueprint collab event<ol style="list-style-type: none">i. Friday March 22ndii. Food - pizza

- 1. SFU Blueprint rep will get food
- 2. Cost is expected to be within allocated budget
- iii. Wish to start promotions early; next week?
- iv. Will create interest form

5. Technical Coordinator - KATIE & ARCHITA

- a. Hack the sem
 - i. Web dev workshop went well (~7/8 attendees)
 - ii. Have been reimbursed for snacks
 - iii. Data science workshop is happening this Saturday
- b. Teck Office tour
 - i. Tuesday March 26, 10am-3:30pm
 - ii. Hope to start promotions this friday and add to newsletter for next week
- c. Schneider electric
 - i. Followed up with them but no updates
- d. AWS
 - i. Will meet with them next Monday to discuss workshop in May
- e. Borealis AI
 - i. Waiting on response on when they would like to hold the event (end of this term or next term)

6. Grad Coordinator - KIMIA

- a. Absent

7. Mentorship Program Coordinator - KAITLYNN

- a. Will gather and add mentorship group photos to the WiCS Google Drive
- b. Sent out reminder email to groups to continue to have meetings
- c. Mentorship program wrap up event - April 5 (tentative)
- d. Will send out FAS formal event reminder this week

8. Social Media Coordinators - GAHEE & JASMINE

- a. Will post Teck office tour promo, SFU blueprint event promo, WiCS elections announcements
- b. FAS Girlies in Surrey
 - i. Had meeting last night
 - ii. Have 6 helpers on the day-of; sufficient
 - iii. Will have sushi, fruits & veggie platter, drinks

 UPCOMING EVENTS

Date	Event
March 7, 2024	Lunch & Learn with Parmit Chilana in Burnaby
March 8, 2024	Women in STEM IWD

March 9, 2024	Hack the Sem: Data Science Workshop
March 11, 2024	FAS Girlies in Surrey
March 13, 2024	Lunch & Learn with Ouldooz in Surrey
March 15, 2024	FAS Formal
March 21, 2024	BierCraft Grad Social
March 22, 2024	Mint Tech Talk Social with SFU Blueprint
March 26, 2024	Teck Office Tour
ONGOING	GDSC x WiCS Hack The Sem
March 18 - 29	WiCS Executive Nominations
April 1 - 12	WiCS Executive Voting

DISCUSSIONS

1. Lunch & Learn
 - a. Burnaby
 - i. Restaurant booked
 - ii. All 5 attendees have confirmed
 - b. Surrey
 - i. Got exactly 4 signups so far; will reach out to them for confirmation

2. Women in STEM International Women's Day
 - a. Planning going well
 - b. Will be ordering pizza
 - c. 63 signups so far; goal is 80
 - d. Ayana is presenting on behalf of WiCS; Mantaj and Grace are helping out

3. Summer 2024 - Spring 2025 Elections
 - a. Harpreet has created the nomination web survey
 - b. Updated promo schedule has been shared

4. End of Semester Care Packages
 - a. 5 non-exec volunteers 😊
 - i. Have a Discord channel for organizations
 - b. Volunteers have bought chips, stuffed animals, etc.
 - c. Tracking all items on a doc
 - d. Will motion for expenses

5. Constitution

- a. Revision is looking good
- b. Have one last comment waiting for approval
- c. Will motion for constitution @ next week's meeting
- d. Thank you everyone for contributing your input!!

6. Budget for 24/25

- a. Reflect on how the budget has been this year for your specific area + give feedback to Mabel!
- b. Will be going over budget for next year with Ouldooz towards the end of March/April?

Announcements

1.

MOTIONS

1. Motion \$150 for End-of-semester care packages
 - a. Motioned by Rachel; Seconded by Denise
 - b. Motion: passed

OPEN FLOOR

1. Poll for new ideas for the WiCS common room
 - a. Air purifier, bunk beds, microwave, yarn, etc.
 - b. Will soon decide what to get

ACTION ITEMS

RACHEL	<ul style="list-style-type: none"> ● Update website ● Upload meeting minutes
MABEL	<ul style="list-style-type: none"> ● Complete budget estimate for next year (deadline: March 19) ● Reimbursements ● Coordinate Networking Night and 20th Anniversary finances
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"> ● Finalize details on Blueprint collab ● Help out with IWD event ● Consider planning one smaller events
KATIE & ARCHITA	<ul style="list-style-type: none"> ● Continue Hack the Sem ● Teck Office tour planning ● AWS meeting ● Borealis AI office tour planning ● Schneider Electric
KIMIA	<ul style="list-style-type: none"> ● Finalize Grad Biercraft social details <ul style="list-style-type: none"> ○ Send to marketing team ● Brainstorm end of semester grad event
KAITLYNN	<ul style="list-style-type: none"> ● Mentorship program group check ins ● End of Semester social planning ● Get photos for recap post
GAHEE & JASMINE	<ul style="list-style-type: none"> ● Posters: Biercraft Grad Social, SFU Blueprint collab social, Teck Office tour, Mentorship social ● Event reminders ● IWD giveaway ● FAS Girlies in Surrey planning

Meeting ADJOURNED at 7:30PM