

**Biological Sciences Graduate Caucus Meeting Minutes (draft until approved)
February 8, 2012 – 3:30 to 4:30 PM, 7000 Level Graduate Student Lounge**



BISC Graduate Caucus

February 8, 2012 – 3:30 to 4:30 PM

In Attendance: Jeanette Bruce (Chair), Elly Knight (Secretary), Jennifer Linton (Treasurer), Sherri Elwell (Member at Large), Sacha O'Regan, (Events Committee Officer), Marlene Wagner (Events Committee Officer), Erfan Vafaie (Webmaster), Rob Greenland (GSS Rep), Noel Swain (GSS Alternate), Erica Jeffery (DGSC Rep), Matt Huntley, Lindsey Button, Stephanie Green, Brett Favaro, Danielle Dagenais, Sebastian Pardo, Jess Taylor, Iva Popovic, and Emma Leah.

Absent: Natascia Tamborello (Associate Chair), Nicole Gerbrandt (Events Committee Officer), Cassandra Carroll (Faculty Mole), Chris Mull (International Students' Rep), Samantha Franks (Scholarship Committee Rep), and Doug Braun (Scholarship Committee Rep).

1. Welcome

- a. The meeting was called to order by Jeanette at 3:31.
- b. Additions to agenda:
- c. Minutes from Previous Meeting

Motion to approve the minutes from the January 18, 2012 BISC graduate caucus meeting.

Moved by Jeanette

Seconded by Matt

Decision: **motion carries unanimously**

2. Beverages – Jeanette

- Need more non-beer beverages for caucus meetings.

Motion to reimburse Jenny Linton \$50 from BISC grad caucus core account on non-alcoholic beverages for BISC grad caucus meetings.

Moved by: Jeanette

Seconded by: Lindsay

Decision: **motion carries unanimously with abstention by Jenny Linton**

Motion to reimburse Jenny Linton \$50 from BISC grad caucus core account on non-beer alcoholic beverages for cooler for BISC grad caucus meetings.

Moved by: Jeanette

Seconded by: Lindsay

Decision: **motion carries unanimously with abstention by Jenny Linton**

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3. Treasury Update – Jenny

- a. Finalize expenses from grad hosted speaker event
 - Total expenses were \$1991.59. This total was less than the \$2265 allotted because Danielle picked up Dr. Pauly both days from UBC, and we spent less than budgeted on the speaker gift.

b. Motions

Motion to pay MECS Burnaby \$48.16 (event #8355) for rental of AV equipment for the Jan 27th BISC Grad Olympiad from the BISC Grad Caucus trust account, instead of the SFU GSS as motioned on Jan 18, 2012.

Moved by: Jenny

Seconded by: Lindsay

Decision: **motion carries unanimously**

Motion to pay SFSS Food and Beverage Services (invoice #1901) \$818.92 from the BISC Grad Caucus trust account for food and beverages at the BISC Grad Olympiad social on January 27, 2012.

Moved by: Jenny

Seconded by: Jeanette

Decision: **motion carries unanimously**

Motion to pay Danielle Dagenais \$61.84 from the **GSS Grant** for mileage (2 x 46.9 km x \$0.51 = 47.84) and parking (2 x \$7.00) to pick up Daniel Pauly for the Grad Hosted Speaker event on January 26 and 27, 2012.

Moved by: Jenny

Seconded by: Brett

Decision: **motion carries unanimously with abstention by Danielle Dagenais**

Motion to pay Sacha O'Regan up to \$250 from the **GSS Grant** to reimburse the Department of Biology cash advance issued by Barb Sherman. The cash advance was over the amount approved by the department (\$550) for the event so that students would not have to pay out-of-pocket for items for the events.

Moved by: Jenny

Seconded by: Jeanette

Decision: **motion carries unanimously with abstention by Sacha O'Regan**

Motion to pay Nature's Garden Organic Deli (Invoice #218) \$117.88 from the BISC Grad Caucus trust account for sandwiches for lunch with Daniel Pauly on January 26, 2012 as part of the Grad Hosted Speaker event.

Moved by: Jenny

Seconded by: Jeanette

Decision: **motion carries unanimously**

- c. How much money do we have left for the semester (after above motions)?
 - \$514.96 Trust Account
 - \$601.87 Core Account

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4. Grad-hosted Speaker - Jeanette

- a. Feedback from event:
 - Jeanette to put together a survey.
 - Less than ½ the labs attended this year than last year: why? Less emails than last year? Perhaps a representative should go to the labs physically and encourage participation.
 - Perhaps even the playing field by standardizing the presentations.
 - Should consult with Felix about what he'd like to see: funny or serious?
- b. Discuss possible speaker nominees, changes to nomination process
 - Folks making nominations must look into nominees this year:
 1. Do they have a speaker fee?
 2. Where are they coming from?
 - When Jeanette sends out the email this year, will put these stipulations in.
 - Should be contacting nominees over the summer, September is too late. Ask for nominees in April (or earlier) and begin contacting right away.
 - Perhaps try and get the next year's exec to initiate the process (start early).
 - Best to have 1 person doing contact instead of the person who nominated each candidate.

5. Changes to main Bio hallway – Jeanette for Elizabeth Elle

- Elizabeth polled students & faculty for dead biologists a while ago and received very little feedback. Looking for other ideas for this wall.
- Should re-poll for dead biologists! Still think this is a good idea.
- Have a mural along the wall with biology topics that depicts a gradient of complexity; single cell up to landscape ecology. Some sort of diagram showing our work along this spectrum along the wall.
- Could put up different posters than the current ones, but need to update every few months.
- Multiple screens with each lab contributing a couple slides every few months, but this may be costly.
- Wall should be more about the theme of the department than specific work of individual labs.
- Further ideas should be emailed to Harold Hutter or Elizabeth Elle.

6. Spring Events – Jeanette

- We can apply for GSS grants for events at any time.
- From last month's meeting:
 - Rock and roll bingo, karaoke, rock and roll bingo karaoke.
 - Media relations event building off last year's caucus events. Suggested last meeting. Could invite Finn Donnelly, SFU media relations, journalist.
 - Curling is very expensive. 2hr rental of 4 sheets is \$600
- New ideas:
 - Trivia: trivia about the profs, bio trivia.
 - Games night
 - Maybe a sports event at one of the fields with a BBQ here in the courtyard.

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- Academic event followed by a BBQ?
- Workshop on networking. Brett attended a Mycats STEP workshop previously. We could host one, but would probably have to guarantee a turnout. Brett to send link to exec for further info.
- On campus or off? Better attendance on campus. What about dry event on campus, and then after party? Probably too complicated, and personal liability issues.
- Event should happen April or sooner for this exec, which means weather may be less than ideal.
- Consensus: Publishing workshops last year were very successful. We should host an academic-inspired event followed by food/bbq and leave the sports to the next exec.

7. Committee Updates

a. **DGSC** – Erica

- Amendment to last month's updates: changes to MSc committee and thesis proposal requirements still need to go to the faculty for voting on Feb 20th. As a reminder, these changes are:
 - MSc students will now be required to form their committee one semester earlier (used to be by the end of the 3rd semester, now it will be by the end of the 2nd semester).
 - MSc students will now be required to hand in a formal proposal (2 - 5 pages) with their first Annual Progress Report (due mid-way through the 4th semester); previously, MSc students were not required to write proposals, although many supervisors ask them to anyway.
- Survey on MSc finishing times: great response! Summary of comments coming up.
- Marlene is wondering if we should do away with coffee at defenses. Coffee costs \$40 per defense, not much is drank, and it is not great coffee. Also, not many other departments do this. Are there any other suggestions for what to do with this \$40?
 - Money towards a celebration after: Club Ilia or something. Gift certificate.
 - Thesis binding.
 - Could offer a choice to the defending student.
 - Could make coffee ourselves.

b. **TSSU** – absent

c. **Faculty Mole** – absent

d. **GSS** – Rob

- Please attend the AGM on Feb 28th! There will be free food. The GSS needs 100 people quorum to make some important motions.

e. **Scholarship Committee** – absent

8. Pay day coffee - Jeanette

- The BISC Grad caucus should host a pay-day coffee. Jeanette will recheck the dates available. If you would like to be involved, email Jeanette.

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- To encourage pay-day coffee involvement, should take the sign-up sheet to departmental seminars.

9. Election coming up! Term ends April 30th. If anyone is keen on a position, email Jeanette. Emails coming.

10. Adjournment

Motion to end this February 8th meeting of the Biological Sciences Graduate Caucus at 4:29.

Moved by: Jeanette

Seconded by: Rob

Decision: **motion carries unanimously**