



# Women in Computing Science (WiCS) May 2023 General Meeting

<b>Date:</b> May 29th, 2023	<b>Facilitators:</b> Harpreet Dubb, Denise Siu
<b>Location:</b> Zoom	<b>Meeting Minutes:</b> Rachel Seong

Meeting STARTED at 7:33 PM

## ATTENDEES

### EXECUTIVES

Harpreet	Denise	Mantaj	Archita
Mabel	Ayana	Mabel	Jasmine
Kaitlynn	Kimia	Rachel	Gahee

### MEMBERS

Raghad	Visha	sumo	
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## MEETING AGENDA

### EXECUTIVE UPDATES

#### 1. Secretary - RACHEL

- a. Created new meeting minutes template
- b. Uploaded Amazon photos to the website

#### 2. Treasurer - MABEL

- a. Started tracking budget for this year
- b. Was added to the list of signing officers at the bank

#### 3. Communications Coordinator - MANTAJ

- a. Working on biweekly newsletter
  - i. Please send her anything that needs to be announced within the next 2 weeks!

**4. Event Coordinator - AYANA & SOPHIA**

- a. Movie night
  - i. Location: TASC room? (suggested: 9204)
  - ii. Food: Pizza, Freezies, drinks
    - 1. Will ask CSSS for any available drinks before buying
    - 2. Estimated cost: \$100+
  - iii. Will put on the WiCS google calendar

**5. Technical Coordinator - KATIE & ARCHITA**

- a. Planning on hosting mini workshops
  - i. Topics: Game Dev, Frontend, Git, etc.
- b. Under discussion:
  - i. Summer coding workshop for high school students
  - ii. Long-term group projects within WiCS

**6. Grad Coordinator - KIMIA**

- a. Workshops - two sessions
  - i. Session 1: Panel discussion with SFU professors
  - ii. Session 2: Industry-related
    - 1. Office tours, industry professional panelists
- b. Concerns: might require too much preparation; not a big turnout of grad students
  - i. Suggestion: Scale down? 1-2 panelists?

**7. Mentorship Program Coordinator - KAITLYNN**


- a. No major updates

**8. Social Media Coordinators - GAHEE & JASMINE**



- a. Posted Amazon event recap on Instagram & LinkedIn
- b. Planning to post reels for more engagement
  - i. E.g. "Meet our execs" reel

UPCOMING EVENTS	
Date	Event
TBD	Movie Night Social


## DISCUSSIONS

1. Clubs Day Recap
  - a. ~20 newsletter signups :)
  - b. More food & merch would be nice
2. CSDC Meeting Updates
  - a.  March-May 2023 CSDC Updates from WiCS
  - b. Will be sending them slides every week to provide updates on WiCS activities
  - c. GHC tickets will be sent to us soon
  - d. Vancouver CAN-CWIC
    - i. Date: Nov 12-13th
    - ii. Asked for suggestions from WiCS
  - e. Should make an official faculty member position for WiCS
    - i. Would be nice to have someone regularly involved + overseeing
    - ii. Was unofficially sumo's role, but sumo is retiring
3. Discord Verification
  - a. Original purpose: to have users use their real names in channels
  - b. Should we keep this?
    - i. Difficult to enforce
    - ii. Some users want to remain anonymous in other servers (cannot work simultaneously)
  - c. Will continue to look into this; Gahee is looking into automation of the verification too
4. Try/CATCH 2023
  - a. Last year:
    - i. Started planning in June
    - ii. 8-10 planning team members
  - b. Looking for 2 leaders for the planning committee for Try/Catch '23
    - i. Archita & Kaitlynn are interested :)
5. New WiCS Bank Account
  - a. First account
    - i. 2 signing officers (no changes)
  - b. Second account - to be opened
    - i. Will only hold the budget for 1 year
    - ii. Will enable e-transfers, debit cards
    - iii. Don't need 2 signing officers to use; more flexibility

## 6. FAS & CS Funding

- a. FAS -  Fall 2023 - Summer 2024 Funding Proposal & Year-End Report.xlsx
  - i. Requesting \$7000 from FAS
  - ii. Due May 31st
- b. CS -  WiCS Funding Proposal 2023-2024
  - i. Requesting \$5000 from CS
    1. Added budget for WiCS swag, care packages, etc.
- c. Please review your associated areas + check if the budget seems reasonable

## 7. Remaining Summer Budget

- a.  WICS 2022/2023 Funding

## MOTIONS

1. Motion for signing officer change from Manya to Mabel (exec handover)
  - a. Motioned by Denise; Seconded by Kaitlynn
  - b. Motion: passed
2. Motion \$16.39 for first general meeting of summer 2023 snacks (May 15, 2023)
  - a. Motioned by Denise; Seconded by Mabel
  - b. Motion: passed

## OPEN FLOOR

1. Joint Hackathon with WiE
  - a. Date: April/May 2024
  - b. 50/50 between WiCS/WiE
  - c. Will require a lot of planning; similar to Try/Catch (~3 months?)
  - d. Yes or no?
2. Motion for money BEFORE spending, so that you can get reimbursed later!
3. Exec social that happened recently!
  - a. Was super fun :) nice to spend time with each other
  - b. Will hold more in the future
    - i. kayaking?

## ACTION ITEMS

RACHEL

- Post meeting minutes

	<ul style="list-style-type: none"> <li>• Add upcoming movie night on website</li> </ul>
MABEL	<ul style="list-style-type: none"> <li>• Create 2023-24 finance reports</li> <li>• Finish FAS Funding Proposal + Preliminary Year End Report</li> <li>• Finish CS Funding Proposal</li> </ul>
MANTAJ	<ul style="list-style-type: none"> <li>• Send out newsletter on June 1st</li> <li>• Check WiCS email 2+ times a week</li> </ul>
AYANA & SOPHIA	<ul style="list-style-type: none"> <li>• Send event details to socials and communications</li> <li>• Finalize event details</li> </ul>
KATIE & ARCHITA	<ul style="list-style-type: none"> <li>• Send survey details to socials and communications</li> <li>• Finalize workshop event details</li> </ul>
KIMIA	<ul style="list-style-type: none"> <li>• Finalize grad event details</li> </ul>
KAITLYNN	<ul style="list-style-type: none"> <li>• Mentorship program improvements</li> </ul>
GAHEE & JASMINE	<ul style="list-style-type: none"> <li>• Look into other Discord verification options</li> <li>• Post movie night event + movie choices survey</li> <li>• Post technical workshop survey</li> <li>• Get ready for a GHC post</li> </ul>

Meeting ADJOURNED at 8:27 PM