

# WiCS General Meeting Agenda

February 16th, 2023

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Attendees: Denise, Harpreet, Mehreen, Manya, Kaitlynn, Angela, Rachel, sumo

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Meeting started at 6:06pm

- **Updates**

- WiCS execs:

- i. *Secretary - Rachel*

- Meeting minutes uploaded

- ii. *Treasurer - Manya*

- Have reimbursed for:

- a. valentines card making event - chocolates
      - b. networking night and prize (cardholder)
      - c. Mentorship program resume workshop - gift card
      - d. biweekly study session sandwiches

- iii. *Communications Coordinator - Katie*

- Newsletter is ready for this week
    - In contact with Teck Coordinator for the upcoming event
      - a. have shared about the event on the SSSS & SFU Surge Discords
      - b. 24 signups (registration closed)
        - i. will be sending out a confirmation/reminder email with location info to all signees

- iv. *Event Coordinator - Kaitlynn & Clare*

- Valentine's Card Making station
      - a. Lots of people came by!
    - Biweekly study session
      - a. Went well!
      - b. 3 participants; they liked that lunch was provided
      - c. Have sent sandwich receipts to Manya for reimbursement
      - d. Suggestion: promote this in the FAS newsletter?
    - SFU x UBC WiCS social
      - a. Venue is being discussed

- v. *Technical Coordinator - Mehreen & Anagha*

- Telus resume review workshop
      - a. Date: March 1st 4:30-6:30pm
      - b. Location: TASC 9204
      - c. Motion for \$30 for snacks at the event
        - i. Motion passed
    - Women's day collab
      - a. Date: during week of march 6th
      - b. Content: web development & JavaScript
    - CS Diversity collab
      - a. Currently reaching out to alumni

- Amazon collab
      - a. Early April/May
  - vi. *Grad Coordinator - Vishakha*
    - Not present
  - vii. *Social Media Coordinators - Angela*
    - Posts made:
      - a. Valentine's card making event promo
      - b. Thank you post to Nester's for flower donations
      - c. Fortinet women in Cyber event promo
    - Upcoming promotions:
      - a. Telus resume workshop
      - b. FAS formal
    - Outreach budget
      - a. Could use it on an Instagram giveaway (goodie bags?)
- **Spring 2023 Events**
  - NOTE: add events to the [WiCS Google Calendar](#)
  - Alumni Event
    - i.
  - Social Events
    - i. Biweekly study sessions
    - ii. UBC WiCS x SFU WiCS Collab event
    - iii. FAS Formal
  - Upcoming technical events
    - i. Collab with CSSS
    - ii. AWS
    - iii. Telus
    - iv. Teck
    - v. IWD
  - Upcoming grad events
    - i. Know the Industry Session
- **Valentine's Day + Biweekly Session Recap**
  - See exec updates - event coordinator
- **IWD with WiE**
  - Event date: March 8th 6-8pm
  - Planned by WiE [Minutes Feb 11 - Initial planning](#)
  - Want WiCS to help day of + promote event
  - Contact Harpreet or Denise if you're interested in helping with planning
- **WiCS Swag Items**
  - Phone cards have arrived; look good!

- **Mentorship Program**
  - Waiting to send out starbucks gift cards to mentor groups
  - Increasing the gift card amount from \$5 to \$10
  
- **Meeting With Katie Hearn (FAS)**
  - Katie let us know that she can reach out to alumni to sponsor big WiCS events (e.g. TryCatch) for consecutive years
  - WiCS will create a list of our events by the end of reading break to share with potential sponsors
  - a lot of alumni are interested in sponsoring b/c it is the 50th year anniversary of SFU CS
  
- **FAS Collaboration Event**
  - Need 1 WiCS representative to attend!
    - i. If interested, contact Harpreet or Denise
  
- **FAS Formal**
  - Floral themed!
  - Will send the poster to Angela to making post them on social media
  - Tickets: \$35
  - Will subsidize \$10 for 10 WiCS members attending the event
    - i. first come, first serve
    - ii. Subsidy form:
      - [https://docs.google.com/forms/d/1OLrL\\_XZhEuGiuYidGYqPi\\_PqUfpVeQgAucGveMQaf6s/edit](https://docs.google.com/forms/d/1OLrL_XZhEuGiuYidGYqPi_PqUfpVeQgAucGveMQaf6s/edit)
  
- **Mountain Madness (CSSS) - Sponsor**
  - Date: Mid Feb
  - Motion for the \$100 hackathon prizes
    - i. Need to e-transfer to ([csss-exec-current@sfu.ca](mailto:csss-exec-current@sfu.ca))
    - ii. Motion passed
  - Harpreet and Denise will drop by at the event
  
- **Root Hacks (SSSS) - Sponsor**
  - Date: March 4th
  - Motion for \$100 for hackathon prizes
    - i. Motion passed
  
- **Common Room**
  - If we decide to move, it will take place in March
  - New area will be temporary (~1-2 years); may have to move again due to the construction
  - New WiCS room
    - i. Location: currently the Director's office near the CSSS common room

- ii. Bigger room, more outlets
- iii. Has a door that leads to the courtyard
- iv. The pin pad in our current common room will be moved onto the new door
- v. Will receive a new drawer with a working lock
  - o possibly change the pin pad every year for security
- vi. The 4 drawer cabinet can be replaced to something similar, hopefully with two keys
- vii. Could possibly book a cleaning service for the microwave and fridge
- viii. WiCS is responsible for furnishing the area
  - o Only stackable chairs can be provided
- Common space for CSSS & WiCS
  - i. Location: from one end of the sliding room to the other side of the room (current reception area)
  - ii. No additional facilities like a kitchen
  - iii. Decoration will be done by CSSS & WiCS
    - o Ideally, WiCS would come up with a plan and CSSS would provide financial support
- Exits
  - i. Have two exits; 1) the sliding doors and 2) the door right beside the director's office
  - ii. Both CSSS and WiCS will be given master keys that work for the doors
  - iii. Doors will get opened and locked at night (security will also do a walkthrough)
  - iv. Have asked if we can use the exit beside the WiCS common room
    - o Response: yes, but that exit might eventually get blocked off b/c of the ongoing construction
- pictures + videos of the area-  
[https://drive.google.com/drive/folders/1XaGav7DrzZcOY6cDbx-5mipBGm8\\_nRxF?usp=sharing](https://drive.google.com/drive/folders/1XaGav7DrzZcOY6cDbx-5mipBGm8_nRxF?usp=sharing)
- **Open floor**
  - Could provide Ouldooz with frequent updates about the work that WiCS is doing so that it is easier for her to report it to FAS
    - i. In the form of ppt slides? Easier for her to utilize
- **WiCS Constitution - review of #1, 2 and look at #3, #4**
  - **WiCS Constitution January 2023 - Pending**
  - We will be reviewing two or more items each week

*Meeting adjourned at 7:00pm*