



Women in Computing Science Aug 2023 General Meeting

Date: August 28, 2023	Facilitators: Harpreet Dubb, Denise Siu
Location: Zoom	Meeting Minutes: Rachel Seong

Meeting STARTED at 7:34PM

ATTENDEES

EXECUTIVES

Harpreet	Denise	Kimia	Ayana
Mabel	Mantaj	Sophia	Kaitlynn

MEMBERS

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MEETING AGENDA

EXECUTIVE UPDATES

1. Secretary - RACHEL
 - a. Meeting minutes uploaded
 - b. Shared mentee application info & Fall FAS Scholarships/awards info on the website
 - c. Made updated meeting minutes template with new WiCS logo
2. Treasurer - MABEL
 - a. Finalized WiCS 2023-2024 budget (Fall-Spring)
3. Communications Coordinator - MANTAJ
 - a. CS 50th anniversary event
 - i. Date: Sep 23rd
 - ii. Got approval for a WiCS table; could be hosted by Mantaj
 - iii. Make WiCS buttons/pins/name tag for alumni?

1. Easier to identify each other
 2. Need to rent machine from CSSS and buy pin materials
 - b. Made new WiCS newsletter format
4. Event Coordinator - AYANA & SOPHIA
 - a. Collab event with Women in Math
 - i. Planning a skating event in October
 - b. WiCS FROSH events
 - i. Frosh Lunch
 1. For first year students
 2. Ice breaker style
 - ii. WiCS Info session
 1. Date: Sep 14
5. Technical Coordinator - KATIE & ARCHITA
 - a. Discussing fall events with SAP
 - b. Discussing office tours, resume reviews, panel discussion (various tech professions), Cybersecurity workshop
6. Grad Coordinator - KIMIA
 - a. Grad panel session event
 - i. ~12 show ups
 - ii. Have been reimbursed (\$64.60)
 - b. Planning a Fall collab with UBC WiCS grad students
 - i. Can utilize the existing UBC collab server from past events
 - c. Will plan another event for just SFU WiCS
7. Mentorship Program Coordinator - KAITLYNN
 - a. Mentors
 - i. 24 applicants
 - ii. Have interviewed half of them; second round this week
 - b. Mentees
 - i. 12 signups; goal is 30
 - ii. Will advertise more on welcome day, FROSH info session
 - iii. May extend deadline if not enough signups
8. Social Media Coordinators - GAHEE & JASMINE
 - a. Posted mentee application, grad event recaps
 - b. Working on WiCS hoodies

UPCOMING EVENTS

Date	Event
September 5th	Welcome Day
September 9th	Mentee application Deadline
September 13, 14	Clubs Day
September 15th	Icebreaker + Welcome Lunch
September 20th	Hoodie pre-order deadline

DISCUSSIONS

1. Try/CATCH Updates
 - a. No updates; going well!
 - b. Will send out a when2meet to decide meeting times for the fall
2. Logo changes
 - a. Sent out logo changes to FAS & CS
 - b. Will change the logo in the WiCS common room sign
3. Hoodies + swag
 - a. 7 orders so far
 - b. Stickers ideas - by Mabel
 - i. Will share screenshots in the Discord channel for votes
4. Welcome Day
 - a. Harpreet & Denise will be present
 - b. Will be giving out WiCS swag
5. Clubs Day
 - a. Dates: Sep 13-14 11AM-2PM
 - b. Location: Convocation Mall (outside library)
 - c. Table 104 for wed; table 28 for Thursday
 - i. Table layout shared in the exec channel
 - d. Will share table with CSSS
 - e. Please sign up if you can make it!!
6. Fall + Spring Budget
 - a. Have enough budget for most initiatives (based on previous spendings)
 - b. Got more funding for Try/Catch 😊; have now met budget goals

7. Summer Semester Reflection - What went well, what didn't?
 - a. What went well?
 - i. "Logo change", "revamping discord", "website improvements", "hoodie merch", "fun events (Barbie social!)"
 - b. What needs improvement?
 - i. "More exec socials", "more events", "combined list of contacts"

8. Fall Semester Brainstorm -
https://jamboard.google.com/d/1NfZJ0f0iZm_HP4cbH4WgnrsCJ8PHposfwKef_cqFn54/edit?usp=sharing
 - a. Goals?
 - i. "Creative events", "more freshman members", "more attendees at social events & technical workshops", "more engagement with mentorship groups", "advertise events better"
 - b. Hopes for WiCS?
 - i. "more exec at events", "more friendships", "having a bigger presence", "more connection with general WiCS members on Discord"

MOTIONS

1. Motion for \$100 for FROSH icebreaker lunch event
 - a. Motioned by Ayana & Sophia; Seconded by Kaitlynn
 - b. Motion status: passed

2. Motion for \$20 for 50+ WICS buttons
 - a. Motioned by Denise; Seconded by Kimia
 - b. Motion status: passed

3. Motion for \$30 for snacks & drinks at clubs day and first WiCS in-person meeting
 - a. Motioned by Denise; Seconded by Archita
 - b. Motion status: passed

OPEN FLOOR

1. Fall WiCS general meetings
 - a. Weekly; Thursday 8pm
 - b. First meeting
 - i. Sep 7th 8PM
 - ii. Hybrid; location TBD

2. WiCS Exec social

- a. Date & Time: Sep 1 3pm
- b. Bowling!
- c. Let Harpreet & Denise know if you need a ride!

3. WiCS Clubs day

- a. Sign-up sheet, snacks, presentation
 - i. Any more ideas?
- b. Expecting more showups compared to the summer term

 ACTION ITEMS

RACHEL	<ul style="list-style-type: none"> ● Upload meeting minutes ● Add FROSH Icebreaker + Welcome Event to website ● Add Clubs Day to website
MABEL	<ul style="list-style-type: none"> ● Display case ● Work on next version of voted buttons
MANTAJ	<ul style="list-style-type: none"> ● CS 50th anniversary ● First fall newsletter release on September 6th <ul style="list-style-type: none"> ○ Include welcome message ○ WiCS-related events, hoodies, new common room ○ Check WiCS email, external opportunities
AYANA & SOPHIA	<ul style="list-style-type: none"> ● FROSH Welcome Event preparation
KATIE & ARCHITA	<ul style="list-style-type: none"> ● September event planning
KIMIA	<ul style="list-style-type: none"> ● September event planning
KAITLYNN	<ul style="list-style-type: none"> ● Conduct mentor interviews ● Mentorship program next steps
GAHEE & JASMINE	<ul style="list-style-type: none"> ● Welcome post ● Frosh event ● Clubs day ● Continue promoting Mentee applications and hoodies

Meeting ADJOURNED at 8:25PM