



Women in Computing Science Feb 2024 General Meeting

Date: February 7, 2024	Facilitators: Harpreet Dubb, Denise Siu
Location: Discord/Hybrid	Meeting Minutes: Rachel Seong

Meeting STARTED at 7:04PM

ATTENDEES

EXECUTIVES

Harpreet	Denise	Archita	Gahee
Mantaj	Kaitlynn	Sophia	Rachel
Kimia	Mabel		

MEMBERS

sumo	Merlia		
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MEETING AGENDA

☀ EXECUTIVE UPDATES

- Secretary - RACHEL
 - Meeting minutes uploaded
 - Continuing to update the website with recent event photos + social event announcements
- Treasurer - MABEL
 - Started end of year finance report & organizing finance details to share with CS Diversity Committee
- Communications Coordinator - MANTAJ
 - Sent out newsletter
 - WiCS 20th anniversary planning is going well :)
- Event Coordinator - AYANA & SOPHIA
 - Bubble tea + bingo social
 - Date/Time: Feb 15th 3-4:30PM
 - Haven't received confirmation of room booking yet

- b. Clay charm making social
 - i. Plenty of clay leftover; left in the same cabinet as the WiCS hoodies
 - ii. Event went well!
- c. Budget
 - i. Will be spending ~\$150 in March

5. Technical Coordinator - KATIE & ARCHITA

- a. Hack The Sem
 - i. All mentors & participants confirmed
 - ii. 4 groups of 4 people
 - 1. 1 mentor assigned to each group already
 - iii. Created discord server; people have joined already
 - iv. Launch day
 - 1. Saturday Feb 10th
 - 2. In person
 - 3. Attendance mandatory for all participants
 - 4. Haven't accounted for snacks for this day
 - a. WiCS has some chips in the common room available for use
 - v. Will be sending out registration form for the first workshop soon
 - 1. Form will always be released a week before the workshop
- b. Borealis AI
 - i. Will meet with them soon
 - ii. Would be nice to have at least one collab with just WiCS

6. Grad Coordinator - KIMIA

- a. Coffee chat with alumni
 - i. Had 8 attendees
 - ii. Will reimburse coffee for attendees
 - iii. Will send Starbucks or Amazon gift card to the alumni
- b. UBC WiCS collab event for grad students
 - i. Casual hangout at a coffee shop
 - ii. Will communicate with them and give updates next meeting

7. Mentorship Program Coordinator - KAITLYNN

- a. Have sent emails to mentors and mentees separately to have group meetups
- b. Sent out an email reminder about \$5 reimbursements/person that will be made for group activities

8. Social Media Coordinators - GAHEE & JASMINE

- a. Will post bubble tea bingo social promo

 UPCOMING EVENTS

Date	Event
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February 14, 2024	FAS Hot Chocolate Social + Painting Valentines event
February 15, 2024	Bubble Tea Social
February 16, 2024	20th Anniversary
March 7, 2024	Lunch & Learn with Parmit Chilana in Burnaby
March 8, 2024	Women in STEM IWD
March 11, 2024	Surrey collab event
March 13, 2024	Lunch & Learn with Ouldooz in Surrey
March 15, 2024	FAS Formal
ONGOING	GDSC x WiCS Hack The Sea

DISCUSSIONS

1. WiCS 20th Anniversary
 - a. Tickets are available!
 - b. Finalizing purchases and event details
 - c. Have enough day-of volunteers (organizers + 5 volunteers)

2. Lunch & Learn
 - a. Burnaby
 - i. March 7th
 - ii. Faculty: Parmit Chilana
 - iii. Led by Shatavisha
 - i. https://docs.google.com/forms/d/e/1FAIpQLSdDcQ2EC2yRaT6Y8h7A9yHy96gYB7LXXhHOJfwpFaHXDgZUw/viewform?usp=pp_url
 - ii. Promos will go out end of February
 - b. Surrey
 - i. March 13th
 - ii. Faculty: Ouldooz
 - iii. Led by Felicia
 - i. https://docs.google.com/forms/d/e/1FAIpQLScc4m0yZyHj6RElegPOo_ClldwZjPN5IVK-XjclMjuBBFNLA/viewform?usp=sharing
 - b. Will ask hosts to take photos

3. Surrey Collab
 - a. March 11th 1:30-5PM
 - b. Tote bag painting + sushi!
 - c. Location: Room in Surrey building
 - i. Do not need mandatory supervision from a Faculty member

ANNOUNCEMENTS

1. Discord - removing exec position from name on Discord
 - a. Now have exec positions as roles instead
 - b. Makes it less intimidating for non-execs to be more active in the Discord channels, where execs talk the most

MOTIONS

1. Motion \$160 for Bubble tea bingo social
 - a. Motioned by Sophia; Seconded by Gahee
 - b. Motion: passed
2. Motion \$150 for Surrey x FAS Girlies(?) event
 - a. Motioned by Gahee; Seconded by Archita
 - b. Motion: passed

OPEN FLOOR

1. Exec Constitution when2meet: <https://www.when2meet.com/?23364226-JuMAW>

ACTION ITEMS

RACHEL	<ul style="list-style-type: none">● Upload meeting minutes● Update website● Brainstorm other things to add to the website
MABEL	<ul style="list-style-type: none">● Send \$100 to CSSS for FAS Formal● Complete budget estimate for next year (deadline: March)● Reimburse Kimia for Coffee Chat social
MANTAJ	<ul style="list-style-type: none">● Send out newsletter● Add to external-opportunities● IWD slides● Run 20th!
AYANA & SOPHIA	<ul style="list-style-type: none">● Finalize Bubble Tea Social details● Meet with Avni for SFU Blueprint collaboration● Ayana - fill out the constitution when2meet
KATIE & ARCHITA	<ul style="list-style-type: none">● Continue running GDSC hackathon● Brainstorm WICS technical event● Updates on Schneider electric

	<ul style="list-style-type: none"> ● Future: check in on Borealis AI ● Fill out the constitution when2meet
KIMIA	<ul style="list-style-type: none"> ● Reimburse coffee for Coffee Chat ● Send thank you email and gift card to guest of Coffee Chat ● Reach out to UBC WiCS Grad team for collaboration ● Fill out the constitution when2meet
KAITLYNN	<ul style="list-style-type: none"> ● Continue mentorship program ● Start thinking about year end social ● Reimbursements ● Future: create FAS Formal channel
GAHEE & JASMINE	<ul style="list-style-type: none"> ● Bubble tea social poster + post ● 20th anniversary reminders ● FAS hot chocolate social story posts ● Future: <ul style="list-style-type: none"> ○ lunch & learn posts ○ IWD ○ Surrey collab ● Jasmine - fill out the constitution when2meet ● Gahee - Surrey collab planning

Meeting ADJOURNED at 7:34PM