

Chemistry Graduate Caucus at Simon Fraser University

Meeting Minutes

August 20, 2012

MBB Lounge 6000-Level

In Attendance:

Reagan Belan (President), Stanley Chang (Secretary), Graeme Suppes (TSSU Steward), Alisa Paterson (Social Coordinator), Danielle Wilson (Social Coordinator).

Regrets:

Shira Halperin (VP/GSS Councillor), Brandy Kinkead (Treasurer), Michael Jones (DGSC Rep/GSS Councillor Alternate), Ryan Roberts (TSSU Steward), Kyle Greenway (TSSU Steward), Venugopal Rao Challa (TSSU Steward), Hope Fan (Sports Rep/Interim Grad Info Coordinator).

Guest:

Rachel Ashley (former Social Coordinator)

1. Call to Order

- Meeting was called to order at 11:11 AM.

2. Appointment of the Speaker

- **MOVED** to appoint Reagan Belan as Speaker for this meeting.
(Chang/Wilson)
CARRIED.
- Reagan Belan (President) was appointed Speaker for this meeting.

3. Appointment of the Secretary

- **MOVED** to appoint Stanley Chang as Secretary for this meeting.
(Belan/Suppes)
CARRIED.
- Stanley Chang (Secretary) was appointed Secretary for this meeting.

4. Approval of Minutes

- No changes to the minutes from August 13, 2012 were suggested.
- **MOVED** to approve the minutes of the August 13, 2012 Chemistry Caucus meetings.
(Suppes/Paterson)
CARRIED.

5. New Graduate Students Welcome Tour

- The former Social Coordinator (Ashley) planned a tour for welcoming newly arriving graduate students on August 31, 2012. The tour will begin at the general office at 3:00 PM, and end at the Highland Pub.

- The Caucus has previously agreed to reimburse up to \$50-100 for the expenses at the Highland Pub. Currently the reservation is set for 30 people.
- The former Social Coordinator (Ashley) also encouraged members to find more volunteers for this tour.

6. Fall Semester Sales

- The President (Belan) reported that based on the email responses she received, the Caucus will book a table in the AQ for the first two weeks of the Fall 2012 semester. There will likely be more people scheduled for sales in the second week than the first week.
- The President (Belan) reported that booking an extra week in the AQ will cost about \$40.

7. Poster Competition

- The President (Belan) will speak to the Department Chair (Dr. Ye) regarding budget, date and planning for the poster competition in September.

8. Safety Goggles Purchases

- The Secretary (Chang) has already ordered 200 safety goggles from VWR International, and is awaiting delivery to the Department of Chemistry.

9. Reimbursements

- **MOVED** to reimburse Danielle Wilson the cost of \$25.00 for the liquor license for the BBQ social held on July 27, 2012. The funds will be drawn from the Caucus' Trust Account.
(Chang/Suppes)
Abstention (Wilson)
CARRIED.
- **MOVED** to reimburse Stanley Chang the cost of \$295.72 for the safety goggles purchase, which is required for the Fall 2012 semester. The funds will be drawn from the Caucus' Trust Account.
(Paterson/Wilson)
Abstention (Chang)
CARRIED.

10. Teaching Assistantship Assignments

- The former Social Coordinator (Ashley) reported that there's a shortage of TA assignments to the graduate students who really need the positions. The Caucus is encouraging the TSSU Rep (Suppes) and others to find out the policy for whom gets top priority in TA assignments.
- The Caucus also wants to find out what happens when a student doesn't get a TA position, and the boss also can't support him/her financially.

11. Upcoming GSS Workshop

- The President (Belan) reported that the GSS is holding a workshop on graduate student and supervisor relationship in September. She will send out an email reminder in the next while.

12. Conclusion

- **MOVED** to conclude the meeting.
(Belan/Ashley)
CARRIED.

Meeting concluded at 11:34 AM.