

**Chemistry Graduate Association at Simon Fraser University**

*Meeting Minutes*

May 7, 2013

**MBB Lounge 6000-Level**

*In Attendance:*

Alisa Paterson (Secretary), Brandy Kinhead (DGSC Representative), Michael Jones (President), Graeme Suppes (TSSU Steward), Danielle Wilson (GSS Councillor/Grad Info Coordinator)

*Regrets:*

Venugopal Challa (TSSU Steward), Kenny Lin (Treasurer), Reagan Belan (Vice-President/TSSU Steward), Nevena Cekic (Social Coordinator), Hope Fan (Sports Representative)

**1. Call to Order**

- Meeting was called to order at 11:14 AM in the MBB 6000-level lounge.

**2. Appointment of the Chair**

- **MOVED** to appoint Michael Jones as Chair for this meeting.  
Moved by: Alisa Paterson  
Seconded by: Danielle Wilson  
**MOTION CARRIED.**
- Michael Jones (President) was appointed Chair for this meeting.

**3. Appointment of the Secretary**

- **MOVED** to appoint Alisa Paterson (Secretary) as Secretary for this meeting.  
Moved by: Michael Jones  
Seconded by: Brandy Kinhead  
**MOTION CARRIED.**
- Alisa Paterson (Secretary) was appointed Secretary for this meeting.

**4. Approval of Minutes**

- **MOVED** to approve the minutes of the April 30, 2013 Chemistry Graduate Caucus meeting.  
Moved by: Michael Jones  
Seconded by: Brandy Kinhead  
**MOTION CARRIED.**

**5. New Student Orientation – Thursday May 16, 2013**

- The orientation will begin in SSB 7172 at 2:30 PM with a discussion about resources and expectations for the first year in graduate studies. This will be followed by a tour of Chemistry, MBB, and 4D labs given by Jones (President) and Kinhead (DGSC Rep), and then a mixer at the Highland Pub.
- Jones (President) and Kinhead (DGSC Rep) will meet and make a master list of equipment available to graduate students for research purposes.

- Volunteers for the orientation thus far are Graeme Suppes, Alisa Paterson, Brandy Kinkead and Michael Jones.

#### **6. Young Electrochemist Symposium 2013 – June 21, 2013**

- **MOVED** that the Chemistry Graduate Association submit an application for a Caucus Grant for the Young Electrochemist Symposium.

Moved by: Michael Jones

Seconded by: Alisa Paterson

**MOTION CARRIED.**

- **MOVED** that the Chemistry Graduate Association contribute up to \$250 for this event.

Moved by: Brandy Kinkead

Seconded by: Michael Jones

**MOTION CARRIED.**

#### **7. Fundraising**

- Jones (President) has ordered 300 lab coats and 400 adjustable goggles for fundraising. The lab coats were purchased for \$17.50 each and will be sold for \$25.
- Jones (President) will send a chem-all email to advertise the sales.

#### **8. Reimbursements**

- **MOVED** that the Chemistry Graduate Association reimburse Michael Jones \$225 from Core Funds for the food purchased from the Himalayan Peak for the International Student Immigration Lawyer event on May 2, 2013

Moved by: Brandy Kinkead

Seconded by: Alisa Paterson

**MOTION CARRIED.**

#### **9. Soccer Social**

- The Caucus is still awaiting the finalization of dates for this event.

#### **10. Adjournment**

- **MOVED** to conclude the meeting.

Moved by: Michael Jones

Seconded by: Alisa Paterson

**MOTION CARRIED.**

*Meeting concluded at 11:35 AM.*