

**Chemistry Graduate Association at Simon Fraser University**

*Meeting Minutes*

October 4, 2013

**6000-level MBB Lounge**

*In Attendance:*

Nevena Cekic (President), John Thompson (Treasurer), Alisa Paterson (Secretary), Kate Prosser (DGSC Representative), Reagan Belan (TSSU Steward), Jennifer Pore (TSSU Steward/Sports Representative), Graeme Langille (Sports Representative), Stephanie Chang (Social Coordinator/Graduate Information Coordinator), Dustin Duncan (Social Coordinator)

*Regrets:*

Ryan Clarke (Vice-President), Mahsa Gharibimarzancola (GSS Councillor), Fatima Garcia (GSS Councillor Alternate/DGSC Representative), Kenny Lin (TSSU Steward), Saeideh Shamsi (TSSU Steward), Heather Wiebe (Social Coordinator), Usman Rizwan (TSSU Steward)

*Former Caucus:*

Graeme Suppes (Former TSSU Steward), Brandy Kinkad (Former DGSC Representative), Michael Jones (Former President), Danielle Wilson (Former GSS Councillor/Grad Info Coordinator)

**1. Call to Order**

- Meeting was called to order at 10:27 AM in the 6000-level MBB Lounge

**2. Appointment of the Chair**

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

**4. Approval of Minutes**

- **MOVED** to approve the minutes of the September 25, 2013 Chemistry Graduate Caucus meeting.  
Moved by: Michael Jones  
Seconded by: Brandy Kinkad  
**MOTION CARRIED.**

## 5. Elections Continued

- As the elections conflicted with the schedules of some graduate students, a few more students have since volunteered to join the Caucus. M Khaled Arafeh had to step down from the role of TSSU Steward for personal reasons.
- MOVED** to approve Graeme Langille as an acclaimed Sports Representative for the Chemistry Graduate Association for the 2013-2014 academic term.

Moved by: Michael Jones

Seconded by: Alisa Paterson

**MOTION CARRIED.**

- MOVED** to approve Usman Rizwan as an acclaimed TSSU Steward for the Chemistry Graduate Association for the 2013-2014 academic term.

Moved by: Michael Jones

Seconded by: Alisa Paterson

**MOTION CARRIED.**

## 6. Updated Caucus Contact List

Full Name	Position	Email
Nevena Cekic	President	ncekic@sfu.ca
Ryan Clarke	Vice-President	rmclarke@sfu.ca
John Thompson	Treasurer	jrthomps@sfu.ca
Alisa Paterson	Secretary	arp4@sfu.ca
Mahsa Gharibimarzancola	GSS Councillor	mgharibi@sfu.ca
Fatima Garcia	GSS Councillor Alternate	fatima_garcia@sfu.ca
Kate Prosser	DGSC Representatives	kprosser@sfu.ca
Fatima Garcia		fatima_garcia@sfu.ca
Reagan Belan Jennifer Pore Kenny Lin Usman Rizwan Saeideh Shamsi	TSSU Stewards	rab11@sfu.ca jpore@sfu.ca kla103@sfu.ca usmanr@sfu.ca sshamsik@sfu.ca
Heather Wiebe Stephanie Chang Dustin Duncan	Social Coordinators	hawiebe@gmail.com swc7@sfu.ca dustin_duncan@sfu.ca
Jennifer Pore Graeme Langille	Sports Representatives	jpore@sfu.ca ggl3@sfu.ca
Stephanie Chang	Graduate Information Coordinator	swc7@sfu.ca

## 7. Poster Competition (October 4, 2013)

- The old Caucus is hosting this event with the help of the new Caucus.
- Paterson (Secretary) will pick up the keg and call Jones (former President) once she is on the way to campus.

- **Set-up (1:30 PM):** Graeme Suppes, Graeme Langille, Nevena Cekic, and Brandy Kinkead will set up non-alcoholic beverages, signs, liquor license, coolers, etc.
- **Alcohol and Food Set-up (2:30 PM):** Michael Jones, Alisa Paterson, Kate Prosser, and Stephanie Chang will set up the alcoholic beverages and Costco food.
- **Himalayan Peak Pick-Up (3:45 PM):** Brandy Kinkead, Fatima Garcia, and anyone else available will pick up food from the Himalayan Peak.
- **Clean-up (~7:00 PM):** Alisa Paterson, Nevena Cekic, Dustin Duncan, Mahsa Gharibi, and Fatima Garcia will clean-up the Atrium.

#### 8. Finances

- Given that the Caucus went over-budget for the Poster Competition (a cost of approximately \$750), and the Chemistry Department still owes the Caucus money for the Soccer Social, Kinkead (Former DGSC Rep) proposed requesting a refund from the Chemistry Department for the entirety of the Poster Competition instead of a partial refund for each event, in order to make the refund process simpler.
- Jones (Former President) will speak to the Chair of the Department (Zuo-Guang Ye) to discuss this possibility.

#### 9. Spooktacular

- Graduate student volunteers are requested for this Halloween event. The Caucus will draft an email to chem-all.

#### 10. Caucus Office Space

- The Caucus is receiving office space in 4D labs. The Caucus will reimburse whoever submitted the deposit for the key if it should get lost.

#### 11. Adjournment

- **MOVED** to conclude the meeting.  
Moved by: Reagan Belan  
Seconded by: Nevena Cekic  
**MOTION CARRIED.**

*Meeting concluded at 10:51 AM.*