WiCS General Meeting Agenda  
March 16th, 2023

Attendees: Harpreet, Denise, Katie, Mehreen, Clare, Manya, Kaitlynn, Saba

Meeting started at 6:03pm

- **Updates**
  - **WiCS execs**:
    - **i. Secretary - Rachel**
      - Meeting minutes are uploaded
      - Shared the GHC grant info on our website
      - Shared mentor lunch info + link on website
      - Working on a technical workshops page
    - **ii. Treasurer - Manya**
      - Reimbursed IWD social, IWD Giveaway, common room supplies and gift cards
    - **iii. Communications Coordinator - Katie**
      - Newsletter ready to go
      - Sent an individual email for SFU x UBC event
    - **iv. Event Coordinator - Kaitlynn & Clare**
      - Canceled biweekly session, less interest
      - a. Will work on revamping it for the next semester
      - Preparing for painting social event with UBC WiCS (see below for more updates)
  - **v. Technical Coordinator - Mehreen & Anagha**
    - Gift cards reimbursed for Telus event
    - CS Diversity event recap (see below)
    - Planning for AWS event, promotions starting soon
  - **vi. Grad Coordinator - Vishakha**
    - No updates
  - **vii. Social Media Coordinators - Angela**
    - Posted IWD giveaway, CS diversity event, UBC x SFU painting social
    - Plans to post a recap for the CS diversity event, GHC, Mentor Lunch

- **Spring 2023 Events**
  - **NOTE:** add events to the [WiCS Google Calendar](#)
  - **Social Events**
    - **i. UBC WiCS x SFU WiCS Collab event - March 17th, 6-9PM**
      - Donations from Bon Macarons
      - Canvases arrived
      - Still need to confirm food, will likely be pizza
      - Kaitlynn motions an additional $30 for food
      - a. Clare seconds, no objections
b. Motion passes
   ii. FAS Formal - March 24th, 5-1AM
   iii. Happy Hour
      ○ Will start planning after UBC event

• Upcoming technical events?
  i. Collab with Women’s Centre
  ii. JavaScript workshop
     ○ Mehreen to check in with Anagha about details
  iii. AWS - May 11th
     ○ Around 40-60 people allowed to attend
     ○ Google Form ready to go

• Upcoming grad events?
  i.

• Mentor Lunch - March 28th, 12-1PM
  i. Angel Chang
  ii. Biercraft, Burnaby
  iii. Organized by Archita
  iv. 2 signups

• CS Diversity Event Recap
  • Around 60 people showed up!
  • Left over food, but it was left in the CSSS CR
  • Working with Valerie to figure out budget, will get in touch with Manya once it is finalized

• IWD Giveaway Update
  • Winners selected and gift cards have been sent out
  • Three giftcards of $60 total

• Mentorship Program
  • Kaitlynn motions $250 for end of semester gift cards
    i. Mehreen seconds, no objections motion passes
    ii. $10 x 25, will increase to $15 if there is less response

• FAS Formal
  • Kaitlynn motions $250 for FAS Formal venue and tickets
    i. Mehreen seconds, motion passes
  • Invitation email was sent out to Oulooz last night, no response yet
    i. Goes under CSSS funding

• End of Semester Care Packages
  • Planning: 📦 WiCS End of Semester Care Packages
  • Looking into quantity and cost, within budget of $150
  • Reach out to companies (ex. redbull)
i. Clare will ask for redbull cases
   • Week of April 3rd — before exams start
   • In the common room, first come first serve

- **Elections for 2023-2024 Executive Team**
  - ExeCs - start thinking about transfer guides!
    [link](https://drive.google.com/drive/folders/1H0oSFzeZcNNT6HmwmvCKQIpeIA9Jj6D3?usp=sharing)
  - Election officer - Shiva
  - Shiva has prepared the deliverables and communicated details to Angela and Katie
  - **Elections Timeline**

<table>
<thead>
<tr>
<th>Date</th>
<th>Item</th>
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<tbody>
<tr>
<td>March 2nd</td>
<td>Finish Constitution + adding new roles</td>
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<tr>
<td>March 18th</td>
<td>Send out nominations WebSurvey</td>
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<td>March 31st</td>
<td>Nomination Deadline</td>
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<td>April 1st</td>
<td>Send out Election WebSurvey</td>
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<td>April 14th</td>
<td>Election voting Deadline</td>
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<td>~ end of April?</td>
<td>Send out results</td>
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- **StormHacks (SFU Surge) - Sponsor**
  - Might not benefit from it, currently tight on budget
  - Team votes no to sponsoring

- **Ouldooz**
  - Katie volunteers for CAN-CWIC
    i. Registration is covered for volunteers
  - Mehreen volunteers to be a panelist
  - **Budget meeting**
    i. GHC and CAN-CWIC
      o GHC 5 grants, hopefully $1500 (last year $1300)
      o CAN-CWIC 2 grants, $800
      o Hopefully other potential grants
    ii. Wants to get an idea of what we think our budget should be
      o Get blurb about our events and how we want to spend
      o Will be proposed to school of CS
      o Send official funding proposal in march
    iii. Notes from team
      o Technical Events (this year — $150)
        a. Did a lot of new initiatives
b. In person, need more for food/refreshments, prizes
   c. CS Diversity was over $200
   d. Move technical should be closer to events budget ($1000)

   Events
   a. Food is biggest expense
   b. Room bookings (off campus) - if we want to do more
      i. SUB isn’t free, need to go through CSSS
   c. Some funds could be reallocated - supplies can be reused, we already have lots
   d. Aim higher, we could always use more
      i. Spent more this year than previous years
      ii. In person events!
      iii. Could do prizes (gift cards) with more budget, had to get sponsors

   e. Propose ($1500)

   • CS Diversity Award
   • New CS manager soon (Natalie)
      i. Could be to meet with new manager to discuss WiCS

   • Grace Hopper Conference 2023
     • 2 grants of $1400 each
     i. Deadline was for March 17th, extended to April 7th

   • Common Room
     • Made a list of all items in tasc
     i. TASC 9204 Cabinet Catalogue
     ii. Please update after you take/ use anything!

     • Cleaning requested
     • The move to the new CR will probably be next month

   • Funding
     • As of March 12th: WICS 2022/2023 Funding

   • Open floor
     •

   • WiCS Constitution - #4
     • WiCS Constitution January 2023 - Pending

Meeting adjourned at 6:58pm