Women in Computing Science
Sept 2023 General Meeting

**Date:** September 28th, 2023

**Facilitators:** Harpreet Dubb, Denise Siu

**Location:** Discord

**Meeting Minutes:** Rachel Seong

Meeting STARTED at 8:05PM

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**ATTENDEES**

**EXECUTIVES**

<table>
<thead>
<tr>
<th>Harpreet</th>
<th>Denise</th>
<th>Archita</th>
<th>Kaitlynn</th>
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<tbody>
<tr>
<td>Ayana</td>
<td>Mantaj</td>
<td>Kimia</td>
<td>Rachel</td>
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<td>Gahee</td>
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**MEMBERS**

<table>
<thead>
<tr>
<th>Fatemeh</th>
<th>Stephanie</th>
<th>sumo</th>
<th>Avni</th>
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<tr>
<td>Mehreen</td>
<td>Visha</td>
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**MEETING AGENDA**

**☀ EXECUTIVE UPDATES**

1. **Secretary - RACHEL**
   a. Meeting minutes uploaded
   b. Will post announcements about events coming up in the next 1-2 weeks

2. **Treasurer - MABEL**
   a. Finalizing stickers; 3 designs were chosen
   b. Will reimburse for mentorship kickoff event

3. **Communications Coordinator - MANTAJ**
   a. Newsletter is almost ready
   b. Will add some pictures to the newsletter
   c. CS 50th anniversary event
      i. Met some WiCS alumni
4. Event Coordinator - AYANA & SOPHIA
   a. Women in MATH collab
      i. Ice skating event
      ii. Location: Bill Copeland Sports Centre
      iii. Date & Time: Nov 3rd 5:30-8PM
      iv. Eat first on campus -> take bus altogether to rink
      v. Will create the Google form for signups + discuss budget soon
   b. Pumpkin carving/painting? event
      i. Late October?
      ii. Contact Nesters early + in person
         1. Contact info in the Event Coordinator transition guide in WiCS Google Drive

5. Technical Coordinator - KATIE & ARCHITA
   a. Cybersecurity workshop
      i. Date & Time: October 11th
      ii. Location: ASB 9703
         1. May have technical issues; suggest going early!
   b. Borealis AI
      i. Interested in collabing with WiCS
      ii. Hoping for a collab in November
   c. Google
      i. Harpreet responded to Google showing our interest in collabing with them
         1. Have suggested Tuesday Oct 24 2:30 - 4:30PM as event date/time
      ii. Will meet with them this week
      iii. Need to decide topic ideas this week, or else will be a general Q&A style
      iv. Could invite WiE, Women in STEM, etc.

6. Grad Coordinator - KIMIA
   a. Grad BierCraft event
      i. 24 signups!!; closed the form due to too many signups
      ii. Sent first 10 signups their prizes 😊
   b. Small career fair
      i. In November
      ii. Fortinet is interested
      iii. Note: Borealis may be interested in grad events b/c they are looking for researchers!

7. Mentorship Program Coordinator - KAITLYNN
   a. Mentorship kickoff event
      i. 30-40 showups
      ii. Everything went well! 😊 Mentees & mentors connected
      iii. Gave panelists gift cards
      iv. Went over budget on food; will motion for extra charges

8. Social Media Coordinators - GAHEE & JASMINE
a. WiCS Hoodies
   i. ETA: Oct 9th
b. SSSS x WiCS Girlies Noon
   i. Date: Oct 6th
   ii. Concern: may be affected by the SFU TA Strike (quite not so peaceful...)
      1. May be difficult to get around; event may be intruded
      2. Strike expected to continue for a long period
   iii. If postponed, will have to be postponed for quite a while (-> November?)
      1. Lots of upcoming events in October
   iv. May have to change the location
      1. Plan B: booking a room at the Surrey Library - City Centre
      2. Bookings are 2 hrs max
      3. $10-45/hr; will have to come from the WiCS budget
   v. Costs so far
      1. $100 on food
      2. $80 on supplies (beads)
   vi. Promos will be up next week

☀ UPCOMING EVENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>September 29th</td>
<td>Grad BierCraft Night</td>
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<tr>
<td>October 6th</td>
<td>SSSS x WiCS Girlies Noon</td>
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<td>October 11th</td>
<td>Cybersecurity Workshop</td>
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<td>October 12th</td>
<td>Mentor Lunch - Burnaby</td>
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<td>October 13th</td>
<td>FAS Fall Social - Ultimate Frisbee Tournament</td>
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<td>October 14th</td>
<td>Try/CATCH</td>
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<td>October 24th</td>
<td>Google x WiCS Q&amp;A Session</td>
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<td>November 3rd</td>
<td>WiCS x WiM Ice Skating</td>
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☀ DISCUSSIONS

1. Burnaby + Surrey Mentor Lunch
   a. Burnaby mentor lunch
      i. Led by Stephanie
      ii. Date: Oct 12th 12:30-1:30PM
      iii. Location: BierCraft, Cornerstone
      iv. Reservations made
v. Google form application deadline: Oct 8th
   b. Surrey mentor lunch
      i. Planned by Mantaj
      ii. Expected Date: early Nov
      iii. Location: White Spot near Surrey Central

2. Hoodies, Keychains, Stickers
   a. Denise will make more keychains after GHC

3. Display Case
   a. Added a laser cut QR code! (QR doesn’t actually work)
   b. Added an arrow sign to the common room
   c. Will continue to add more 😊

4. FAS Fall Social
   a. Date: Oct 13th 4:30-8:30PM
   b. Ultimate frisbee tournament
   c. Wanted WiCS to promote the event
      i. Will include info in our newsletter, Discord, Instagram post?

5. NNECT Sponsorship
   a. Interested in partnership/sponsorship
   b. student-led food delivery group startup
   c. No notable benefits for WiCS
   d. May overcomplicate things by introducing a third party
   e. Decision: no partnership :/

6. Yearly Sponsorships
   a. Fortinet
      i. Currently sponsoring Try/Catch
      ii. Told us to contact them again for event sponsorships in the future
      iii. Could sponsor us with panelists, finances, etc. when in need
   b. Pro: more funding & assistance
   c. Con: may require more work (e.g. reports)
   d. UBC WiCS gets yearly sponsorships; could ask them how it is
      i. Will set up a meeting with them to gain insights into funding amounts, experiences, etc.
   e. Will have a separate internal meeting (outside of general meetings) to discuss yearly sponsorships

7. Try/CATCH 2023
   a. Registration opened
   b. ~38 signups with 2 week left
   c. Need more promotion

☀ MOTIONS

1. Motion $51.48 for food @ Mentorship kickoff event
   a. Motioned by Kaitlynn; Seconded by Gahee
2. Motion $150 for Burnaby mentor lunch
   a. Motioned by Stephanie; Seconded by Ayana
   b. Motion: passed

**OPEN FLOOR**

1. Rename mentor lunch b/c people are getting it confused with the mentorship program

**ACTION ITEMS**

| RACHEL       | ● Upload meeting minutes  
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<th>● Post events to website</th>
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| MABEL       | ● Final 3 sticker budget 
|             | ● Figure out budget for stickers 
|             | ● Reimbursements for Mentorship Program kickoff, samosas |
| MANTAJ      | ● Mentor lunch Surrey planning 
|             | ● Newsletter - FAS FALL Social, WiCS Events |
| AYANA & SOPHIA | ● Skating Event planning 
|             | ● Finalize pumpkin details + contact Nesters 
|             | ● Women in Math Collab planning |
| KATIE & ARCHITA | ● WiCS x Google Q&A planning 
|             | ● Cybersecurity planning 
|             | ● Borealis AI communication |
| KIMIA       | ● Host the BierCraft social 
|             | ● Start/continue planning future grad events |
| KAITLYNN    | ● Mentorship Program coordination |
| GAHEE & JASMINE | ● Post SSSS Girlies, Mentor Lunch, Cybersecurity, FAS Fall Social 
|             | ● Exec T-shirts |

Meeting ADJOURNED at 9:15PM