Women in Computing Science
Jan 2024 General Meeting

**Date:** January 10, 2024  
**Facilitators:** Harpreet Dubb, Denise Siu

**Location:** Discord/Hybrid  
**Meeting Minutes:** Rachel Seong

Meeting STARTED at 7:05PM

### ATTENDEES

<table>
<thead>
<tr>
<th>EXECUTIVES</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Harpreet</td>
<td>Denise</td>
<td>Mantaj</td>
<td>Mabel</td>
</tr>
<tr>
<td>Kaitlynn</td>
<td>Rachel</td>
<td>Archita</td>
<td>Gahee</td>
</tr>
<tr>
<td>Sophia</td>
<td>Kimia</td>
<td>Ayana</td>
<td>sumo</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MEMBERS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Isabelle</td>
<td>Shatavisha</td>
</tr>
</tbody>
</table>

### MEETING AGENDA

🌟 **WELCOME!**

🌟 **EXECUTIVE UPDATES**

1. Secretary - RACHEL  
   a. Last meeting minutes uploaded  
   b. GHC experiences uploaded on website  
   c. Past WiCS exec list added to the website  
      i. Has some gaps for certain years due to missing data  
   d. Added announcements about Orbis event, FAS scholarships, Networking Night to website

2. Treasurer - MABEL  
   a. Prepared budget summary

3. Communications Coordinator - MANTAJ  
   a. First newsletter coming out on next Monday 1/15  
   b. WiCS 20th anniversary planning is going well
4. Event Coordinator - AYANA & SOPHIA
   a. Will start planning the first social of the semester
      i. Will create a poll for event ideas in the poll channel

5. Technical Coordinator - KATIE & ARCHITA
   a. GDSC collab
      i. Semester long hackathon
      ii. 4 people per team; limited to 4 teams total
      iii. Have created timelines for workshops & submission deadlines
      iv. Meeting with GDSC tmr to discuss how to promote this opportunity
   b. Schneider Electric
      i. Katie will give updates next meeting
   c. Orbis Investments Office tour
      i. Jan 25th 4-6PM
      ii. First come first serve; 15 spots

6. Grad Coordinator - KIMIA
   a. Virtual coffee chat w/ alumni
      i. Early February
      ii. Alumni not confirmed yet
      iii. Will send out details by the end of this week

7. Mentorship Program Coordinator - KAITLYNN
   a. Sent out email on Monday about $5 reimbursements that will be given out for anything used towards the mentorship group socials

8. Social Media Coordinators - GAHEE & JASMINE
   a. Please give social media coordinators AT LEAST 4 days to prepare posters
   b. Will post promos for upcoming events, including Networking Night mentor/panelist bios, Orbis office tour

🌟 UPCOMING EVENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan 12</td>
<td>FAS Hot Chocolate Social</td>
</tr>
<tr>
<td>Jan 18</td>
<td>FAS information session, tour for high school students</td>
</tr>
<tr>
<td>Jan 18</td>
<td>Clubs Day</td>
</tr>
<tr>
<td>January 25, 2024</td>
<td>Orbis Office Tour</td>
</tr>
<tr>
<td>January 30, 2024</td>
<td>Networking Night</td>
</tr>
</tbody>
</table>
Early February | Grad coffee chat w/ alumni
February 16, 2024 | 20th Anniversary
March 8th, 2023 | Women in STEM IWD

**DISCUSSIONS**

1. Networking Night 2024
   a. Planning is going well
   b. Promos are going out
   c. Weekly meeting on Wednesday 8pm

2. WiCS 20th Anniversary
   a. @ SUB ballroom
   b. Planning going well
   c. If you know WiCS alumnus, invite them!

3. CSSS Shared Common Space Storage
   a. Lee offered us to share the common space storage with CSSS in exchange of our current TASC cabinet
   b. Disadvantages
      i. New storage is farther from TASC9204 (where many of WiCS socials are held)
      ii. CSSS has a lot of supplies, and we need to share space with them
      iii. The new storage space is close to our common room, but this room is temporary
   c. Rumors that our TASC cabinet will soon be taken away anyways to be used for another purpose
   d. Decision - decline the offer & keep the TASC closet

4. Budget summary
   a. ![wicsmoneys.ppt](attachment:wicsmoneys.ppt)
   b. Have some extra money; let Mabel know if your area needs more budget

5. Clubs Day
   a. Jan 18th 11am-2pm
   b. Please volunteer to represent WiCS @ our table! Sign up by Jan 15th
      i. [https://www.when2meet.com/?23058349-D3R6N](https://www.when2meet.com/?23058349-D3R6N)
      ii. @ event: get people to sign up for our newsletter and follow our socials, give out wics merch

6. Mentor Lunch (new name: “Lunch & Learn”)
   a. Paid lunch with a female FAS faculty member; ~4 students
   b. Good opportunity for non-exec members to get involved and lead something 😊
   c. 1 in Burnaby, 1 in Surrey this term
      i. Visha is interested in leading the Burnaby lunch
      ii. Gahee will ask SoSy students if anyone’s interested in leading the Surrey lunch
7. FAS information session, tour
   a. Any volunteers?
   b. Claire shared her project for FAS Student Spotlight; will ask her if she would like to share it at this info session as well

8. Fall Reflection

☀ Announcements

1.

☀ MOTIONS

1. Motion $52.63 for WiCS meetings/social
   a. Motioned by Denise; Seconded by Sophia
   b. Motion: passed

☀ OPEN FLOOR

1. Try/Catch blog has been posted and sent to FAS!

2. SSSS is planning this term’s “girly” event
   a. Pottery painting @ Lougheed
   b. If this is the case, WiCS won’t have a Surrey social
      i. Event coordinators may need to consider holding a separate Surrey WICS social
<table>
<thead>
<tr>
<th><strong>ACTION ITEMS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RACHEL</strong></td>
</tr>
</tbody>
</table>
| ● Upload meeting minutes  
| ● Keep updating the website |
| **MABEL**        |
| ● Continue updating budget/reimbursements |
| **MANTAJ**       |
| ● Draft and send out newsletter  
| ● Keep up with polls channel  
|   ○ Poll for food decorating vs craft events |
| **AYANA & SOPHIA** |
| ● Finalize details for first event of the semester  
| ● Brainstorm for the rest of the socials  
|   ○ Think about hosting a social event in Surrey  
| ● Coordinate with SFU Blueprint? |
| **KATIE & ARCHITA** |
| ● Continue on GDCS collab  
| ● Orbis Office Tour  
| ● Follow up with Schneider Electric |
| **KIMIA**        |
| ● Finalize Alumni speaker and details for alumni chat  
| ● Start brainstorming future events for the rest of the semester |
| **KAITLYNN**     |
| ● Start planning mentorship social  
| ● Work on reimbursements  
| ● Ensure meetings are happening and check in with mentors/mentees |
| **GAHEE & JASMINE** |
| ● Posts:  
|   ○ Orbis Office Tour  
|   ○ Networking Night  
|   ○ GHC projects & CAN-CWIC Projects link to website on story  
|   ○ Clubs day on story  
|   ○ 20th anniversary  
| ● Future Posts:  
|   ○ Women in STEM IWD  
|   ○ IWD contest  
|   ○ Grad, Social, Technical |

Meeting ADJOURNED at 8:04PM