Women in Computing Science
Feb 2024 General Meeting

Date: February 28, 2024
Facilitators: Harpreet Dubb, Denise Siu

Location: Discord/Hybrid
Meeting Minutes: Rachel Seong

Meeting STARTED at 7:03PM

ATTENDEES

<table>
<thead>
<tr>
<th>EXECUTIVES</th>
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<tbody>
<tr>
<td>Harpreet</td>
<td>Denise</td>
<td>Mabel</td>
<td>Gahee</td>
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<tr>
<td>Ayana</td>
<td>Kimia</td>
<td>Archita</td>
<td>Rachel</td>
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<td>Sophia</td>
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<th>MEMBERS</th>
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<tr>
<td>Angela</td>
<td>sumo</td>
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MEETING AGENDA

🌟 EXECUTIVE UPDATES

1. Secretary - RACHEL
   a. Meeting minutes uploaded
   b. Set WiCS About page as the main page on the WiCS website

2. Treasurer - MABEL
   a. Created budget breakdown report for CSDC
   b. Will make reimbursement for motions
   c. Figuring out finances for WiCS 20th anniversary & Networking night 2024

3. Communications Coordinator - MANTAJ
   a. Newsletter went out
      i. Will add a link to the meeting minutes
   b. Attended the CSDC meeting on behalf of WiCS

4. Event Coordinator - AYANA & SOPHIA
a. Collab with SFU Blueprint
   i. Date/Time: March 22nd 3-5PM
   ii. Ted-talk + networking
      1. Talk topic: algorithms that are good to know for interviews
      2. Speaker: Masters student from SFU Blueprint
   iii. Food: pizza
   iv. Expenses
      1. SFU blueprint is contributing $50; WiCS is covering the rest (mostly pizza)
      2. Pizza for a large group can get expensive; provide snacks instead?
   v. Attendees
      1. SFU blueprint wanted to open up the event to all students
      2. Should ensure that at least half of the spots can be WiCS members, since we are covering a large portion of the costs

b. Could plan one more smaller event for this semester

5. Technical Coordinator - KATIE & ARCHITA
   a. Hack the sem
      i. Sudden Technologies wanted to sponsor the hackathon
         1. Will allow sponsor to give a 15 min presentation + have a company rep in the judging committee
      ii. Will send out registration form for next workshop
      iii. Teams are keeping up the spirit 😊
   b. Borealis AI
      i. Was interested in hosting an office tour
         1. Their new office will be available in April; could postpone the event to next term
   c. Teck Office Tour
      i. March 26th
      ii. WiE will be involved as well
   d. Discussing collabs with AWS and Schneider Electric

6. Grad Coordinator - KIMIA
   a. Grad Biercraf social
      i. Date: likely March 21st
      ii. Will send out details by tomorrow
   b. UBC WiCS never responded; will discard the idea of a UBC x SFU joint social

7. Mentorship Program Coordinator - KAITLYNN
   a. Received some photos from mentorship groups
      i. Will share them with social media coordinators for mentorship program related posts

8. Social Media Coordinators - GAHEE & JASMINE
   a. Will post lunch & learn poster
   b. Yet to receive WiE’s response to the suggestion of making a collaborative IWD post
   c. Please get event details to Gahee early in advance so that there is enough time to prepare posters
**UPCOMING EVENTS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tr>
<td>March 7, 2024</td>
<td>Lunch &amp; Learn with Parmit Chilana in Burnaby</td>
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<td>March 8, 2024</td>
<td>Women in STEM IWD</td>
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<tr>
<td>March 11, 2024</td>
<td>FAS Girlies in Surrey</td>
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<tr>
<td>March 13, 2024</td>
<td>Lunch &amp; Learn with Ouldooz in Surrey</td>
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<td>March 15, 2024</td>
<td>FAS Formal</td>
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<td>March 21, 2024</td>
<td>BierCraft Grad Social</td>
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<tr>
<td>March 22, 2024</td>
<td>SFU Blueprint collab social</td>
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<tr>
<td>March 26, 2024</td>
<td>Teck office tour</td>
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<tr>
<td>ONGOING</td>
<td>GDSC x WiCS Hack The Sem</td>
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**DISCUSSIONS**

1. **WiCS 20th Anniversary**
   a. Event went well; received positive feedback!
      i. “Best student-led event I’ve seen” - alumni
   b. Will have last meeting on upcoming Monday

2. **Lunch & Learn**
   a. Will add 1 more student seat for these events
      i. Now 5 students + 1 faculty
   b. Burnaby
      i. 13 signups
      ii. Will select attendees this week
   c. Surrey
      i. 

3. **FAS Girlies in Surrey**
   a. Date/time: March 11th 1:30-5PM
   b. Location: SFU Surrey Engineering building (exact room TBD)
   c. Will buy 36 tote bags - $200
   d. WiCS is contributing $150
   e. Food: sushi, pizza, samosas, etc.
   f. Will send out promos after event room is booked
   g. Contact Gahee if interested in helping set up the event
4. Summer 2024 - Spring 2025 Elections
   a. Election officer: Harpreet
   b. Election timeline has been shared with marketing team
   c. Will work on the web survey for the election

5. End of Semester Care Packages
   a. Need a volunteer to organize it; can be non-exec

6. Constitution
   a. WiCS Constitution February 2024

7. International Women’s Day Social
   a. Friday March 8th 3-6PM
   b. Mantaj has created slides; will share with other clubs so that they can add their portion to it
   c. Would be helpful to have some volunteers setup/cleanup
   d. Ayana will speak about WiCS at the event; script will be provided

8. FAS Meeting updates
   a. Drew left the Student Affairs role; new person: Nancy
      i. Nancy is available on both campuses
      ii. Nancy will create a master sheet for all clubs to add their events to, in order to prevent conflicts
   b. Shared guidelines about working with minors

9. CSDC Meeting updates
   a. Will soon have a meeting for next year’s budget
   b. Proposed a CAN-CWIC watch party + our own smaller-scale event in Vancouver
      i. Need more details in order to discuss; will bring topic up at the budget meeting

☀ Announcements

1. Execs - start reviewing Transfer guides for next execs!
   a. @ WiCS google drive
   b. Update info as needed
   c. Due at the end of April (exact date TBD)

☀ MOTIONS

1. Motion $100 for SFU Blueprint collab
   a. Motioned by Ayana; Seconded by Kimia
   b. Motion: passed

2. Motion $150 for International Women’s day event
   a. Motioned by Ayana; Seconded by Angela
   b. Motion: passed
3. Motion $32.42 for Common room supplies
   a. Motioned by Denise; Seconded by Mantaj
   b. Motion: passed

4. Motion $30.15 for WiCS social
   a. Motioned by Denise; Seconded by Mantaj
   b. Motion: passed

5. Motion $150 for Burnaby Lunch & Learn w/ Parmit
   a. Motioned by Denise; Seconded by Mantaj
   b. Motion: passed

☀ OPEN FLOOR

1. WiCS display case & common room ideas?
   a. Wallpaper for WiCS display case
   b. Get more framed photos
   c. A kettle for the common room
   d. New microwave
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<thead>
<tr>
<th><strong>ACTION ITEMS</strong></th>
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| **RACHEL**       | ● Upload meeting minutes  
                  | ● Update website         |
| **MABEL**        | ● Complete budget estimate for next year (deadline: March)  
                  | ● Reimbursements         
                  | ● Coordinate Networking Night and 20th Anniversary finances |
| **MANTAJ**       | ● Send out newsletter  
                  | ● Check email and keep up with correspondence  
                  | ● Add to #external-opportunities  |
| **AYANA & SOPHIA** | ● Finalize details on Blueprint collab  
                        | ● Help out with IWD event  
                        | ● Consider planning one smaller events |
| **KATIE & ARCHITA** | ● Continue Hack the Sem  
                         | ● Borealis AI office tour planning  
                         | ● Teck office tour planning  
                         | ● Schneider Electric  
                         | ● AWS |
| **KIMIA**        | ● Grad BierCraft Social planning  
                  | ● UBC WiCS event         |
| **KAITLYNN**     | ● Mentorship program group check ins  
                  | ● End of Semester social planning  
                  | ● Get photos for recap post |
| **GAHEE & JASMINE** | ● Posters: FAS Girlies in Surrey, Lunch & Learn with Ouldooz in Surrey, Biercraft Grad Social, SFU Blueprint collab social, Teck office tour, Mentorship social  
                            | ● Event reminders  
                            | ● IWD giveaway |

Meeting ADJOURNED at 8:05PM