Women in Computing Science
Feb 2024 General Meeting

Date: February 14, 2024
Facilitators: Harpreet Dubb, Denise Siu
Location: Discord/Hybrid
Meeting Minutes: Rachel Seong

Meeting STARTED at 7:02PM

ATTENDEES

EXECUTIVES
Harpreet  Denise  Mantaj  Rachel
Sophia    Jasmine  Gahee  Ayana
Kaitlynn  Mabel

MEMBERS
Felicia  sumo

MEETING AGENDA

🌞 EXECUTIVE UPDATES

1. Secretary - RACHEL
   a. Meeting minutes uploaded

2. Treasurer - MABEL
   a. Sent $100 to CSSS
   b. Will update budget estimate for next year to send to CSDC
   c. Will continue to update school year funding

3. Communications Coordinator - MANTAJ
   a. Sent out newsletter
   b. WiCS 20th anniversary planning is going well - 2 days left!
   c. Sudden technologies reached out showing interest in sponsorship for technical events
      i. Put Katie and Archita in contact

4. Event Coordinator - AYANA & SOPHIA
a. Bubble tea bingo social
   i. Thursday Feb 15th 3-4:30PM
   ii. 23 signups
   iii. Ordering 24 bubble teas
        1. Thank you Denise for helping with the bubble tea pick up ;)
        2. Will be first-come first-serve
b. SFU blueprint x WiCS collab
   i. SFU blueprint suggested a more technical collab event
   ii. SFU blueprint will have a discussion in the near future and get back to us

5. Technical Coordinator - KATIE & ARCHITA
a. Hack-the-sem
   i. Launch Day
      1. Good # of attendance
      2. had a presentation and a brainstorming session
   ii. PM Workshop
      1. Had presentation on Product Management done by Kiaan + couple of interactive sessions
      2. Used leftover snacks from WiCS and GDSC; no extra expenses
      3. Gave $10 starbucks gift card for PM workshop host
   iii. Upcoming: initial check-in
        1. virtual
        2. teams to give us a pitch on their confirmed idea
   iv. Amount spent for the first workshop?:
   v. Thinking of having a sponsor as a part of Demo Day as an incentive to keep participants interested throughout the semester
      1. will confirm by tomorrow
b. AWS
   i. Willing to do a WiCS solo event next semester
c. Schneider electric
   i. Waiting on confirmation on a hardware workshop
   ii. Shared workshop info with WiE
d. Teck
   i. Will have 25-30 spaces for the event
   ii. Have shared event info with WiE

6. Grad Coordinator - KIMIA
a. Planning the UBC WiCS x SFU WiCS grad collab social

7. Mentorship Program Coordinator - KAITLYNN
a. Mentorship groups seem to be meeting
b. Haven’t gotten any requests for the $5 reimbursements from groups

8. Social Media Coordinators - GAHEE & JASMINE
a. Will continue to post promos for:
i. hack-the-sem workshops
ii. reminders for WiCS 20th anniversary ticket sales + bubble tea social

**UPCOMING EVENTS**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>February 14, 2024</td>
<td>FAS Hot Chocolate Social + Painting Valentines event</td>
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<tr>
<td>February 15, 2024</td>
<td>Bubble Tea Social</td>
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<tr>
<td>February 16, 2024</td>
<td>20th Anniversary</td>
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<td>March 7, 2024</td>
<td>Lunch &amp; Learn with Parmit Chilana</td>
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<td>March 8, 2024</td>
<td>Women in STEM IWD</td>
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<td>March 11, 2024</td>
<td>Surrey collab event</td>
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<td>March 13, 2024</td>
<td>Lunch &amp; Learn with Ouldooz</td>
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<tr>
<td>March 15, 2024</td>
<td>FAS Formal</td>
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<td>ONGOING</td>
<td>GDSC x WiCS Hack The Sem</td>
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**DISCUSSIONS**

1. WiCS 20th Anniversary
   a. Friday Feb 16th
   b. Have ~10 ticket left for sale
   c. Preparing the decorations for the event

2. Lunch & Learn
   a. Burnaby
      i. March 7th
      ii. Faculty: Parmit Chilana
      iii. Led by Shatavisha
      i. https://docs.google.com/forms/d/e/1FAIpQLSdDcQ2EC2yRaT6Y8h7A9yHy96gY87LXXhHOfwpFaiHXdGzUw/viewform?usp=pp_url
      ii. Promos will go out end of February
   b. Surrey
      i. March 13th
      ii. Faculty: Ouldooz
      iii. Led by Felicia
      i. https://docs.google.com/forms/d/e/1FAIpQLScc4m0yZyHi6REIegPOqO_ClldwZlPN5JIVK-XiclMjuBBFNLA/viewform?usp=sharing
b. Restaurant reservations are made for both lunches

3. Surrey Collaboration Event  
   a. Currently submitting the grant for the event

4. Summer 2024 - Spring 2025 Elections  
   a. Election officer: Harpreet  
   b. Election schedule  
      i. Nomination Period (10 days): March 18 - 29  
      ii. Voting Preparation (2 days): March 30 - 31  
      iii. Voting Period (10 days): April 1 - 12  
      iv. Voting Results (7 days): April 13 - 19  
      v. New Exec Handover (12 days): April 19 - 30

**Announcements**

1. Constitution Meeting - Friday Feb 23 @6pm in #general-meetings vcl

2. Exec Social!  
   a. Saturday Feb 17th 12:30-3:00PM  
   b. Bring a blanket!  
   c. Will play games & watch a movie

3. FAS SAU Meeting -  
   a. End of February  
   b. Will work on the WiCS presentation

4. Update key access

**MOTIONS**

1. Motion $150 for Surrey Mentor lunch  
   a. Motioned by Felicia; Seconded by Ayana  
   b. Motion: passed

**OPEN FLOOR**

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<table>
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<th>STAR ACTION ITEMS</th>
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| RACHEL            | • Upload meeting minutes  

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<th>• Update website</th>
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| MABEL                | • Complete budget estimate for next year (deadline: March)  

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<th>• Reimbursements: Bubble Tea Social</th>
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| MANTAJ               | • Send out newsletter  

|                      | • Add to external-opportunities  

|                      | • IWD slides  

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<th>• Run 20th!</th>
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| AYANA & SOPHIA       | • Run Bubble Tea Social  

|                      | • Meet with Avni for SFU Blueprint collaboration  

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<th>• Brainstorm for next social event</th>
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| KATIE & ARCHITA      | • Continue running GDSC hackathon  

|                      | • AWS event  

|                      | • Schneider Electric event  

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<td>KIMIA</td>
<td>• UBC event planning</td>
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| KAITLYNN             | • Continue mentorship program  

|                      | • Start thinking about year end social  

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<th>• Gift card reimbursements</th>
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| GAHEE & JASMINE       | • Bubble Tea Social recap  

|                      | • 20th anniversary reminders  

|                      | • 20th anniversary recap  

|                      | • Start on Lunch & Learn promotions  

|                      | • GDSC x WiCS Hack The Sem  

|                      | • IWD collab event  

|                      | • Surrey collab planning  |

Meeting ADJOURNED at 7:35PM