## Women in Computing Science
### Mar 2024 General Meeting

<table>
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<tr>
<th><strong>Date:</strong> March 6, 2024</th>
<th><strong>Facilitators:</strong> Harpreet Dubb, Denise Siu</th>
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<tbody>
<tr>
<td><strong>Location:</strong> Discord</td>
<td><strong>Meeting Minutes:</strong> Rachel Seong</td>
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Meeting STARTED at 7:03PM

### ATTENDEES

#### EXECUTIVES

<table>
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<tr>
<th>Harpreet</th>
<th>Denise</th>
<th>Mantaj</th>
<th>Archita</th>
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<tbody>
<tr>
<td>Mabel</td>
<td>Gahee</td>
<td>Kaitlynn</td>
<td>Ayana</td>
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#### MEMBERS

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### MEETING AGENDA

#### EXECUTIVE UPDATES

1. **Secretary - RACHEL**
   - Meeting minutes uploaded
   - Will be meeting with WiE tonight to discuss NN 2024 budget with Mabel

2. **Treasurer - MABEL**
   - Made reimbursements for hack-the-sem web dev workshop
   - Working on budget report for CSDC

3. **Communications Coordinator - MANTAJ**
   - Will be sending out newsletter on Monday

4. **Event Coordinator - AYANA & SOPHIA**
   - SFU Blueprint collab event
     - Friday March 22nd
     - Food - pizza
1. SFU Blueprint rep will get food
2. Cost is expected to be within allocated budget
   iii. Wish to start promotions early; next week?
   iv. Will create interest form

5. Technical Coordinator - KATIE & ARCHITA
   a. Hack the sem
      i. Web dev workshop went well (~7/8 attendees)
      ii. Have been reimbursed for snacks
      iii. Data science workshop is happening this Saturday
   b. Teck Office tour
      i. Tuesday March 26, 10am-3:30pm
      ii. Hope to start promotions this friday and add to newsletter for next week
   c. Schneider electric
      i. Followed up with them but no updates
   d. AWS
      i. Will meet with them next Monday to discuss workshop in May
   e. Borealis AI
      i. Waiting on response on when they would like to hold the event (end of this term or next term)

6. Grad Coordinator - KIMIA
   a. Absent

7. Mentorship Program Coordinator - KAITLYNN
   a. Will gather and add mentorship group photos to the WiCS Google Drive
   b. Sent out reminder email to groups to continue to have meetings
   c. Mentorship program wrap up event - April 5 (tentative)
   d. Will send out FAS formal event reminder this week

8. Social Media Coordinators - GAHEE & JASMINE
   a. Will post Teck office tour promo, SFU blueprint event promo, WiCS elections announcements
   b. FAS Girlies in Surrey
      i. Had meeting last night
      ii. Have 6 helpers on the day-of; sufficient
      iii. Will have sushi, fruits & veggie platter, drinks

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<tr>
<th>Date</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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<tr>
<td>March 8, 2024</td>
<td>Women in STEM IWD</td>
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<tr>
<td>Date</td>
<td>Event</td>
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<tr>
<td>March 9, 2024</td>
<td>Hack the Sem: Data Science Workshop</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 Oulooz in Surrey</td>
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<td>March 15, 2024</td>
<td>FAS Formal</td>
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<tr>
<td>March 21, 2024</td>
<td>BierCraft Grad Social</td>
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<tr>
<td>March 22, 2024</td>
<td>Mint Tech Talk Social with SFU Blueprint</td>
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<td>March 26, 2024</td>
<td>Teck Office Tour</td>
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<td>ONGOING</td>
<td>GDSC x WiCS Hack The Sem</td>
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<td>March 18 - 29</td>
<td>WiCS Executive Nominations</td>
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<td>April 1 - 12</td>
<td>WiCS Executive Voting</td>
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**DISCUSSIONS**

1. Lunch & Learn  
   a. Burnaby  
      i. Restaurant booked  
      ii. All 5 attendees have confirmed  
   b. Surrey  
      i. Got exactly 4 signups so far; will reach out to them for confirmation

2. Women in STEM International Women’s Day  
   a. Planning going well  
   b. Will be ordering pizza  
   c. 63 signups so far; goal is 80  
   d. Ayana is presenting on behalf of WiCS; Mantaj and Grace are helping out

3. Summer 2024 - Spring 2025 Elections  
   a. Harpreet has created the nomination web survey  
   b. Updated promo schedule has been shared

4. End of Semester Care Packages  
   a. 5 non-exec volunteers 😊  
      i. Have a Discord channel for organizations  
   b. Volunteers have bought chips, stuffed animals, etc.  
   c. Tracking all items on a doc  
   d. Will motion for expenses

5. Constitution
a. Revision is looking good
b. Have one last comment waiting for approval
c. Will motion for constitution @ next week's meeting
d. Thank you everyone for contributing your input!!

6. Budget for 24/25
   a. Reflect on how the budget has been this year for your specific area + give feedback to Mabel!
   b. Will be going over budget for next year with Ouldooz towards the end of March/April?

**Announcements**

1. 

**MOTIONS**

1. Motion $150 for End-of-semester care packages
   a. Motioned by Rachel; Seconded by Denise
   b. Motion: passed

**OPEN FLOOR**

1. Poll for new ideas for the WiCS common room
   a. Air purifier, bunk beds, microwave, yarn, etc.
   b. Will soon decide what to get
**ACTION ITEMS**

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| RACHEL             | ● Update website  
                          ● Upload meeting minutes                                           |
| MABEL              | ● Complete budget estimate for next year (deadline: March 19)  
                          ● 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  
                          ● Teck Office tour planning  
                          ● AWS meeting  
                          ● Borealis AI office tour planning  
                          ● Schneider Electric                                                |
| KIMIA              | ● Finalize Grad Biercraft social details  
                          ○ Send to marketing team  
                          ● Brainstorm end of semester grad event                          |
| KAITLYNN           | ● Mentorship program group check ins  
                          ● End of Semester social planning  
                          ● Get photos for recap post                                       |
| GAHEE & JASMINE    | ● Posters: Biercraft Grad Social, SFU Blueprint collab social, Teck Office tour, Mentorship social  
                          ● Event reminders  
                          ● IWD giveaway  
                          ● FAS Girlies in Surrey planning                                   |

Meeting ADJOURNED at 7:30PM