Women in Computing Science
Mar 2024 General Meeting

**Date:** March 27, 2024  
**Facilitators:** Harpreet Dubb, Denise Siu  
**Location:** Discord  
**Meeting Minutes:** Rachel Seong

Meeting STARTED at 7:06PM

### ATTENDEES

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

#### EXECUTIVE UPDATES

1. Secretary - RACHEL  
   a. Meeting minutes uploaded  
   b. Updating photos on the website  
   c. Will update constitution on the website

2. Treasurer - MABEL  
   a. Working on year-end financial report  
   b. Will make reimbursements for care packages

3. Communications Coordinator - MANTAJ  
   a. Sent out newsletter  
   b. Sharing external opportunities

4. Event Coordinator - AYANA & SOPHIA  
   a. Movie night social - last social of the term!
i. Movie: Legally Blonde
ii. ~9 signups so far
iii. Would like to spend all $200 left in socials budget on this event
iv. Deciding on food - bubble tea?

5. Technical Coordinator - KATIE & ARCHITA
a. 

6. Grad Coordinator - KIMIA
a. BierCraft Grad social
   i. March 28th
   ii. 10 signups

7. Mentorship Program Coordinator - KAITLYNN
   a. Mentorship program wrap up party
      i. Have booked room
      ii. ~9 RSVPs so far
   b. Most groups have met up

8. Social Media Coordinators - GAHEE & JASMINE
   a. Jasmine will be leading Instagram giveaway next week
   b. FAS announced that the FAS formal photos cannot be shared yet (consent reasons?)
      i. Will keep track of the status
   c. Will send finance info for FAS Girlies in Surrey to Mabel for reimbursements
      i. Waiting to receive FAS funding first

|UPCOMING EVENTS|
|---|---|
|Date | Event |
|March 28, 2024 | BierCraft Grad Social |
|April 2, 2024 | End of Semester Social |
|April 5, 2024 | Mentorship Social |
|May 15, 2024 (tentative) | AWS event |
|ONGOING | GDSC x WiCS Hack The Sem |
|March 18 - 29 | WiCS Executive Nominations |
**DISCUSSIONS**

1. Event Recaps  
   a. Mint Tech Talk Social with SFU Blueprint  
      i. 22 attendees  
      ii. Sent out algorithms ppt with attendees  
      iii. Had just the right amount of food  
      iv. Waiting on Blueprint to share how much they went over budget  
   b. Teck Office Tour with Women in Engineering  
      i. Was a fun & insightful event with great speakers, nice office tour, resume reviews, etc.

2. Summer 2024 - Spring 2025 Elections  
   a. Nomination deadline: March 29th  
      i. 12 sign-ups so far  
      ii. Reminders were sent out on 25th, 26th  
      iii. More reminders will be sent out before the deadline  
      iv. Some people were having technical issues with the nomination form

3. End of Semester Care Packages  
   a. Bought all supplies - $142.92  
   b. Waiting on items to arrive  
   c. Will sort out assembling & hand-out schedules

4. FAS Monthly Meeting update  
   a. People want more FAS involvement @ Surrey  
   b. Some proposed having a Student Affairs Coordinator for Discord channels  
   c. Harpreet gave WiCS updates for March

5. CSDC Monthly Meeting update  
   a. Mantaj shared updates on WiCS event that happened this past month  
   b. Ouldooz said she enjoyed the Lunch & Learn :)  
   c. Ouldooz is trying to secure a budget for us that is more or equal to this years

**ANNOUNCEMENTS**

1. 

**MOTIONS**

1. Motion $200 for Movie night social  
   a. Motioned by Sophia; Seconded by Gahee  
   b. Motion: passed
**OPEN FLOOR**

1. Have remaining budget from FAS Gilbies in Surrey  
   a. Spend more on exec social?

2. Reminder - work on your exec transfer guides!!  
   a. Due by the end of April (more exact deadline TBD)

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**ACTION ITEMS**

| RACHEL | ● Update website + upload meeting minutes  
|        | ● Upload constitution |
| MABEL  | ● Reimbursements for care packages, end of sem social, BierCraft Grad social  
|        | ● Finalize finances for 20th Anniversary, FAS Gilbies |
| MANTAJ | ● Send out newsletter  
|        | ● Check email and keep up with correspondence  
|        | ● Add to #external-opportunities |
| AYANA & SOPHIA | ● End of Semester Social |
| KATIE & ARCHITA | ● Hack the Sem: Demo Day Preparation  
|                | ● Schneider Electric event planning  
|                | ● AWS event planning |
| KIMIA  | ● Grad BierCraft Social |
| KAITLYNN | ● End of Semester Mentorship social planning  
|         | ● Mentorship program group check ins  
|         | ● Get photos for recap post |
| GAHEE & JASMINE | ● Recap: FAS Formal, Teck Office Tour, BierCraft Grad Social, End of Semester Social, End of Semester Mentorship Social  
|                | ● Event reminders: Grad BierCraft, Nominations, Elections, End of Semester Social  
|                | ● Run giveaway |

Meeting ADJOURNED at 7:30PM