

Chemistry Graduate Association at Simon Fraser University

Meeting Minutes January 23, 2015
Shrum Science Centre C7080

In Attendance:

John Thompson (President), Kate Prosser (Treasurer), Stephanie Chang (Secretary), Matt Alteen (DGSC Representative), Kailey Wright (TSSU Steward), Yumeela Ganga-sah (TSSU Steward), Shaima Kammoonah (TSSU Steward), Ania Tersakian (GSS Councillor Alternate), Tasleem Muzaffar (TSSU Steward), Heather Wiebe (Social Coordinator), David Ester (Sports Coordinator), Rhea Bains (TSSU Steward)

Regrets:

Ryan Clarke (Vice-President), Motahareh Safiollah (TSSU Steward), Adam Barlev (TSSU Steward), Fatima Garcia (GSS Councillor), Matthew Brown (Graduate Information Coordinator)

1. Call to Order

- Meeting was called to order at 10:36 AM in SSC-C7080.

2. Appointment of the Chair

- **MOVED** to appoint John Thompson as Chair for this meeting.

Moved by: Kate Prosser

Seconded by: Kailey Wright

MOTION CARRIED.

- John Thompson (President) was appointed Chair for this meeting.

3. Appointment of the Secretary

- **MOVED** to appoint Stephanie Chang as Secretary for this meeting.

Moved by: Shaima Kammoonah

Seconded by: Ania Tersakian

MOTION CARRIED.

- Stephanie Chang (Secretary) was appointed Secretary for this meeting.

4. Approval of Minutes

- **MOVED** to approve the minutes of the January 16, 2015 Chemistry Graduate Caucus meeting.

Moved by: Yumeela Ganga-sah

Seconded by: Heather Wiebe

MOTION CARRIED.

5. Reimbursements

Oral Presentation Competition Social (January 30, 2015)

- **MOVED** that the Chemistry Graduate Association reimburse **Kate Prosser** \$25.00 from the cash box for the special occasion license fee.

Moved by: Tasleem Muzaffar

Seconded by: John Thompson

Abstentions: Kate Prosser

MOTION CARRIED.

Old Business

6. GSS

- Kailey Wright (TSSU Steward) expressed interest in being a GSS Councillor Alternate however her availability on Tuesday afternoons is not consistent this semester.
- John Thompson (President) will speak to Fatima Garcia (GSS Councillor) regarding the availability of an Alternate and how many times the caucus should send regrets to a GSS meeting during a semester.
- Ania Tersakian (GSS Councillor Alternate) will email the caucus the list of GSS meeting dates for the current semester to ascertain who has the availability and interest for the position.

7. Spring Semester Lab Supplies Sales

- Total items sold by the caucus:
 - 217 lab coats
 - 222 goggles
 - 18 molecule model kits
 - 10 notebooks
- Total sales by the caucus are \$6160. John Thompson (President) will learn how much Evon Khor (Chemistry Undergraduate Secretary) has sold out of the Chemistry General Office.
- A student in CHEM111 has requested a lab coat in a size larger than XXL. Anne Mar's (lab coat distributor) website states that lab coats are available up to 5XL. Kailey Wright (TSSU Steward), a TA for the course, will consult the student on how large of a lab coat is needed, and Thompson (President) will find out how much and how long it will take to ship the special order.
- An improved style of goggles that fit over prescription glasses has been found. This style is used at eastern Canadian universities, as attested by Ryan Clarke (Vice-President), Matt Alteen (DGSC Representative) and Matthew Brown (Graduate Information Coordinator).
 - Treen Safety, a distributor at the bottom of Burnaby Mountain, carries these goggles. Quote is \$3+tax for normal pair, or \$3.32+tax for goggles with anti-fog treatment; the caucus agreed that the anti-fog

goggles were a better option. There is also an XL version of the goggles for larger frames.

- Thompson (President) will request samples of the regular and XL sizes of the goggles, as well as a price for the XL goggles, before a bulk order is placed.
- The clear goggles will be phased out this year and will be replaced with the new style from Treen Safety, which will be sold for \$10 each.

8. Oral Presentation Competition Social (January 30, 2015)

- The liquor license is almost complete; Kate Prosser (Treasurer) will be completing it this afternoon.
- Nathalie Fournier (Chemistry Graduate Secretary) asked John Thompson (President) if the caucus could provide refreshments during the break between sections (2:15-2:45 pm). The caucus decided that an additional fruit platter, a veggie platter and chips plus pop and water would entirely be possible.
 - *Set-up/Take-down:* John, Ania, Rhea
- Set-up for the event will start at 4:30 pm and attendees will be allowed into the C7000 Atrium at 5 pm.
- Thompson (President) will order the keg and pizza (about 15 large pizzas to arrive at 5:45 pm). He will also investigate if and how much the Department of Chemistry will reimburse the caucus for this event.
- Kate Prosser (Treasurer) and Stephanie Chang (Secretary) will do the Costco and liquor store shop on Wednesday. They will check the current amount of bottled beer, pop and water on hand.
 - Costco list: 2 fruit platters, 2 veggie platters, chips (potato, pita and pretzel), hummus
 - Liquor store: 4 dozen coolers and ciders, 10 bottles of wine
- The pizza will be put out in stages so that late comers will have something to eat.
- *Set-up (4:30 pm):* Kate, Steph
- *Take down:* John, Yumeela, Heather, Kate
- *Serving:* Kate, Steph, John, Heather

9. 3 Minute Thesis Competition (February 20, 2015)

- The faculty competition takes place on March 2, 2015. The departmental competition is tentatively planned for Friday, February 20 at 1:30 pm, to accommodate graduate students in CHEM832 which has lecture at 2:30 pm on Fridays. Ryan Clarke (Vice-President) will emcee.
- John Thompson (President) asked Steve Holdcroft (Chair, Chemistry Department) and Rob Britton (DGSC Chair, Chemistry Department) if they wished to be involved in the planning of the departmental competition; both offered their support but declined to be involved. Britton (DGSC Chair, Chemistry Department) requested that advertising did not begin until after the Oral Presentation Competition on January 30, 2015.

- The Office of Graduate Studies and Postdoctoral Fellows has stated that the caucus has to find judges but anyone can act as a judge for a departmental competition, though a professor is preferred.
- A judging scheme is provided on the 3 Minute Thesis website.
- Thompson (President) will investigate how the \$100 prize money is obtained from the Office of Graduate Studies and Postdoctoral Fellows.

10. DGSC

- Matt Alteen (DGSC Representative) contacted the MBB Department DGSC Representatives and found that their DGSC is structured similarly to the Biology Department.
- Alteen (DGSC Representative) has not found university policy that explicitly states whether or not a student is permitted to be privy to confidential information discussed in a meeting such as a DGSC meeting. However, he has learned that the SFU Senate disciplinary board has 4 students on it, another precedent of student representation being privy to confidential information.
- Ania Tersakian (GSS Councillor Alternate) suggested that Robert Chavarie (Executive Director, SFU Graduate Student Society) might be a resource if contact with other caucuses was being sought.
- Alteen (DGSC Representative) felt that enough information has been acquired to discuss with Steve Holdcroft (Chair, Chemistry Department) and Rob Britton (DGSC Chair, Chemistry Department) on how to proceed given the discovered precedence. He and John Thompson (President) will organize an informal meeting for the near future.

11. Adjournment

- **MOVED** to conclude the meeting.
Moved by: Matt Alteen
Seconded by: Stephanie Chang
MOTION CARRIED.

Meeting concluded at 11:00 AM.