

[Board of Directors Meeting] [Date | Time](#) [July 7 | 6-8 pm] | [Location](#) [STC 2002]

Estimated Duration: 2 hours

Members

Executive Council:

Arzo Baig and Abeer Cheema(President & Speaker) | Marina Kamel (VPI) | Asrith Mannem And Parth Patel (VPF) | Jessie Le (VP Communications)

Executive Coordinators:

N/A

Departmental Clubs and Societies:

Biochemistry Student Association (BSA) | Biology Undergraduate Society (BUGS) | Chemistry Club (ChemClub) | Materials and Nanoscience Society (MNS) | Physics Undergraduate Club (PhysClub) | Science and Business Students' Association (SBSA) | Earth and Environmental Undergraduate club (WATROX) | Biomedical Student Association (BMSA)

University Wide Committees:

Aviation Society | Black Medical Leaders of Tomorrow (BMLT) | Psychology Society (PsychSoc) | WUSA Senator (at-large) | WUSA President

Call to Order

Move to begin the orders of the day.

Time: 6:03 pm

Executive Updates

- ☒ President
- ☐ Vice President Internal
- ☒ Vice President Finance
- ☒ Vice President Communications

Departmental Clubs/Societies

- ☒ Biochemistry Student Association (BSA)
- ☒ Biomedical Student Association (BMSA)
- ☒ Biology Undergraduate Student Society (BUGS)
- ☒ Chemistry Club (ChemClub)
- ☒ Materials & Nanoscience Society (MNS)
- ☒ Physics Undergraduate Society (PhysClub)
- ☒ Science and Business Student Association (SBSA)
- ☒ Earth and Environmental Undergraduate Club (WATROX)

University-wide Committees

- ☐ Aviation Society
- ☐ Black Medical Leaders of Tomorrow (BMLT)

- ☐ Psychology Society (PsychSoc)
- ☐ WUSA Science Councillors
- ☐ WUSA Science Senators

New Business

Move to New Business, moderated caucus to discuss new orders of the day

1. 6:00pm - MNS10 Budget for Fall - submitted by Nayla [MNS PR]
2. 6:45pm - ChemClub Constitution Edits - submitted by Illia [PhysClub PR]
3. 7:30pm - PhysClub Constitution Edits - submitted by Katrina [PhysClub PR]

Next Meeting Date

Monday July 14

Meeting Adjourned

Move to Adjourn

Meeting Minutes

1. MNS Budget Proposals

- MNS has a seminar course in the fall
- ~\$600 previously, due to inflation, now want to budget \$700
 - Adding gift bags and catering
- Order Total = \$96.02 for catering
- Overall purchases \$170
- Weekly Catering \$530.16
- Proposed budget \$700
- SciSoc
 - With an approved budget of \$700, do you only need ~\$400?
 - MNS answered yes
- **Motion to approve MNS budget for 2025;**
 - **Second:** Chem Club
 - **Abstained:** MNS

2. CHEM Club Constitution Edits

- Fixing many typos
- Amendments to expectations of room volunteers
- Amendments highlighting the use of substance and staying overnight in the club room is not acceptable
 - If violated, revoked from the position, and banned from reapplying
- First year representatives will be responsible for taking meeting minutes
- **Motion to approve Chem Club Constitution Edits;**
 - **Second:**
 - PhysClub
 - **Votes:**
 - 8 votes in favor [Scisoc, MNS, BMSA, BUGS, BSA, Physclub, Chemclub, SBSA]
 - 0 votes against

- 1 votes abstaining [ChemClub]
- **Result:**
 - Amendments approved.

3. PhysClub Club Constitution Edits

- Fixing some typos
- Amendments to redistribute tasks among executives
- Adding responsibilities to Presidents
 - Make meeting minutes more accessible
 - Responsible for archiving files regarding the organization and running of PhysClub
- Amendment to remove the right for Presidents to have possession of the master key
 - Master key refers to a storage unit that is not currently being used and the safe inside the club room
 - The master key will be stored in the club room moving forward
- Amendment for VP
 - Keeping the club room tidy
- Amendment to Secretary position → complete removal of this role
 - VP is filling in the responsibilities for secretary
 - This role has not been filled for quite some time now
- Amendment to Marketing Officer duties
 - Removing the maintenance of PhysClub website as a responsibility
 - Will launch a new website in the future
- Amendment to Librarian
 - Adding responsibility to update the PhysClub website
- Amendment to First Year Representative
 - Adding responsibility to produce articles for Dark Matter
- WatROX
 - Concerns for the transition of President with the removal of the requirement to have served on PhysClub before becoming President
 - PhysClub Response: Previous President will aid with the transition
- SciSoc
 - Suggested if there is a transition document, it can be referred to each term
- Amendment to volunteers
 - Removing this position because volunteers often do not follow procedures properly
 - Will shift responsibilities to execs
- Amendment to add a new role, VP Academic
 - Added the responsibility of providing guidance to undergraduates with advice on academic advocacy
- Amendment to expand the code of conduct
 - Changes to be more specific and more strict on the issue
 - Specifies that code of conduct is applicable not only in the club room, but on online forums and outside the room
 - Included details on the reporting, resolution process, and disciplinary action

- ChemClub
 - Are there records of reports when made
 - PhysClub Response: Incident reports are kept on the Google Drive
- SciSoc
 - When reports are made, who are these reports made to? Presidents or someone else?
 - PhysClub Response: Reports are made into a Google Form where all execs have access. If the case cannot be solved internally, it will be brought up to SciSoc, etc.
 - SciSoc expressed concerns about enforcing disciplinary action
 - PhysClub Response: Banned temporarily from the Discord server and from the club room. If these do not work, it will be brought up to SciSoc (Policy 109)
- **Motion to approve PhysClub Constitution Edits;**
 - **Second:**
 - Chem Club
 - **Votes:**
 - 8 votes in favor [Scisoc, MNS, BMSA, BUGS, BSA, Chem Club, SBSA]
 - 0 votes against
 - 1 votes abstaining [PhysClub]
 - **Result:**
 - Amendments approved.

4. Adjournment

- **Motion to adjourn;**
 - **Second:**
 - Chem Club
 - **Votes:**
 - 8 votes in favor [Scisoc, MNS, BMSA, BUGS, BSA, PhysClub, Chem Club, SBSA]
 - 0 votes against
 - 0 votes abstaining
 - **Result:**
 - Adjournment approved.

Meeting Adjourned: 6:30