

University of Waterloo Science Society

Chair's Agenda for 22 June, 2017

Members: R. Beena Kumary (President), B. Brown (VPFA), C. Mangahas (VPI) S. Chung (VPA), Biochemistry Student Association (BSA), **Biomedical Student Association (BMSA)**, Biology Undergraduate Society (BUGS), Chemistry Club (ChemClub), Physics Club (PhysClub), Materials & Nanoscience Society (MNS), Science and Business Students' Association (SBSA) **Waterloo Undergraduate Student Geological Society (WatRox)**, FEDS Councillors

Announcements

- The VP Academic has invited representatives from WaterlooWorks to attend this week's Science Society (SciSoc) Board meeting (22 June, 2017) Science Society Board. They will be discussing topics that the Board of Directors requested to be spoken about, including transparency with the fee/finances regarding WaterlooWorks, and any changes they have made/are intending to make to help better the site and fix current issues expressed by students. These issues can be referred to through the "WaterlooWorks Actionable Items" PDF sent out to the Board last week.
- Because the topic was tabled last meeting, the elections for position of Speaker will be held this meeting immediately following *Call to Order*.
- Based on the poll results on Slack regarding the request to change the date for the biweekly Board of Director meetings, meetings will be occurring every other week starting June 22nd, 2017
- Based on the vote on facebook, we will no longer be using slack, and we will instead be using facebook as the primary means of communication

Call to Order

Move to begin the orders of the day.- all in favour, motion carries

Public Session

Move to yield the floor to the WaterlooWorks representatives.- all in favour motion carries

- Seconded by BUGS
- Director of operations Diane, Susan working on project for past 3-5 years, Franco coop student experience manager
- Passed list of questions that Engsoc had sent and asked for a response, will go through the page and accept further questions/discussion at the end of presentation
- Implemented changes: (summary on the website)
 - Not all of the changes are there, only the ones that affect students (scheduling etc.) looked at the highest priority things based on most times heard or biggest impact on students jobs
 - Names getting cut off, back button, order of application package (would like to be consistent), can return to saved searches, next button (everything is on the website page)
 - Employment stats page: replaced what has been there with jobmine
 - Engsoc and mathsoc were very engaged on how to categorize everything
 - One feedback: order by status: will do
 - Login to view messages had a lot of feedback
 - Able to search jobs not on recruiting term (had a lot of feedback on this)
 - Went live because did not want to delay implementation or pay to have the work done properly but they knew coming into this. The vendors are open to come in and hold focus groups
 - Want to make it able to apply for jobs easier but do not want to have people spam applying (people didn't want to do cover letters, but employers want what they want)
 - Jobs for my program: people confused about this- pool is going to be big because jobs easy to senior students might not be for junior students
 - Want to get at least 3 terms of experience with the system before reviewing the cluster (will include faculties students and employers when this is done)

- Possibly get adjusted/ sometime in the future to have search results by more than 1 column
- Had feedback from everyone before: conclusion: not worth money to pay vendor to make all these convoluted changes that jobmine had regarding vendor adding the application statuses
- Coop work history format changes: employers wanted to look at future work terms (when students graduated when they can hire them back etc.)
- Interview conflicts: lots of feedback, looking into different options for (not straightforward change) had feedback for secretary about confidentiality (should not be displaying names at all)
- New documents overwriting old documents (putting in a purge system to purge old interviews we don't need etc.)
- Hire waterloo and hire waterloo co-op are named this because that's what employers are familiar with (caused students confusion), labelled so it was clear for all (not opposed to changing the name but must be something students and employers resonate with)
 - For both summer and graduate students
- View expired job postings: students want to see type of jobs available, would put it in and ask whether or not it's needed
 - MNS: if a company had different jobs for different faculties/programs, if came across a job for a different program, would like to know if they had a job for their program too
- Edit submitted applications: no plans for now, is consistent with other sites to cancel and then edit it and resubmit, would not want employers to download an application and then have it changes
- When system went live, there was a bit of student hacking to cause the system to be taken down and add fixed changes, ever since has not been down that much but can be tracked through the web page to see when it's been down (acknowledge that they were not able to communicate when the system was down and why it was down)
 - Did a lot of performance testing and it was good (compared to job mine)
- If enough students are concerned about increasing file upload size, will consider changing it
- Preferred name vs. legal name: looking into it but need to do some analysis on it first
- Session timing out: need to fix
- Thank you for partnering with other faculties on the survey, please let them know if there's anything else you'd like to give feedback on (best to put it on the survey on your dashboard)
- Scisoc was not apart of the previous survey but the upcoming one (Monday) we are apart of
- **MNS:** employment stats- did notice that data is only available for current term and also next term, would want to have more data be available to students, also noticed that MNS program is not on the website (might be with physics but they should be under chemistry), also when searching for jobs in their program they're getting jobs very far off of their program (due to academic clusters being inaccurate)
 - Are just starting this part now, and will look into the MNS addition, are looking into making more accurate academic clusters
- **MNS:** in process of switch programs (in non-degree term) but still has coop next term, cannot override waterlooworks, was locked out of system and did not get much response, the waterloo works person said she does not have the power to override
 - A: there is a problem in quest, if they're in co-op on quest then she should be in
 - Email Franco regarding this to be dealt with as an individual case
- **Shirley:** if you got rejected, do you get the application back for the next round? Only get it back when you cancel it. Why did it change from jobmine (when you got rejected you could get it back but waterlooworks you cannot)
 - A: bought a system with a simple count so you can only get it back if you cancel, to pay vendor to make the change they chose not to. Also increase continuous round to 250 because you could not get applications back
 - Could bump it up a bit for the second posting but they're not going to pay to give back jobs after employer screening (more cost efficient to increase number in continuous)

- Can change it to increase applications after first round instead of waiting for continuous
- **Shirley:** about not contacting other students, found it easier with that for being able to contact them regarding scheduling changes for interview times etc.
 - Yes, see value also in being able to see other students applying and also causes less conflict on their end as well as the students
- Responses will be updated monthly on the website
- **MNS:** can you provide how and why waterlooworks cost over \$5million to build
 - Go to “WaterlooWorks news” → “data released cost” for cost breakdown
 - The buildup to creating waterlooworks was \$3million for previous launches, purchased a system used by most canadian marketplaces and started the implementation (second piece) was also including years of staff and student time to create, decision was not made lightly
- **Jessica (SBSA):** someone was sent employer evaluation email (has timer and if you click out of it, it will be sent back blank) so going into this work term she had a blank work term report, so she had a physical copy and wanted to attach it to her resume but she was not allowed to do it, also her CECA advisor was not helpful at all
 - A: that’s the evaluation, it will be entered in manually by CECA staff, employers cannot save as draft, only submit. Since then, they have implemented a “save as draft” button
 - Take physical copy to front desk of TC and they will upload it for you
- **MNS:** the salary was brought up before but was not updated- went into an interview with a salary range (posted on waterlooworks) that was different (lower) than the salary they told her about during the interview, but then was told lower after the interview
 - A: recognize that, would be working with employers to get them less resistant to post their salaries (30% put in salaries), is an issue regarding communication, follow up on employers with more than 1 “not interested”, but they are working to shift the culture to post salaries (be prepared for students to ask about salaries)
- If anyone wants to get in touch with the speakers, please contact Shirley
- They have funding dedicated to improving the issues, are committed to it

Preliminaries

Calls for nomination to the position of Speaker of the Board. *Note: if no nominations are made, the VP Internal will carry on the chairing of the Board meetings as Acting-Speaker (Carlene Mangahas), while the Speaker Pro Tempore (Seneca Velling) will continue acting for the day to day operations of the Board and Science Society.*

- BUGS nominates Mohamed Fahim
 - BUGS
- MNS nominates Kristin Buttenhoff
 - Enjoyed time being exec with MNS, was treasurer and now VP, went smoothly and gotten pretty comfortable with representing MNS and science students as a whole in a positive way, managed to stay on top of club related events and meetings, was able to balance everything and is less busy this term, very detail oriented likes to stay involved, has time to dedicate to this position, would like to get everyone out as soon as possible
 - SBSA, Scisoc, FEDS Councillor, MNS
- BSA nominates Natalie Boccalon
 - It’d be nice to be more involved in scisoc and actually be able to get in contact with people, do enjoy what happened last night (regarding slack), want to keep things going and keep meetings efficient and continue to move forward with that this term
 - PHYS, BSA, CHEM, FEDS Councillor

***If there are nominations, the Acting-Speaker moves board into voting procedure:**

Move to bring the Board under voting procedure- all in favour motion carries

Call to nominate new Speaker for Spring 2017.

- Seneca has requested that we do a facebook poll (one vote per club, one per FEDS counsellor and **Move** to vote on a new Speaker for Spring 2017 to begin effective Monday, 26 June, 2017.

Be it resolved that the new Speaker for the Spring 2017 Academic term shall be Kristin Buitenhoff

- Following a tie between Kristin and Natalie, broken by Acting Speaker.

Old Business

1. **Move** to approve the minutes of the previous meeting (15 June, 2017).- all in favour, motion carries
2. **Move** to conclude Old Business.- all in favour, motion carries

Committee, Clubs, & Societies Reports

Move to close Public Session and proceed to *in camera* session.- all in favour, motion carries

University-wide Committees

Co-op Education Council and Co-op Student Council — Briefing by the Vice President Academic and FEDS Councillors.

- CSC meeting this monday, last monday and next monday: will be putting out a joint survey with 5 faculties (not math) asking people to rank waterlooworks with comment sections: will be live on Monday and open for 2 weeks until July 14th
- Had WATPD (responsible for courses) in the meeting, and they will be in next meeting as requested
- CEC meeting last tuesday:
 - Employment updates are equal to last year, more students out on coop but same percentage of students employed (positive news, waterlooworks not affecting that aspect)
 - Creating new support model for students in PD 1, resumes and mock-interviews were marked by random people, now PD1 will be more personal, will be assigned TA with optional in person resume critiques and mock interviews you can attend (through TC), this is in part due to SciSoc work communicating with WatPD and requesting structural changes (Seneca and Shirley).
 - Pros: valuable student experience/support
 - Need more parameters for consistent marking through entire course on TA

FSF Committee & WatSEF — Briefing by the President.

- Met with Sandy today, confirmed with them: WatSEF has no head right now so they cannot meet (need to figure out who it is and hire someone). MNS asked if they were trying to meet with Watsef and get in on it, but as of right now there is nothing to do but will be addressed again in fall term (they do not run in spring term)

FEDS President's Committee (President) — Briefing by the President.

- As mentioned, no response to messages in regards to the committee meeting, will ask her in person to determine a date and to bring other society updates

FEDS Board Report — Briefing by the President Emeritus, FEDS Director Vaishnavy Gupta.

- Not present, will move on

Other, as needed — **Speaker's Prerogative**: the Speaker **moves** to a Moderated Caucus for 10 minutes. Any additional items can be brought up during this time.

- ChemClub co-pres
 - 1. Address and thank board members for commitment to societies and students. However, communication can be improved on by this board by simply reaching out to one another, need to

keep in mind that a seat here holds great power and if you're not having your voice heard, need to fix it. Need to be more open in accepting opinions raised as we are all here for running clubs.

- 2. There is confusion on what a seat holds. Funding is split evenly between clubs so their events should be working around the demand regardless of their own bias. Main goal of societies is to create places for all science students to feel welcome in. Each event should be treated as equal and funding should be split equally (in collaborative events) regardless of the turnout from each club.
 - Revenue from ticket sales should be reallocated to how much was spent from each club, would like to make it a rule amongst the clubs here if everyone communicates it well
- 3. Resign as co-president of ChemClub due to inability to make the meetings

Executive Updates

President —

- Had midterm giveaway (lemonade) today, had a pretty good turnout
- Supposed to have wonderland trip on June 30 but there was not enough time to sending cheques so moved to July 7th, wanted to have mathsoc on it but they wanted to be on the bus without paying for anything
- Planning to sell tickets next week, finalizing details about times for the poster
- Frozen treats midterm giveaway next week
- Last week: SBSA rep brought up the cut down alumni trees, Sandy said that rather than us trying to plant trees right away ask FEDS VP Internal what they're planning on doing and maybe collaborate
- Will be attending science faculty council meeting on Monday with Lisa Weber, will be giving an update next meeting

Vice President Finance & Administration —

- Executive report: will start next meeting with bi-weekly summaries
- OSSA: still waiting on 40% funding from FEDS, still haven't heard anything back, if FEDS does not come through, the society will cover the 40% and bring it to the faculty. If not we will be paying for it (with a budget set aside prior)
 - Transportation: delegates will be able to get a ride there
- CnD: revenue up to date is significantly lower than last fall and winter but higher than spring 2016, but are concerned about the amount of students on campus and what we're bringing in and how much we have to spend there
 - Q: Debit machines? - Will not be started in spring term, might be applied in fall term
- General reminders:
 - Selling tickets and cannot afford to pay for event, please split it up with others because ticket revenue cannot be used to cover the event, it needs to be brought to Akshay
 - Cheque requests, please submit original itemized receipts or bank account statement
 - Submit cheque requests in a timely manner please, there will be a deadline where after you will not receive it until after exams
- Current initiatives:
 - Debit machine: will not be funded for spring term \$750 or \$20 a month (not possible for spring term), will explore other avenues, does not think credit will be a good idea in the long term due to hidden fees
 - Q: a lot of clubs have merch and students do not know about it. If CnD can sell the merchandise or just have it on display/ have posters displayed/ fidget spinners!
 - If anyone has any ideas/advice regarding the debit machine that would be great
 - Budgets accessible on the website
 - The CnD does not run on student fees, it is self sustaining
 - Further increasing the revenue in CnD
- MNS: math CnD has an ice cap machine (super expensive), would be cool if CnD had one
- Have a broken freezer (have to store hot dogs through FEDS)

Vice President Internal —

- Wellness wednesday: next week collab with MATES for “Healthy Minds” booth in STC atrium for giveaways
- Wellness wednesday: would any clubs like to collaborate in the future?
- We are partnered with other societies and clubs here at UW for event “Let’s talk mental health”, inviting speakers to talk about experiences and resources (July 13th, 5-8pm)
 - If any clubs would like to get involved please feel free to
- Calendar: each individual calendars have been shared with everyone, please notify if there are any problems and add events to the calendar even if it is tentative

Vice President Academic —

- Career development series, had med school seminar. Thank you to all who came out.
- Will host another event on July 17 (tentative)
- Working with Seneca to create a long term goals/plan and for each term as well
- Next BOD meeting, WatPD is coming in
- Co-op 2.0 offered to come in the following BOD meeting, would everyone be interested?
 - Working on research certificates, flexible work terms, first work term success of 100%, university industry partnerships (working with companies to create jobs)
 - Not really interested, there is plenty of information online

Executive Coordinators (Administrative Coordinator & Financial Associate) —

- No updates

Departmental Clubs/Societies Updates

BSA —

- Beach day event on saturday, have a lot of tickets left so please
- Wonder woman movie night (tickets sold out)
- Natalie will be resigning from her position as president, not enjoying it anymore has already done it for 2 terms. If you have any questions as to why please feel free to ask
 - Does not agree with Rithika’s way of running things, concerns her that she feels like Rithika did not read the transition documents
 - Disorganized, not getting meeting minutes until later
 - Many people have voiced their opinions regarding slack, but feels like their voices are not being heard
 - Feels like slack was very new for a lot of the BOD members but the communication between clubs was lower than previous terms
 - Understand that concerns were brought up but did not see them as no we do not want to use it anymore rather than here is a problem, maybe we can try to fix it. Ultimate goal is to make the departmental clubs and scisoc good for the students

BMSA —

BUGS —

- Nothing much has happened. Held prof night with BSA and ChemClub, unfortunately no biology prof showed up. In works of creating a new exec position to deal with problems from before -- for biomed students and BMSA.
- Looking into more events such as bonfire and water colour painting due to the successful turnout
- Planning EOT

ChemClub —

- Beach day on saturday

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PhysClub —

- Last week has Bob Ross night, currently having BBQ and beach day this weekend
- Collab with Wistem bomber wednesday

MNS —

- Not much happening, hosting wonder women
- Next tuesday 2nd birthday for MNS: bonfire with liquid nitrogen ice cream
- Elected new chair for club, is a first year MNS

SBSA —

- Have beach day coming up on saturday
- Looking to do collaboration with Tea club with a wellness wednesday theme
- Year rep stepped down this week due to scheduling but will still be helping out with poster design

WatRox —

- Not present

FEDS Report

Science Councillors —

- Not present

FEDS Board —

- Not present

New Business

1. ***Speaker's Prerogative:*** the Speaker ***moves*** to a Moderated Caucus for 10 minutes. Any additional items can be brought up during this time.- all in favour, motion carries

- WatRox is aware of the meetings, they do let us know that they cannot make it. We hold attendance on a trust system, would like everyone to try to come up with ideas on how to fix this. Ideas will be presented at the next meeting
- Information regarding location of meeting cannot be given earlier than the day of due to it being announced upon key pick up. Please check on the day of the meeting where it will be held
- Seneca hopes to continue on board as FEDS counsellor and hopes to work with Kristin Buttenhoff as speaker.

2. ***Move*** to adjourn.- all in favour, motion carries

Next Meeting: Thursday, July 6, at 5:30pm (17:30).