

**University of Waterloo Science Society**  
Meeting Minutes for 13 February, 2018

**Members:** 1 S. Velling (Chair), | R. Beena Kumary (President), | K. Walden (VPFA), | A. Richard (VPI), | C. Mangahas (VPA), | I. Chan - Biochemistry Student Association (BSA), | Biomedical Student Association (BMSA), | N. Tremblay Biology Undergraduate Society (BUGS), | Chemistry Club (ChemClub), | A. Jogoo - Physics Club (PhysClub), | E. O'Sullivan - Materials & Nanoscience Society (MNS), | C. Pham - Science and Business Students' Association (SBSA) | M. Thomson - Waterloo Undergraduate Student Geological Society (WatRox), 1 FEDS Councillors

***BMSA - absent***

*Note: BUGS left during the meeting, and switched to proxy vote; ChemClub proxy voted in for part of the meeting but arrived late during meeting later on, President left during meeting*

**Announcements**

1. Today is the regular External Funding meeting for Science Society.
2. Tabled from last week is the Science Society Budget for approval.
3. Candidate results from the election must be approved and ratified as we fell short of quorum. Candidates will be given the opportunity to Q&A with the board.

**Call to Order**

*Move* to begin the orders of the day.

*Move* to approve the Board of Directors minutes and agenda of 29th January, 2018.

**Preliminaries**

*Move* to suspend the rules and yield the floor to the ERO for overview of elections.

*NOTE: once the motion has been seconded, the floor will be opened for Q&A from the candidates.*

***Kiana Walden – Candidate for Science Society President (S,F,W)***

- Current VPAF for Science Society
- Running for Spring, Fall, and Winter terms
- Platform:
  - o More student involvement and more student awareness that they are general members of the society
  - o Implement calendars of events ahead of time that students can access
  - o Increased accessibility for students
    - Mental Health
    - Academic Opportunities
    - Introduce midterm sessions for upper years
  - o CnD – introduce a 5-year plan to ensure that work with the CnD continues

***BSA:*** First year integration is an ongoing problem, do you have any strategies to address this?

***Kiana:***

- Hold a science networking event at the beginning of the term
- Let students know beforehand about events we are holding
- Give out pamphlet or calendar in orientation kits
- Have an event just for first years to get to know upper years and profs

***SBSA:*** There are a lot of things you want to get done; if you could put it into one or two sentences, what do you want to do and what are your priorities?

***Kiana:***

- Get word out about what SciSoc is, that we are the voice of science students and not just a group giving out food, etc.
- Let student know that they have an active role even if they aren't a coordinator
- Let them know what resources we have

***SBSA:*** In terms of increasing awareness, is your plan to increase the team, or increase the number of events and reach out to more students?

***Kiana:***

- Not necessarily events, but more about just being informed
- There are different ways to reach students (e.g. Prof Talks) to make students aware that we are here
- Looking to do a video to get the information across instead of being on a website

***President:*** Outside of SciSoc, FEDS has been trying to get more involved, are you encouraging that?

***Kiana:***

- I'll be going to a lot of meetings where I can build connections with FEDS
- I want to have a meeting with FEDS to see how things can be mutually beneficial, what our relationship is, and how to strengthen our relationship from there

***SBSA:*** Last couple of terms you were VPAF and there are challenges in every role; how do you think dealing with these challenges will help you deal with challenges as President?

***Kiana:***

- As VPAF, the challenges are mostly finance right now, but things have occurred in BOD and with our coordinators that I've been involved with
- Maintain communication and have open lines for communication
- More transparency to the Board

***Glenda Thai – Candidate for VP Academic (S, W)***

- Currently an Events coordinator
- Previously have been the Admin Coordinator for 2 terms

- Running for VPA for Spring and Winter
- Platform:
  - o Main focus – promotion of academic opportunities
    - Expose opportunities to students that they would have used if they knew about them
    - Hold Science Showcase
    - Implement Volunteer Spotlight
      - o Previously was a Coordinator at the Volunteer Centre
      - o Volunteer spotlight could be done once a month
      - o Students could talk about how they got a science opportunity, how they got involved, and why they do it
    - Career Development Series – target a larger group of people and target as many students as possible
    - Co-op – resume critiques, cover letter development, graduate talks, research talks (research students and research scholarships)
    - Focus on current courses students are taking – plan sessions to help with lab reports or midterm review sessions

**President:** Is there something you would change about the Science Showcase?

**Glenda:** In the future – incorporate groups and clubs in the KW region so you aren't limited to things on-campus

**VPI:** VPA is the main bridge between SciSoc and CECA, what would your stance be/relationship be with CECA after recent events?

**Glenda:**

- Not too clear on all the details of what happened
- In the future I would catch up and be more familiar
- Communicate with CECA so they know what we want and we know what they want and go to meetings

**SBSA:** Generally, there has been a low turn out to the resources that we have; as VPA, how would you help change that and let students know what we have?

**Glenda:**

- As VPA, you plan events, as and a current Events Coordinator, it is easiest to reach out to students at events as there is only so much we can do online
- Let students know what we do in person and get them more involved

**SBSA:** Do coordinators help you with that or is that the usual?

**President:** Each executive has specific coordinators that work under them

**Glenda:** Since all coordinators are required to be at events, we would have coordinators talk at events

**Calin Lazarescu - Candidate for VP Internal (S)**

- Running for VPI in spring term
- Previously an Events coordinator, and currently the External coordinator
- Platform:
  - o Advocate and make mental health awareness a priority for science student population
    - Work with advocacy coordinators and plan larger events
    - Make the position more involved
  - o Create relationships with departmental clubs and other clubs under the science umbrella to create the best thing possible

**VPI:** You mentioned open communication, how in particular or what tools will you use to build these relationships with the departmental clubs?

**Calin:** If I am elected, I would meet with everyone in-person to understand their needs and provide my contact information, and provide them with my email or Facebook so they can relay their issues to me

**BSA:** Mental health is a big issue, do you have any specific examples to get a bigger outreach?

**Calin:** SciSoc is the frontline, but we make students aware of the proper resources (e.g. SSHT, Mates); we outline what they do and point students to them

**Akshay Jogoo - Candidate for VP Administration & Finance (S, F, W)**

- Currently in SciSoc as a CnD manager and PhysClub president
- Running for VPAF for Spring, Fall, Winter
- Platform:
  - Putting new systems into finance
    - o Getting opinions on how to use the funding from students through surveys and spreading the funding at that level based on the results
    - o For example, if people really want events or career development, we can work towards that
  - Open funding for people who aren't in science
    - o Because they don't pay fee they cant come into our events
    - o They want to be part of our community, so we should let them pay the fee to join
  - Charity event – have an event linked to a charity to fundraise money; focus on the bigger society and not just on-campus
  - Takes suggestions from customers and implement them more regularly
    - o Have a survey or drop box for suggestions

**MNS:** Do you think you will step back from your role at CnD?

**Akshay:** Stepping into a role like this, I will delegate roles and make sure the managers are able to

run the shop on their own so I can focus on SciSoc

**SBSA:** The objective of every club is to use all the money and get the most engagement you can; how has your experience with PhysClub helped you, and what can you bring to VPAF?

**Akshay:** I would trying to frame things based on the interests of students

**SBSA:** In terms of budgeting and finance – how would you get a good turnout and make sure you are using money property?

**Akshay:** Getting things out in an email and having that kind of outreach; as for what has worked in PhysClub, we took a poll during the beginning of the term and based on the results we planned it around that

**Speaker:** Being in CnD as a manager since 2015, are there things that you noticed that were successes and failures? What is the next step to improve the CnD as a business?

**Akshay:** Make sure promotion works and find a way the CnD can connect with students more, and finding something that will make Science CnD stand out

**President:** Having surveys out for events is great, but for departmental clubs you have actively engaged students, and usually surveys don't have a good turnout; would you use small number to represent the whole?

**Akshay:** Depending on the number of people we would see what they are interested in

**President:** Since the other faculties are a small proportion of students who want to be involved with SciSoc is it wise to spend our budget on those students?

**Akshay:** I would implement a system for them to pay the \$9 fee

**President:** Although ordering ahead of time for the CnD is good, how will you make sure inventory does not go to waste?

**Akshay:** Depending on student input, we could start with a small number for that item and see how it sells and go from there

**President:** How is it different with what we do currently?

**Akshay:** Right now the suggestions page is in a binder; I want to make it more open, and put in a drop box or something online

***Gillian Lampkin - Candidate for VP Academic (F)***

- Running for VPA Fall 2018
- Platform:
  - I plan to work to increase transparency between science students and CECA and advocate for the students needs of CECA
  - Have conversations with CECA and relay information to Board and to students
  - Build upon Career Development Series – target student group from all departments
  - Increase turnout and what students get out of the event by using my skills as a previous events and my network of science professionals
  - Invite alumni to talk about their experiences in undergrad
  - Initiate midterm help sessions through strong departmental relationships
  - Maintain constant communication with departmental clubs
  - Advocate for student needs and concern

***President:*** CECA is a big organization and they might not listen to what students want, how will you make sure student voices are heard instead of just attending meetings and just saying what we want?

***Gillian:*** I would talk to students during events and relay that information to CECA, and let them know that it is important that they are heard

***Veronica Chan - Candidate for VP Internal (F, W)***

- Involved with SciSoc as an Advocacy coordinator over the Fall and Winter Terms
- Helped organize and run events such as dog therapy and pot painting, but these events don't break through the stigma
- Need to evolve our events to a deeper level of discussion around mental health and mental illness
- Hold an open mic night event to support mental health stories
- Will also have strong communication with departmental clubs, offering aid when needed and collaborating with departmental clubs to build a larger audience for our events
- Create platforms for students to voice concerns through surveys and other means, have coordinators interacting one-on-one with students

***BSA:*** Stress, anxiety and other aspects of mental health and mental illness (or rather general stress) is very common in university, how do you plan to combat this?

***Veronica:*** Knowing the campus resources available is a big help for students; this is why we've been doing the feel-good events like WWs and raising awareness about services available for students. We could also organize events where upper years can help/aid lower/first years.

***Move*** to bring the Board under voting procedure for Executive Committee appointment.

***VPI motions, WatRox seconds***

Motion passes unanimously

No nominations

***VPI - Move to have board appoint the executives as elected***

## **Seconded by MNS**

All yay, BUGS abstain, Chemclub voted by proxy  
Motion passes

*Be it resolved that* the Executive Committee for the 2018-2019 year shall be:

**Kiana Walden - President (S,F,W)**  
**Calin Lazarescu - VP Internal (S)**  
**Veronica Chan - VP Internal (F, W)**  
**Gillian Lampkin - VP Academic (F)**  
**Glenda Thai - VP Academic (S, W)**  
**Akshay Jogoo - VP Administration & Finance (S, F, W)**

*VPA moves to resolve the Executive Committee for the Spring 2018*  
*MNS seconds*

All yay, BUGS abstain, chemclub voted by proxy  
Motion passes

*Be it resolved that* the new Executive Committee for the Spring 2018 term shall be:

**Kiana Walden - President**  
**Calin Lazarescu - VP Internal**  
**Glenda Thai - VP Academic**  
**Akshay Jogoo - VP Administration & Finance**

## **Public Session**

*Note: Any Society members can speak during this time, including the Board members.*

1. *Move* to yield the floor to external funding applicants (order at discretion of the VPAF).

Presentations by UW Pre-pharmacy Club and UW STEM Fellowship

2. *Move* to open question period from members-at-large.

UW STEM Fellowship:

**WatRox:** Are guest speakers targeted towards a specific field?

**UW STEM Fellowship:** We try to bring opportunities to students. We bring in grad students or students involved in research, profs; student journals come in and give input on how they can get involved

**President :** It showed that 40% of students are in science but 30% are in Math, have you reached out to other societies?

**UW STEM Fellowship:** As of right now no. For the last workshop it was mostly science

**President:** Will you be attempting to?

**UW STEM Fellowship:** We reached out to science society because it has had a positive relationship with science students. If we find out they reach out to other students we will, but predominantly our active members are in science.

**BSA:** Other people run writing workshops, what's the difference between yours and other ones?

**UW STEM Fellowship:** Our workshops are not just about how you do to intro, abstract, conclusion; we don't just talk about how to write a lab report/scholarly article. We talk about how to get involved and how to publish your work, and different ways to edit their work and the resources available.

**VPAF:** This is just a comment for you guys, Math Soc would be willing to give you money, so you guys should explore your options, just as a suggestion

**Speaker:** The writing centre helps out with technical writing and it is paid for out of student fees, what services do you offer?

**UW STEM Fellowship:** How to get involved in research writing, how to get involved and get published. Writing centre is an ongoing service that is more focused on academics. We are more focused on extracurricular writing and publishing in scientific journals apart from school opportunities.

**VPAF:** Have you reached out to different societies or clubs to collaborate with them?

**UW STEM Fellowship:** Zahra has reached out before.

3. **Move** to approve external funding requests for for a value of \$ CAD with the following conditions: *(for unconditional funding, the above are left blank)*

UW Pre-Pharmacy Club: Requesting \$250.00

UW Stem Fellowship Club: Requesting \$200

Discussion of conditions:

**MNS:** Would like to see scisoc logo

**SBSA:** Note that it is open to all science students



Discussion for UW Pre-Pharmacy Club:

**SBSA:** What about giving them \$200 now and \$50 later?

**Speaker:** They get the money at the end of the term so it is still a lump sum

**VPAF:** What is your reason for suggesting that?

**SBSA:** \$250 for one event seems like a lot, but if they have a lot of events then it is okay; if we give them \$200 and they budget their events effectively then we can decide if they need the \$50

**BSA:** I agree with that point because they are also doing a fundraising event

**Speaker:** FEDS clubs only get \$70 dollars but they cater to a larger number of students; \$70 from feds doesn't go a long way, and we can give them the money since we have the money allotted

**MNS:** This might reflect well on us, since we have the scisoc logo on their promotions it would look good and attract science students

**VPI:** I agree with MNS and I want to give them at least what they are asking for

**PhysClub:** I wasn't there for their presentation, but from what it sounds like I would give them the amount they are asking for, \$70 doesn't seem like enough

**BSA:** They have less students benefiting, so it might be good to give stem maybe an equal amount, like give them equal of \$250

**VPI:** I motion that we give them amount that they are asking for, since the amount they budgeted

**VPAF:** They might not be putting that challenge since they don't have the amount of money at that time; we could give them more money and have a condition where they put a specific amount of money towards the event

**MNS:** If we give them more than they would ask it probably won't be used for an event this term, so there might be better use for it

**Speaker:** Offer them \$300 this term and whatever they don't use they don't get so it doesn't carry over and do it as a reimbursement instead and have them get a cheque request from scisoc instead of feds

**VPAF:** I would prefer not to do that

**BSA:** I motion to give pre pharm the asking amount and follow two conditions above

**Speaker:** Also to send their promotion to scisoc to check it and so we can also promote it

### ***VPI Seconds***

All yay (ChemClub proxy vote, BUGS proxy vote)  
Motion passes

### ***MNS motions to give UW STEM Fellowship the asking amount and to follow two condition above Physics seconds***

All yay (ChemClub proxy vote, BUGS proxy vote)  
Motion passes

4. ***Move*** to close Public Session and proceed to *Old Business*.

### **Old Business**

1. *Speaker's Prerogative*: the Speaker ***moves*** to recall the tabled agenda item for budgetary approval of the SBSA club.

***SBSA***: The \$40 is just the shipping cost for the merchandise. We got students to pay for their own but we didn't want it to be too much; it was just the shipping and handling costs we paid on our own. The water bottles was an idea, Jaskaran was just confused.

***BSA***: So you got people to cover entire cost except for shipping and handling?

***SBSA***: Yes.

### ***SBSA motions to have their budget approved by board. VPI seconds***

Passes unanimously (ChemClub proxy vote, BUGS proxy vote)

*Speaker's Prerogative*: the Speaker ***moves*** to recall the tabled agenda item for budgetary approval of the Science Society.

***VPAF***: We dropped iclickers by \$100 because we can probably get them from students for less money but the same amount of iclickers; it was previously at \$800, now at \$700. The career event budget is for 3 events after speaking to VPA and will be for \$400

***ChemClub***: How do the numbers compare for Sciball for the amount of funding put in and and how many people attend in comparison to Gradball?

***Speaker***: ChemClub is probably asking what percent of budget is spent on sciball and gradball,; the calculation was 43% of the budget

*VPAF*: 43% seems like a lot but we get funding from other places

*VPAF*: We had \$14,000 budgeted for the venue, food, décor, dj, lighting, security for 650 students with photobooth, pictures. \$25,000 this term for Gradball – the amount that scisoc actually spends decreases depending on the amount of external funding we get, and this pays for grad gifts, wine at tables, raffles, profs, venue, catering. It caters to fewer people but it provides them with different things that Sciball doesn't provide. Sciball was semi-formal but Gradball is formal and is usually more expensive, but it will most likely will be under budget.

*BSA*: How much was it in past years?

*VPAF*: Past year was \$27,000 because they had less external funding

*WatRox*: Why did tickets go up if we are spending less?

*VPAF*: For the inflation of food

***VPAF* motions to approve scisoc budget  
Second by MNS**

All yay, ChemClub abstains  
Motion passes

2. ***Move*** to a moderated caucus for the discussion of the General Meeting (GM) agenda & minutes ratification and ratification of GM motions.

***Move to ratify constitutional amendments pertaining to science society fee adjustment  
VPI motions, MNS seconds***

All yay, ChemClub and Physclub abstain  
Motion passes

**AMENDMENT:**

**The Science Society Board of Directors shall be empowered to increment the dues paid by members in an amount equal or less than the annual increases of the Consumer Price Index (CPI) of Canada (according to Statistics Canada for the calendar term immediately previous). Notwithstanding, any changes to fees, recommended by Board of Directors, beyond the CPI adjustment must be approved at the regularly constituted General Meeting of the society.**

*VPAF*: What is it at currently?

*Speaker*: 1.9%

*BSA*: What if it is not approved at general meeting?

**Speaker:** Board of directors can address this on an annual basis if we need it to match the CPI, if the board recommends it beyond cpi it must be approved at a GM.

***Speaker motions, VPAF seconds***

Passes unanimously

**Speaker:** The GM motioned to increase fees to adjust for prior years inflation since last fees increase, the Board has a responsibility to reasonably act on implementation of GM approved decisions. In that spirit I move that we increase the fee to \$15 to adjust for CPI changes since the 90's.

***MNS seconds***

***Friendly amendment:***

**VPAF:** \$15 doesn't seem like a lot but it might seem like a lot for science students, maybe start to increase of \$12 then go to \$15. The fee adjustment should be yearly not termly.

**Speaker:** Sure, this is reasonable, I'll accept that as an amendment to the motion as presented. I move that we increase the scisoc fee for up to \$15 in two years in two steps, \$12 in one year and \$15 in the next year

**WatRox:** How are we communicating this to students?

**Speaker:** We are presenting this once approved by COPS and after Exec determine methods to market, I suggest first running a campaign telling students what scisoc does for them, this is already being worked on by exec currently, and then informing of increases coupled with this info so it's not misleading. We will be able to provide more events to you and more resources for you, we can try things new things out

**VPAF:** We will make a post and have a Q&A; refunds will probably go up but the increase will make up for that

**BSA:** When would it begin?

**Speaker:** This needs to go to FEDS COPS first then the exec would lobby to board of governors who would decide on the increase; fees wont increase for a year

***Speaker motions as amended to lobby for first increase now and then increase next increase a year later***

Seneca (FEDS) abstain, BUGS abstain, All else yay

Motion below:

***Be it resolved*** that the Board of Directors ratifies the General Meeting motion for increase of fees to adjust for inflation since the last time the fees increased.

***Be it further resolved*** that the Board of Directors moves to adjust fees to 15 dollars to comply with General Meeting motions, to be distributed in two increases over two years:

- 1) First an increase to 12 dollars (increase by 3 CAD) in the 2018/19 fiscal year
- 2) Second an increase to 15 dollars (increase by 3 CAD) in the 2019/20 fiscal year

Motion passes

4. ***Move*** to a moderated caucus where any additional items may be brought up by any member of the Board.

5. ***Move*** to conclude Old Business and proceed to *in camera* session.

### **Committee, Clubs, & Societies Reports**

#### ***University-wide Committees***

*Co-op Education Council and Co-op Student Council* — Briefing by the VP Academic and FEDS Councillors.

CEC - no recent meeting so no updates

CSC

- Brought up topic of job relevancy/job availability for science students (quality of work term), and that students get hired for jobs that might not be relevant but are still counted as a statistic
- Will be bringing up for approval process of jobs and figure out how CECA can address that
- Also going to be looking into what are student expectations, what do students think are the kinds of jobs that they can get, and what is a successful co-op term

*FSF Committee & WatSEF* — Briefing by the President or VP Internal.

WATSEF - no meeting, FSF briefing will be from Rithika when she is present

*Committee of President's* — Briefing by the President or VP Internal.

#### ***Speaker:***

- Monthly meetings; creating procedural document for updates
- Will be meeting with scisoc execs
- Society fob has moved forward and usage will be controlled by scisoc
- Webpage on feds site for societies
- Increase society involvement during orientation
- Clear up form guidelines for societies

- Working on transition for societies
- Rithika can give better update later

*FEDS Council Reports* — Briefing by the FEDS Councillors.

- Sustainability amendments
- Looking at better ways to reach out to societies and to general students
- Emails, bulletins in imprint, bulletins in emails

### ***Executive Updates***

*President* — Not present

*Vice President Finance & Administration* — CnD debit credit terminal is still being worked on by FEDS; we should have the carryover and actual values for term fees this term in the next couple weeks

*Vice President Internal* — Planning and organizing Wellness Weds, athletics events, cross faculties events

*Vice President Academic* — Professional Headshots on February, for all other events - no updates, still finalizing details

*Executive Coordinators (Administrative Coordinator & Financial Associate)* — Not present

***Speaker:*** I would like to bring back executive updates; we can make a template to use so it is easier. Basically just a beginning of term update and an EOT update.

### ***Departmental Clubs/Societies Updates***

*BSA* — No updates

*BMSA* — Not present

*BUGS* — No updates

*ChemClub* — The week after reading week is our GM on Tuesday to ratify constitutional changes

***Speaker:*** I motion to allow their constitution to be the interim constitution until GM approves it  
***VPI seconds***

All yay

Motion passes

*PhysClub* — No updates

*MNS* — No updates

*SBSA* — No updates

*WatRox* — No updates

### **New Business**

*Any other items of New Business may be brought up now.*

***Speaker moves to formally task executive to work with FEDS to bring back societies email list for science students***

***VPI:*** I would like to make an amendment – in the event of failure, they should explore other options for mass communication

***Speaker motions as amended - to formally task executive to work with FEDS to bring back societies email list for science students. In the event of failure, the executive should explore other options for mass communication.***

***WatRox:*** Can we put a cap on it?

***Speaker:*** The registrar would put the cap on that.

***VPI seconds***

All yay

Motion passes

***PHYS:*** Can we bring back exam bank?

***Speaker:*** The faculty asked us to take it away.

***WatRox:*** What was the exam bank?

***Speaker:*** If the professor gave out an exam, it was put in the scisoc exam bank; if the prof asked for it to take to be taken out we would do our best to remove it.

***VPI:*** Maybe we should table it and talk about it another time.

***Speaker's Prerogative*** – the Speaker moves to table conversation for next BOD meeting

***Speaker:*** I would like to include class reps that would represent class to the department or faculty to advocate about professors.

**WatRox:** Would that be considered an exec of a club?

**Speaker:** It's up to you guys, we would probably have to task the execs with it.

**Speaker:** On Kristin's behalf: she would like the departmental clubs to have seats in the planning committee

*Speaker's Prerogative:* the Speaker moves to table this to the next agenda

### **Adjournment**

**Move** to adjourn.

All yay

Motion passes

**Next Meeting:** 6 March, 2018 at 17:30.