

University of Waterloo Science Society

Board of Directors Meeting (~1-1.5hrs)

Chair's Agenda for 06 November 2019 at 5:30pm in B1-266

Members: | V. Chan (President) | A. Jogoo (VPFA) | C. Benson (VPA) | M. Bilopavlovic (VPI) | M. Rayani (Speaker) | D. Li and A. Umapalan (Administrative Coordinators) | O. Lee and K. Karim (Financial Associate) | Biochemistry Student Association (BSA) | Biomedical Student Association (BMSA) | Biology Undergraduate Society (BUGS) | Chemistry Club (ChemClub) | Materials and Nanoscience Society (MNS) | Physics Club (PhysClub) | Science and Business Students' Association (SBSA) | Waterloo Undergraduate Student Geological Society (WatRox) | FEDS Science Councillors | Aviation Society | Women in Science (WIS) | Science Senators | Psychology Society |

Absentees: Women in Science (WIS), Science Senators

Call to Order: 5:43pm

Move to begin the orders of the day.

Announcements

- Welcome back!

Old Business

Move to Old Business, from last meeting and onwards

- Motioned to approve the [meeting minutes from last week](#)
 - 7 in favour - **motion passes**
 - 0 opposes
 - 1 abstain

Moderated Caucus

Move to a moderated caucus, where additional items can be brought up by any Board members.

- N/A

Public Session

Move to open question period from members-at-large. Note: Any Society members can speak during this time, including Board members.

- N/A

Committees, Clubs, and Societies Reports

Move to close Public Session and proceed to In Camera Session

University-wide Committees

- N/A

Executive Updates

President -

- Events:
 - Thanks for working well for Hall-o-week → It was very successful, new people came into the rooms and it helped promote traffic in the hallway
 - General consensus from everyone was that it was good
 - We should do a week like this every term to promote the hallway and clubs
 - Winner of Hall-o-week has been posted on the SciSoc Instagram page
 - We are buying the AirPods on our end and arranging a time to give them the AirPods
 - Did DIY stress kits, gave away face masks, chewy bars, Welch's, and squishies
 - Also selling tickets for the winter wonderland bus trip coming up
 - Working on a christmas event: apple cider and cookies, Santa photos, and giving out polaroids
 - If anyone wants to be Santa, message Veronica!
 - SciBall:
 - Having ticket sales right now, already sold over 100 tickets, please buy your tickets, and advertise to your friends!
 - Working on venue details, food → Overall everything is going well
 - GradBall:
 - Looking into venues, trying to book an external venue, will talk about later in regards to costs
 - Looking at Grad gifts, water bottles and reusable cutlery are a couple of things we are looking into
 - If you have suggestions let us know
 - Trying to find sponsorships to increase budget, but tough (working on an external package)

Vice President Internal –

- Working on Constitution Updates (Process for these changes is to create suggestions, then vote with the board on them, and then they go to a general meeting to inform the science body about them)

Vice President Academic –

- Had interview skills event last week
 - Went really well, good turnout
- Planning a career planning event for next week
- Thank you everyone for sending in the things you want to promote → have been good with sticking to the deadline
- If you guys want things promoted please send them in by Sunday night! (Open to all clubs!!)

Vice President Finance and Administration –

- Thank you for the cheque requests you've been sending in!
- As a note: If you have a cheque request for Hall-o-Week, fill out a Science Society Cheque Request form (has a blue covering, instead of Red), not Departmental Club Request!

- We have a debit machine now, available in the office, but if you want to borrow it come to Akshay a week in advance
 - Have to set a date it you want to use it, since we use it too
 - Can only use the debit machine for one event on a particular day (If we use it for SciBall sales that day, then no one else can use it for any other event)
 - Can message Akshay on Facebook or email him
- Some people have ticketed events coming up where you have to take out cash (ex. BSA sushi)
 - Do not use your cash box money, that should be put aside, and the revenue should be put into an envelope and given to Akshay
 - If you need money, let Akshay know a week in advance and he can withdraw money and give you the cash (from your bank account)
- In terms of events, Dave McDougall looks at the event forms and had a comment about student prof nights
 - He thought there were 5 student prof nights coming each week, even though they were the same events just submitted by different people
 - If you have a collab event, only fill out one event form not two!
 - Say PhysClub and MNS on the form and shoot an email to Akshay afterwards to clarify
 - Akshay will forward it to Dave
 - In terms of insurance, if the event says it ends at 11:30pm, it seems sketchy, so say that it goes to 9pm, and have it unofficially go until 11:30pm (Would only have the event go until 9pm on paper)
 - PhysClub: On the invoice, it will say it goes to 11pm, that doesn't cause any issues?
 - Akshay Jogoo (VPFA): It shouldn't, but I'm not entirely sure.
 - MNS: How do you fix the invoice error?
 - Akshay Jogoo (VPFA): Let's table the discussion for now, and we'll come back to this next meeting after I clarify this issue with Dave
 - Motioned to table the discussion on end times of events until the next meeting
 - 7 in favour - **motion passes**
 - 0 opposes
 - 1 abstain
- Science CnD has David's Tea month, right now it's \$1 any tea, next week is Davids Iced Tea for \$1, and the week after it's a raffle for tea
- Getting a heating rack in the CnD, it's going to be arriving, and ordering samosas (new warm food item!)

Executive Coordinators –

- N/A

Departmental Clubs/Societies Updates

BSA –

- Just had Student prof night with ChemClub and BUGS (70 ppl), had some trouble but it'll be ironed out
- Doing weekly brewing with biochemists (Good Turnout!)
- Planning on cancelling it on week to get a first year event going!
- Doing Sushi event soon, selling tickets
 - Go to Ye's and have AYCE
 - Budget has ticket value
- Nov 14th is CHEM 264/266 night with BUGS

BUGS –

- Jackbox game night, lots of fun and new people!
- Student prof night was good (:
- Having a bowling with WatRox, and 267 review, and EOT at Eastside Marios
- Akshay: Karaoke?
- BUGS: Karaoke!
- Mo: Alcohol?
- Bugs: People have brought alcohol to the event do we need to approve that?
- Mo: If you give out drink tickets you have to approve it, but otherwise no

PhysClub –

- Last week we had an excel workshop
- Sold goodies last week
- Student prof night with MNS this Friday
- On the 20th we are having movie night
- End of November we are planning our EOT night with Grad students
- Since we changed our door codes, we have a policy of room volunteers who have the code and a volunteer has to be in the room all the time

ChemClub –

- Prof night! Good turnout!
- Under budget and thinking about appreciation gifts for the profs (only 8 profs showed up so its reasonable!)
- We are planning in the middle of Nov, a trivia night → tentative
- Mocha Mondays have been going good
- Planning our EOT

WATROX –

- Rock climbing event went well
- Next Thursday is mixer, Grads are handling drinks
- 27th is a bowling event with BUGS
- Having end of term event on the 28th at Mollys with a free meal

Psychology Society –

- Karen, temp replacing Leo!
- This friday we have a Kahoot Trivia night
- Board Games 25 dollars per game
- Next friday we were going to do a pub crawl but its not working out (doing something else in replacement)
- Therapy dogs next Friday
- Finishing constitution this weekend!

MNS –

- Had a talk today

BMSA –

- Had a BIO 130L event, first years come in and

Aviation Society –

- Zach - New rep

- Learned we only have 40 ppl on campus at a time and 35 came so that's good
- Selling our merch!
- Student prof night
- Superconductor lab event coming up → slight change in budget for that as we are no longer paying for our lab supplies, the department will
- EOT is go to an arcade!
- Legacy project in the MNS room (deciding on it by next monday)
 - Focus on it in the winter though
- go over mistakes (good TA support)
- Halloween event where we gave up free candy, photo booth and petition stuff
- 308 Review session with Dragana during her office hours (let us piggyback to get visibility)
- Next event is next week Thursday (WAT2DO)
 - Pharm students, paramedic, Someone for GRH
 - Akshay: Are you reaching out with pre-optom and pharm
 - BMSA: we did but they're busy with their own stuff, reached out to them for speakers
- Had chris hadfield come in for a lecture (200 students came)
- Open house last Saturday with a Sunwing guy come in (over 180 students come)
- Appointed new people with their positions, and year reps
- Planning a combined event with Women in Aviation
- Planning a career event mid to late jan
- Finalizing Gala plans for about May 8th (200+ ppl)

SBSA –

- Couple of events with really good turnout, like the breakfast!
- Want to hold a trivia night, last thing is the EOT which we are planning the week of the 25th
- Hall-o-week went well

Science Councillors–

- Students rights thing happening
- Housing report is delayed until Jan

Women in Science –

- N/A

- Motioned to allow Julian and Zara to stay for the In Camera Session and New Business
 - 7 in favour - **motion passes**
 - 0 opposes
 - 1 abstain

New Business

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

- Restructuring the elections, presentation by Julian Surdi - Submitted by Veronica Chan
 - Have been working on this with exec teams
 - Main idea is to have SciSoc facilitate the elections via organizing a time and location for interdepartmental clubs to have their elections so that they can be done in a unified way (Hall-o-week was a success and that was done unifiedly)
 - Only thing we would be doing is facilitating times and spaces (i.e. booking classrooms for elections to occur and promoting them together)
 - Why?
 - Starts term off properly/more organized
 - Helps all the clubs to have exec teams planned quicker and earlier than usual in the term
 - Want to increase voter turnout through all elections
 - Right now, individually turnout isn't the best for all the clubs (could be better)
 - Would like to host them in classrooms (Neutral space)
 - Students might feel intimidated with elections in a club space
 - Classroom feel safer and more welcoming
 - Promotion
 - Really effective to have all clubs promote the elections at the same time
 - Accountability
 - If you're representing students for the faculty, it is important that you are representing them importantly and properly
 - Regard the sample schedule, has the same room diff time (45 minute slots!)
 - Trying to maximize time and understand that students want to vote for different clubs sometimes
 - Wanted to present the idea now and take feedback (revamp it and rework it, and then finalize the idea next BOD)
 - Mo Rayani (Speaker): Neutral space thing is a good idea (Clubs hallway is definitely intimidating)
 - Mo Rayani (Speaker): How are you planning on actually implementing the earlier elections (Would have to start prepping it earlier)?
 - Julian Surdi: CRO's (Chief Returning Officer) are chosen already yes?

- Essentially, SciSoc execs would contact CROs to have this done (plan a time for as many people to come as possible!)
- We would start planning at the end of the previous term
- Mo Rayani (Speaker): Since you're implementing all the clubs, might want to start advertising this term!
- Julian Surdi: We should book the day we do the election by the end of this term, and have a promotion campaign/model set up for the first week back → then the election can happen the second/third week into school
- PhysClub: Do you think it'll be difficult to find a time for everyone to show up? (Labs, and classes run at different times for different programs)
- Julian: No matter when you run the elections there shouldn't be time constraints, everyone who wants to run will show up, everyone just has to work around the date/time.
- PhysClub: CRO's are figuring out a time and letting the rest of the club know during a meeting?
- Julian Surdi: Yes, basically!
- Zahra Hasan: SciSoc is facilitating the time and location but CRO's are facilitating the rest of the details.
- MNS: Referring back to the sample schedule, is that set in stone? Specifically are you set on just two times?
- Julian Surdi: Of course not! We are pitching it to receive feedback.
- MNS: MNS is comprised of Chemistry and Physics so a third time slot would work to accommodate those that would want to go to all three.
- Julian Surdi: Anyone else feel like their club could have a conflict?
- BSA: Biochemistry has Chemistry and Biology, it'd be good to have three slots.
- Julian Surdi: Roughly how long do you think you need for the elections?
- MNS: We usually go for about an hour.
- ChemClub: We usually last less than 30 minutes.
- Mo Rayani (Speaker): Keep in mind affiliated program clubs will have elections too (i.e. Biomed or Aviation etc.)
- Akshay Jogoo (VPFA): If you're serving pizza, we could do general pizza costs with everyone so we don't have to do so many pizza orders!
- Julian Surdi: That's something we can look at if the motion passes for the idea!
- ChemClub: Could we do two separate days?
- Mo Rayani (Speaker): Let's bring it back to the main idea that they're trying to present: SciSoc is just trying to facilitate and advertise the elections (provide a united front)
- Akshay Jogoo (VPFA): Easier to make the elections three time slots.
- Julian Surdi: We would like to keep it on one day, if I'm in a room that just voted, I'd be more likely to stick around and have some food then vote again rather than come on a different day. .
- WatRox: (Sidenote) EIT 1015 is our room number (Wrong number was on sample schedule)
- Akshay Jogoo (VPFA): Thinking about the time block: we could do 45 mins voting, 15 mins pizza?

- MNS: PhysClub has a weird timing for elections.
- Akshay Jogoo (VPFA): Is 45 minutes feasible to do?
- Mo Rayani (Speaker): This is getting very logistical, we are getting off hand, this can be sorted out later
- MNS: How would you promote this?
- Zahra Hasan: Class talks aren't very desired anymore.. The big class sections aren't okay with it anymore, so we could get it on SciSpace. Plus Scisoc is doing really well on social media this term, so it'll have good outreach in that way.
- Julian Surdi: We can have the schedule laid out and promote it that way! → We should promote it on all accounts for each departmental club.
- Akshay Jogoo (VPFA): We can have these logistical details planned, and then pass this down to the CRO's
 - CRO's: Should be deciding on someone who can run elections (if you don't have elections you don't need a CRO → i.e. SBSA)
- Mo Rayani (Speaker): Do you guys want everyone to have a CRO?
- Julian Surdi/Veronica Chan (President): Ideally, have a CRO picked, but otherwise the SciSoc president can act as the CRO for a club.
- Akshay Jogoo (VPFA): Double check in your constitutions as to who the CRO is supposed to be!
- Motioned to approve the restructuring of the interdepartmental clubs elections based on the idea of having them all together (unified) at the same time, but with flexibility for next term → Everyone is going to try their hardest to work with the idea.
 - 8 in favour - **motion passes**
 - 0 opposes
 - 0 abstain
- Working on Constitution Updates (process is create suggestions, then vote with the board, and then they go to a general meeting) - Submitted by Matthew Bilopavlovic
 - Update all FEDS mentions to WUSA
 - Update the \$9 student SciSoc fee to \$15
 - What Full members are (defined that)
 - SciBall Guest Info: Specify that you have to be a guest of a Science student or pay an additional payment so that the budget is being spent on them (tickets cover what they're getting)
 - Inclusion of student choice initiative
 - Note that the initiative came into effect
 - No longer going to do refunds through SciSoc (according to the university)
 - How to remove non voting member
 - Super majority vote
 - Remove science mentorship from BOD
 - Changing of door code policy on Policies and Procedures document
 - Also we requested for Door Code Changes (BUGS, BSA, and PhysClub got their codes changed, just as an FYI)
 - Please send Veronica everyone who has your door codes

- Put it in the policies and procedures
- Addition of student wellness to purpose of SciSoc
- Allowing students who have not paid the SciSoc fee to participate in unpaid activities
- State that all SciSoc executives will hold their term for 4 months instead of 12 months excluding the president who will choose their replacement for terms they are not available
 - I.e. allowing for a co-president that you can run with (Take Julian and Veronica for example)
 - Specifically outline an executive's term to be from the first day of said school term to the first day of the following term
- Establishes Women in Science as a permanent non-voting member on the BOD
- Thinking to propose each executive of a departmental club/SciSoc can only hold one position between clubs
 - For specifically VP and President positions (or like the people who have signing power)
 - Its for future terms, it helps with conflict of interest
 - **Revisit this next meeting**
- Motion to approve the policies and procedures and the constitution updates under the contingency that if something changes we will finalize it with you guys
 - 7 in favour - **motion passes**
 - 0 opposes
 - 1 abstain
- Speak about the halloween event and it's funding - Submitted by Veronica Chan
 - Veronica Chan (President): Everyone messaged me their approximate budget, but I added \$5 to everyone's budget (in case), so let's put a motion to use \$400 dollars from the SciSoc budget from the departmental clubs section so you don't have to use your clubs funding to pay for Hall-O-Week
 - Motioned to approve this funding unless otherwise deemed necessary
 - 7 in favour - **motion passes**
 - 0 opposes
 - 1 abstain
- Program specific Sweaters - Submitted by Victor Pham-Ho
 - Victor Pham-Ho: (Something we could do for future terms), have friends on AHSUM and they have program specific sweaters, unlike the sweaters in the Clothing Store - wanted to pitch the idea to cater Science sweaters so they have programs on them too
 - Carly Benson (VPA): Cool idea, but we have 18 programs, which is substantially greater than AHS
 - Akshay Jogoo (VPFA): If you send me the supplier, this is something I'd be interested in working on!
 - **Can revisit next meeting**
- Discuss the PhysClub room and its size - Submitted by Yilda Bkh
 - Too small to accomodate our students (looking for solutions) —> on-going discussion

- Physics is pretty large in science, a lot of people come in (trying to make it more welcoming), and that's quite successful, but the room is not big enough for that sort of crowd (slightly hinders the hallway in general)
- Room is always packed!!
- In future we can make a more detailed proposal, but we'd like to bring it up as a talking point
- Mo Rayani (Speaker): How do you propose we deal with this?? This can't be done over one term (might take more than one BOD)
- Yilda Bkh (PhysClub): We have multiple options: if there is a larger room we could move into, expanding into the Science mentorship room, moving back to the physics building (hinders interclub bonding though)
- Mo Rayani (Speaker): SMT room is faculty property, really hard to get around since it's being used for grad photos, we may have more space to expand eventually (Science Lounge), but that's not for a long time
- Carly Benson (VPA): In regards to the SMT room, we have asked faculty about it, and it was a very hard NO (they're using it for grad photos right now), and they mentioned that they own the rooms and technically we should be paying them rent
- BSA: If your purpose is to study in the room, there are many places where you can study elsewhere
- WatRox: Out of curiosity, the WIS (Women in Science) room, across from the CnD (extremely empty) → inquire about it
- MNS: As a side note, there have been a lot of people who have been closing other people's doors
- Mo Rayani (Speaker): That is unacceptable, and totally against the idea behind our hallway
- Veronica Chan (President): I can step in a talk to them if you want, but talk to your execs first
- Akshay Jogoo (VPFA): There are still quite a few people minus the studying people in the room
- Mo Rayani (Speaker): Let's take Honours Sci as an example: They are our biggest program, but they distribute amongst all the rooms (Try to promote a respectful environment so that more people can come into the other rooms) → we can't overstep and ask for another room (we aren't getting SMT room)
- Veronica Chan (President): We can hand in a proposal for the room, but that won't be done for a little while
- Yilda Bkh (PhysClub): Thank you. For now, what can we do with the problems we have due to overpopulation (hard to manage that) → Want guidance as to what we can do to improve the situation.
- Mo Rayani (Speaker): Understand that we are all science students and to respect the space (Let your students know there are physics students everywhere, in all the rooms)
- Veronica Chan (President): We tangibly can't say anything for you to do
- Akshay Jogoo (VPFA): Reach out to the physics department and see if they can do anything.

- Aviation Society: We don't have a room, can we propose for a room as well?
- Carly Benson/Veronica Chan: That's definitely a next term thing (if not later), but keep your expectations low for now.
- MNS: Another sidenote, recycling is a consistent problem for every room, the janitors said they won't take out our recycling because they paid a lot of money for the new bins in the hallways. They essentially said get rid of your recycling bin (it's useless).
- Increase funding for grad ball from 5% of the Science Society budget to 15% - Submitted by Veronica Chan
 - Akshay Jogoo (VPFA): GradBall is bigger due to an external venue and more grandiose overall, but it's getting less money from SciSoc: looking at next terms budget, to try and increase it
 - GradBall tickets are already quite expensive, so there isn't a lot of room there
 - Trying to get funding from next term allocated (10% more of the budget) to GradBall → 15% total from next term's budget as opposed to 5% currently
 - Trying to have a healthy balance, but it's difficult
 - Motioned to increase GradBall funding by using some more SciSoc funding from next term
 - 7 in favour - **motion passes**
 - 0 opposes
 - 1 abstain, by SciSoc

Move to adjourn the meeting

Meeting Adjourned: 7:57pm

Next meeting: Wednesday November 20th - 5:30pm (B1-266)