

## **University of Waterloo Science Society (1-1.5 hrs)**

Chair's Agenda for 26 September 2018

Members: | K. Walden (President), | A. Jogoo (VPFA), | V. Chan (VPI), | G. Lampkin (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**

1. Welcome to the Fall 2018 term and congratulations on being elected as your clubs' representatives!
2. Ensure everyone has had the opportunity to read the news posts on the Science Board of Directors Fall 2018 Facebook page and that everyone has been added to that page.
3. The elections for position of Speaker will be held this meeting immediately following *Call to Order*.

### **Call to Order**

Move to begin the orders of the day.

- Motion by Science Society President, seconded by BUGS

### **Preliminaries**

- No items

### **Old Business**

1. Budget increase for interdepartmental clubs
2. Move to Conclude Old Business

### **Public Session**

*Move to open question period from members-at-large. Note: Any Society members can speak during this time, including the Board members. (Can I get someone to motion? Can I get a second? Motion passed. Now we'll move to the committee, clubs, and societies reports)*

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

Move to close Public Session and proceed to in camera session.

### **University-wide Committees**

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

FSF Committee & WatSEF — Briefing by the President.

*FEDS Committee of Presidents (COPS) (President) — Briefing by the President.*

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.

Move to a Moderated Caucus where any additional university-wide items can be brought up during this time.

### ***Executive Updates***

*President* — Due to vandalism, consideration for door lock changes of departmental club offices

- Ensure that Board Meetings are efficient and inclusive
- Improve relationships with departmental clubs by being more inclusive
- Coordinator team is complete
- Science Society has planned event dates for the entire term
- First Wellness Wednesday tomorrow
- Professional photo event on Monday, October 1
- Science CnD posters fairly completed
- Planning trick-or-treat event with departmental clubs

*Vice President Finance & Administration* — 7% or \$3360 for each departmental club, subject to change due after full budget is adjusted from student membership refunds

Vote for instant increase of departmental club term budget from 5% to 7%, instead of semester 1% increase from 5% to 7%

- All in favour: 13
  - 0 oppose
  - 0 abstain
  - Motion passes
- 
- Departmental clubs required to create budgets and present in meeting two weeks later
  - Departmental clubs must use 70% of budget, remaining can be used or retained
  - Reimbursements requests are to be made in Science Society office
  - Changes to budget need to be sent to Science Society VPFA 24 hours before next board meeting
  - If a cash-box is required, notify Science Society VPFA
  - Other logistics
    - Fill reimbursement forms within 1 month of payment
    - November 30th is last day for cheque requests
    - Cheque requests need to be signed by executive of club
    - Ensure that cheque requests have signature, date, and email
    - Minimum 2 weeks for processing cheque requests
    - Obtain invoices, especially for large orders
    - 10% spending for clothing and accessories merchandise
    - Need to keep track and have physical, paper copy of ticket sales; collect to Science Society VPFA within 7 days of last ticket sales

*Vice President Internal* — These are the events we have for the next two weeks (an update for the next two weeks)

- Made Google Calendar for departmental clubs to insert respective club event dates
- Ensure that personal information for departmental club executives is correct
- Wellness Wednesdays are not limited to primarily Wednesdays
- Talk to Science Society VPI to change club constitution

*Vice President Academic* — Science showcase ~250 students and good feedback

*Executive Coordinators (Administrative Coordinator & Financial Associate)* — no updates

Move to a Moderated Caucus where any additional executive items can be brought up during this time.

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

*BSA* - Beginning of Term event on Friday, September 28 from 6 - 9 pm

- Weekly “tea times” on Tuesdays and Thursdays at departmental club office
- Planning Student-Prof Night in partnership with Science Society

*BMSA* - no updates

*BUGS* - Beginning of Term event was successful - large turnout

- Planning Student-Prof Night
- Planning bowling with WatRocks on November 23 (tentative)
- Timbits are available in BUGS office every Tuesday

*ChemClub* - Planning Student-Prof Night for late October/early November, in partnership with BSA and BUGS

- Rebooting “Mocha Mondays” - free coffee, tea, hot chocolate at the ChemClub office
- Planning for lab coat dyeing session mainly for the interest of first year students

*PhysClub* - Planning Beginning of Term event

- Next event is student-prof night in partnership with MNS
- Due to time conflict with Science Society, event likely to be on Friday
- Date of event will be decided on Friday, September 28

*MNS* - Beginning of Term event was successful

*SBSA* - Planning Beginning of Term breakfast event on October 2nd

- Planning mental health initiative in October, in partnership with SBAT

*WatRox* - Planning for Bowling Night, date to be determined

- Planning for Student-Prof Night, date to be determined
- Rock Climbing event on Saturday, November 17
- Designed merchandise (scale cards, stickers, etc.), for sale depending on costs

Move to a Moderated Caucus where any additional executive items can be brought up during this time.

### ***FEDS Report***

*Science Councillors* — FEDS General Meeting, in regards to passing policies, on Wednesday, October 24 at SLC

- Vote on October 3rd and 4th on reading week extension
- Controlled substances (alcohol, cannabis, and tobacco) policy for FEDS
- Possible, upcoming cannabis policy for FEDS, following marijuana legalization

*FEDS Board* – FEDS is currently restructuring

- Marketing communications budget is moved
- *Move* to a Moderated Caucus where any additional FEDS items can be brought up during this time.
  - No items

### **New Business**

1. Move to suspend the rules and enter a moderated caucus for 5 minutes to discuss the approval of Financial Associate and the Administration Coordinator of the Society, and speaker of the board (or deputy).. This may includes any other coordinator positions in the purview of the Board. Move to recall the motion to approve the 2018 Fall Term Coordinators appointed by the Executive.
2. Move to to a Moderated Caucus for 10 minutes to discuss the current Board of Directors meeting arrangements and potential alternatives. Call to nominate new meeting arrangements. Move to agree on a new meeting arrangement for all future Board of Directors’ meetings this term to begin effective Wednesday September 26. Be it resolved that the new meeting arrangement for the Board of Directors’ meetings Fall 2018 shall be
3. Call for an emergency meeting during the next week of October 1-5. Be it resolved that the emergency meeting will be taking place
4. Speaker’s Prerogative: the Speaker moves to a Moderated Caucus for 10 minutes. Any additional items can be brought up during this time.
5. Move to adjourn.
  - All in favour

**Next meeting: Emergency meeting next Wednesday, October 3, 2018 at 5:30 pm, subsequent meetings are biweekly**