

BOD Meeting (January 17th)

University of Waterloo Science Society (1-1.5 hrs)

Chair's Agenda for (TBD Date)

Members: | K. Walden (President), | A. Jogoo (VPFA), | V. Chan (VPI), | C. Mangahas (VPA), | Biochemistry Student Association (BSA), | Biomedical Student Association (BMSA - tentative name), | 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), | FEDES Councillors

Absent: Materials & Nanoscience Society (MNS) | FEDES Councillors

Announcements

1. Welcome to the Winter 2019 term and congratulations on being elected as your clubs' representatives!
2. Ensure everyone has had the opportunity to read the news posts on the Winter 2019 Science Board of Directors Facebook page and that everyone has been added to that page.

Call to Order

Move to begin the orders of the day.

Preliminaries

1. Approval of Speaker of the Board Coordinator of Science Society.

Approved

Old Business

1. Aviation Society - approve number of students and the money that Science Society will be funding to them.

An agreement was previously made stating that we will give \$4.00 for every student and there are approximately 92 students. The funds for this term will be provided at a later date.

A request was made by the Speaker to approve the motion that this expense can be taken from the Science Society bank account

- *Motion moved, second approved, motion passed*

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.

None of the members wished to speak.

Committee, Clubs, & Societies Reports

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

Public session was closed by the Speaker.

University-wide Committees

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

Updates from Co-op Student Council:

- The Co-op Education Council meeting will be taking place next week, hence we will be provided updates from this session next week.
- Members overseeing WatPD and WaterlooWorks have stated that notable changes include a job fair that will take place at RIM Park on February 6, 2019.
- There is a pilot project that the University of Waterloo is collaborating on with the government. The objective of the project is to pair individuals with neural disabilities with appropriate employers. This project does not replace co-op, but it assists with the job search process.

Updates from WaterlooWorks:

- Students can now book drop-in appointments and there is a lot of form functionality on the WaterlooWorks site.
- They are trying to implement an employer screening tool similar to the one used by “Indeed” for a better way to screen applications since employers receive a lot of applications. They wish to make internal guidelines to limit the questions that the employers can ask. Other tools include adding webcam interviews and direct links to LinkedIn pages.
- CampusConnect is where employers can see all the applicants from the university and post the jobs to them instead of a broad spectrum, but we cannot limit the employers’ guidelines at this time. It is a great opportunity for students as well to look at jobs, however we do not have the required control so we are planning to implement that.
- They are trying to reconstruct the framework of PD courses where students can pick and choose mini modules that can supplement their own learning to personalize the PD

course. All the other faculties are open to it but there is still discussion within the faculty of science.

- Concerns regarding co-op may be brought to Carlene's attention.

FSF Committee & WatSEF — Briefing by the President.

President was not present at the meeting. She wished to remind all the Scisoc executives and interdepartmental executives about the event this Sunday. Veronica will update the attendees with the details about the event. This event will take place on Sunday January 20th from 1:30pm to 5:30pm.

FEDS President's Committee (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.

Executive Updates

President — not present

Vice President Finance & Administration —

- Cheque requests to refund money can be done through filling out the cheque request form. Please try to be as clear as possible, make sure the writing is eligible and the name is in all-caps for clarity. The form must be signed by one executive from the club for the request to be approved. The corresponding receipts can be attached to the back of the form. The form can be returned to the Scisoc office where the accountant will process the request. The form is accessible online as well.
- Make sure to submit the form by Thursday at 10am to get the cheque processed within 2 weeks. On Thursday at 2pm, cheques will be printed and the cheques will be signed by Akshay or Veronica.
- Cheques may be picked up from the front sleeve in the binder and please make sure to sign the cheque pick-up sheet. An email notification will be sent once the cheque is ready to be picked up.
- As for details about the Scisoc bank account, the account is still processing cheques, thus clubs will be updated about the current financial situation next week.
- Club budgets must be submitted next week. We are looking at \$15,000 in total budget. This total will be split as 7% for each club, thus approximately \$3,528 will be granted for each club. The budget form must be submitted at least 24 hours before the next meeting to Akshay.

Vice President Internal —

- Working on implementing a Mental Health Week targeting different pillars of mental health each day - perhaps a more engaging way of improving mental wellness within the student body
- Increase number of fundraising events this year to raise more money for Canadian Mental Health Association
- Focus on increasing inclusivity in all clubs' rooms - hope to better plan and promote inclusivity week this term (will be further discussed in new business)

Vice President Academic —

- Planning with the first year reps for events this term is in progress. Potential events include resume critics, professional photoshoot and LinkedIn 101.
- There is discussion going on about trying to determine which events can be held because our resources may overlap with CECA's resources. We do not wish to double up on existing resources and we would like to add a science twist.

Executive Coordinators (Administrative Coordinator & Financial Associate) — No updates

Departmental Clubs/Societies Updates

BSA – no updates

BMSA – no updates

BUGS – They will be hiring coordinators soon.

ChemClub – They plan on running Mocha Mondays and are planning to have more lab days with Stacey (club collaborations are welcomed).

PhysClub – They wish for their website to be restructured with a better interface. We will address the changes once the marketing coordinators of the Scisoc team are trained. Once changes are made, Scisoc will inform you.

MNS – not present

SBSA – no updates

WatRox – They wish for their website to be reorganized as well. We will address the changes once the marketing coordinators of the Scisoc team are trained. Once changes are made, Scisoc will inform you.

FEDS Report

Science Councillors — not present

FEDS Board — not present

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 Science Society. This may include

any other coordinator positions in the purview of the Board. Move to recall the motion to approve the 2019 Winter Term Coordinators appointed by the Executive.

- The admin coordinator takes meeting minutes. The financial associate handles cheque requests and sends email reminders for cheque pick up.
- Motion moved by the Speaker to approve admin coordinator and financial associate. Motion approved and second. No objections. Motion passed.

2. Move 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.

A doodle poll will be made to determine the day and start time of the BOD meetings. The Speaker will check the poll and schedule the next meeting.

3. BMSA name change ideas.

Discussion

- Proposed name changes by the BMSA executives: LABS (life and biomedical science society), BLAST (biomedical and life sciences team).
- Naming BMSA as life sciences club can overlap with BUGS and BSA.
- BMSA is open to other suggestions but does not want a broad name because they want to emphasize that biomedical students are included.
- ~80% people in club currently are currently enrolled in biomedical science. There are about 700 biomedical science students on campus, thus having one club might be better since the population of biomedical science students is huge.
- There was a suggestion to make a poll on the student page to see what the students would like to see. We are allowed to do this. Target audience would be people who attend the BMSA events frequently.
- The target should be biomedical, honours and general sciences (potentially science students seeking to enter professional school).

Conclusions

- Temporary motion made by the Speaker to temporarily approve BMSA as the name of the club for budget submittal purposes.
- Motion moved by the Speaker to have BMSA focus their name change on biomedical science, honours science and general science students who are looking to enter a professional school and/or are not enrolled in co-op. Motion passed with 9 votes for in favour to pass the motion.

- The potential new name of BMSA should be prepared by the next meeting for voting purposes as well as budget purposes.

4. Event Planning

Collaborating interdepartmentally with career talks: a career talk night including all of the interdepartmental clubs for students to see the jobs that alumni go into (potentially to be held in March)

- Chem club has already planned a club career night
- The event may be too long when someone only needs 15 minutes of information from the whole event. To solve this issue, a schedule can be created that shows the time slots for the different clubs so that students can choose which events to attend.
- We can exclude the clubs that already have a club career night from the interdepartmental career night to avoid repeating the same information.
- All the executives at the meeting are in favour for this idea.

Trick-or-treat event

- This time we should plan ahead since last time was not successful
- We can discuss what week it is (potentially the week before St. Patrick's Day which is March 11-15)
- Four executives are in favour for this
- This topic will be further discussed at a later meeting

BOT

- Activities: food, bingo cards (printed on paper), projector kahoot game, board games (can be borrowed from DP, DC, engsoc and mathsoc)
- Date of event: next week Thursday January 24th or Tuesday January 29th in the evening (after 5:30 pm for approximately three hours, possibly 6pm - 9pm)
- Location: earth sciences museum (optimal and we will be updated by the WatRox executive regarding the availability of the space), STC atrium, STC basement
- Scisoc will handle advertisement posters for the event
- Catering will be handled by Scisoc (funding will be from Scisoc and this is predicted to be the biggest expense)
- A Google calendar will be used to officially schedule in events
- A group chat will be made for all the presidents
- The event will be happening.

- Motion moved by the Speaker to submit all BOT-related receipts to Akshay and he will calculate the total amount of expenses. He will then proceed to split the total amount equally among each club that participates in the event. The maximum budget for each club is \$225.

Motion moved and second. Motion passed with 8 members in favour and no members opposed or abstinent.

EOT

- Majority of members would like to have it as separate club events because professors are invited to the events and it can be conducted with a closer community.
- Members can take it home, think about it and bring it to the next board meeting.

5. Move to adjourn. (15 in favour, none opposed)

Next meeting: TBD based on New Business proceedings. Please vote on the