

University of Waterloo Science Society

Chair's Agenda for November 30th, 2017

Members: G. Thai (Minutes), R. Beena Kumary (President), K. Walden (VPFA), A. Richard (VPI), **M. Chung (VPA)**, **Dominique Audette**, **Iris Yan Chan** Biochemistry Student Association (BSA), *[insert names here]* Biomedical Student Association (BMSA), **Phillip Braunstein** Biology Undergraduate Society (BUGS), **Lilli Temple-Murray** Chemistry Club (ChemClub), **Anya Forestell** Physics Club (PhysClub), **Seneca Velling (Delegate)** Materials & Nanoscience Society (MNS), **Cecilia Pham** Science and Business Students' Association (SBSA), **Sara Turner** Waterloo Undergraduate Student Geological Society (WatRox), **Seneca Velling** FEDS Councillors

Announcements

Congratulations! You've reached the (likely) final Board meeting of the term. You deserve ANOTHER pat on the back. **proceed to pat yourself on the back again**

Call to Order

Move to begin the orders of the day.

Speaker's Prerogative: *Move* to begin the Co-op presentation and discussion as the main item of the day.

- CECA:

- Share presentation (most information here is on the presentation) and open the floor to questions
- Co-op 2.0: year and a half ago started, wanted to extend coop experience beyond the model used for the past 60 years (to change with student and employer needs)
 - Integrate new elements into coop
 - Main initiatives:
 - Flexible work terms: for Fall 2018
 - Want to offer more choice on work terms for both first years and upper years looking for diversity
 - Most programs have 5-6 work terms available in sequence. This would have 3 follow the current existing criteria (to satisfy the board) but everything beyond those 3 can be standard or flexible work terms
 - Flexible work term differences: student submitting rationale on why they want to complete a flexible work term, students arrange their own and it's not 16 weeks its 420 hours. Can switch employers and combine the work opportunities as long as it meets the 420 hours
 - Surveyed students nearing graduation or have done coop at some point - received just under 1400 responses, some said they would have benefited from flexible work terms had it been available, a huge percentage responded positively and said they

- would have used this opportunity again had it been available
- Held focus group for this, student in math/bio said it would be good to have flexible work terms to pivot and combine biology experience with computer science - opens up a lot of opportunities for field terms that wouldn't qualify for 16 weeks but would qualify for the 420 hours
- Running pilots now for flexible work terms to work out the kinks, in the middle of second pilot right now where students are eligible to complete 1 flexible work term throughout the pilot stages - encouraging students to speak to the advisors about coops that can meet these requirements to see if it is available
- First pilot feedback:
 - 10 students participated in first pilot, most students identified that they didn't set out to do it but was brought forward by advisors when brought up something they wanted to do
 - Most felt satisfied or completely satisfied
 - Doesn't need to align with the academic program but as long as the student can submit a rationale on why it relates to their career goal it would work
- Encouraging students to talk to their advisors if you have opportunities they want to be credited for (and to increase interactions/break down barriers between students and advisors)
- Want to spread the message, word of mouth would be the best way to do this (please help spread the message)
- WatRox: how did you choose the 10 students last term?
 - Advisors reached out to students who were still unemployed and brought forward this opportunity, and figured out that the work could fit the criteria of the flexible work terms
- BUGS: brought up to advisor for next work term and this was brought up however it didn't fall under this criteria (international). Would it be able to do part international and partially non-international, would that fall under the flexible?
 - It can, the international opportunities are already flexible so not going to broadcast it. Did have 1 student do 2 months international 2 months local. It is tough because all the risk management pieces for the international part
- BUGS: what would be the outcome if it wasn't abroad, advertised as 4 month but want them to stay for 6 months or was supposed to be 8 and then they wanted it to be 6 instead
 - Would go to the faculty relations manager to do that, would try to see what we could do.
 - Another question we get a lot are that is flex work terms designed for first years or upper years? The answer is both.

- First years would benefit from knowing there are more options and for upper years so they can get a credit for something that they might not think they would've been credited for
- VPI: with regards to requirements, how would the compensation requirements differ from the standard right now?
 - Will not, even if you put together 2 pieces of employment the pieces individually need to meet the guidelines. Coop students must be fairly compensated for their work.
 - Flex to be approved relies on the students rationale (why they want to do this) so if unpaid is a part of it, want to understand why the student would be okay with it
 - WatRox: if done work term that didn't have the requirements, would we be able to get a credit for it now if we had proper documentation for it?
 - As of right now no, we don't have a process for it but if we had a student that wouldn't graduate because they're missing that, could set up a petition to figure out something for it
 - Research certificate: for 2018
 - Create framework to recognize students who have completed 3 work terms in research
 - If students are choosing to specialize work terms in research, can provide recognition and certificate for it
 - Carries out survey from current coop students (response was great) and identified that this was of interest (86.1% yes)
 - BUGS: will this certificate instill more reason to get research jobs? (it is hard to get a research position) so will this initiative potentially bring in more research positions?
 - Franco: depends on the time, but this will make it easier to search for research jobs that will count into this certificate (will be flagged in Waterloo works and be able to be filtered)
 - Also, a lot of companies have research arm where they don't hire coop students so hoping that if you can say that there are students whose main focus is on research it may help but not pushing too hard for that now, need to wait. E.g Sunnybrook is interested in students who are mainly focused in research
 - BSA: what is the motivation to start this program? Essentially rewarding students who are focused in one area but what about the other students not focused on research, why research in particular?
 - Some students love gathering credentials so this helps that. Coop graduates offer different skill set because work experience, some students apply to American schools which means something different in the US, this

certificate can strengthen the idea of coop just being a part time job during school

- A lot of the other potential certificates can be explored in the future, this one was brought forward by students looking of recognition for research
- Did consult a lot of the faculty as well, so any credential that the university stands behind has to have evidence so that's why we went with 3 terms
- SBSA: what range of research are we looking at? Just lab jobs, or policy research etc.?
 - Will encompass everything except research that is very specific to a company to develop/change product. Looking at research that advances science. Is a tough distinction but want to make that distinction because there are a lot of cs and engineering students which would consider developing things like that as research but there is arguments against that
- First work term success
 - Broad category of things that wanted to be looked at with coop 2.0 process
 - Working towards 100% success on first work term
 - Students finding jobs through regular coop process or finding jobs on their own and submitting for credit
 - Increasing number of students working in skill development: e.g. some would work in a factory for painting poles, sweeping floors etc. but an employer would like to know that you could handle yourself in a factory environment. These aren't being posted anymore but is very important
 - Field work: e.g. beaker washing in a lab, researchers might find this good because you're still in a lab environment where your interest might be piqued in
 - Answer going forward: jobs that only first work term students can be applied to, so this will not erode the quality of jobs overall due to upper years not being able to apply
 - This plan to be rolled out for incoming class of 2018 for the winter 2019 work term
 - Upper years can petition for these types to be added if they have a good enough rationale
 - CHEM: relating back to research based one - if upper year going into 3rd work term with no science related work term. If you had one foundation work term only, do you need to go to the advisor for every single one of the work terms you want to do research in?

- If you have a really solid rationale, you could be asked to be added to them and probably will be more likely to be picked than the first term students. Going forward they don't need to have a rationale for every single job but depends on the rationale.
- CHEM: how would this relate to the junior senior ranking?
 - Would be all junior jobs for first work term students
- WatRox: students in earth science struggle to find jobs in their field (e.g will end up being high school coaches), so if they get a position from first work term that is unrelated, it would be in a position of disadvantage going into their second coop term. Would they have the opportunity to apply to this?
 - Would need to petition, need more foundational skills because didn't get the field work foundational experience in their first work term. Hoping to get more jobs in for it too.
 - There is a lot of grey area between which should count and which shouldn't but will make it very clear cut on which should be first work term only
 - Need employers to agree with it being only for first work term students or those who have in the past only hired first work term students
- Coordinated multi-experience models: not specifically first work term students but the one designed right now are designed for first work term students (greenhouse program)
 - Know that greenhouse is affiliated with St.Pauls but attempting to absorb it into coop and partnerships for it
 - Students rotate through series of 3 one month placements (consultancy models) - students called social entrepreneurs in training for organizations with social purposes and are unable to employ students for full 16 weeks (standard)
 - Trying to keep many components similar but looking to expand the scope - for winter 2018 term (launching) looking to hire 24 students for this program (fittig into the budget model)
 - Open to students from all faculties and all programs - looking for interest in social causes, leadership and an adaptable students because rotating through 3 employers and paired up with another student to complement their skill sets
 - Postings go up in January and placements go up in February
- University industry partnerships
 - Trying to find ways to partner with employers to include coop

hiring, didn't come up with a sustainable guidelines because each is unique

- Engineering has Capstone - come up with their own projects based on what they learned in co op placement (not working on actual project there)
- Had physics professor propose that if had students mentored by a physics faculty member during work term they might have access to more complex work as undergrad students - marketed this idea and found an employer possibly willing to do this but don't know what students would feel about this (on work term with employer but has a faculty member mentoring them)
 - PHYS: have no experience with coop (1A) but sounds like something would want to do
 - CHEM: what does mentoring entail? Do you have an additional commitment to the professor?
 - More like an advisor. A lot of employers are good but not good teachers, so have benefit to have someone else to help give advice and teach to allow more complex roles
 - President: is it just restricted to physics, or are there plans to expand? If a biochemistry student had a job in an engineering lab, could they have an advisor from that faculty to help guide them (no background information)
 - The first pilot is also so far from now, this is just an idea that is first being brought up to the BOD for feedback. Probably not
 - WatRox: there is only 1 geophysics professor at UW, if students are interested but there is only 1 professor and if they don't want to participate then would that disclude those students from the program?
 - A lot of professors gave positive feedback about this
 - BSA: seems like a lot of additional pressure
 - Hoping it won't be like students are accountable to the professor, more of a resource
 - BSA: might be a good way to establish a different relationship with the professors (can be intimidating to approach)
 - WatRox: Would this be an in person mentorship?
 - Could be skype or phone, for guidance and advice and additional resources
 - Looks like got decent feedback, no hard negatives
- To wrap up:
 - Less saying no and more seeing if it is possible, want to remain leaders of co-op education

- Questions:
 - SBSA: regarding flexible work terms: personally did 8 month work term for first coop term but found that by the end of 8 months there was still much left to learn, is it destructive to only be there for 2 months without getting a firm grip and then leave halfway?
 - This is not for everyone, there is value to immerse yourself in an employer for as long as you can, but there are opportunities that would be highly advantageous for 2 months only at a time, depends on if the student finds this type of work term beneficial or not
 - Goes back to the rationale as to why the students want to do something like this as opposed to the standard 16 weeks
 - Greenhouse: will do extensive vetting of employers to demonstrate that they have a project specifically outlined for the students to complete in the 4 weeks
 - President: few students brought up concerns about employers specifying a compensation and then after accepting the job the compensation changed (can be offered less than expected after accepting) is there a way to bind employers to what they committed to? Would be nice for students to have this firm commitment.
 - Reality is that is the compensation changes after the student signs the contract, should allow student to re-evaluate. The challenge is that it is hard to create a culture where employers have to guarantee and share compensation in advance. Right now trying to turn that into good practice for employers, encourage employers to have these conversations and giving them heads up that we are encouraging students to ask about compensation
 - Encourage students to get in touch with advisors and explain what happened
 - Can't control employer behaviour but can act on it
 - VPI: mentioned specific situation about e.g. saying it's based in Waterloo but then changed to being based in Toronto. Would a situation financial based (rate of pay) be similar where now the student can't afford to live there because the pay changed, is this a similar situation to allow the students to re-evaluate whether or not they can take this job
 - Yes of course, hours also frequently change. If employers do this again can't control it but can act on it, bring this conversation to advisors. Some are case by case and some are clear cut
 - Seneca: ranking situation where gone through first round of ranking and matched but after being matched (bound to it) but at that moment they change an aspect of the job but haven't accepted the job yet but again are bound to it already during matching process

- This applies to any step of the process, can bring it up to an advisor to see how it could move the student
- Canc all during ranking consultation period (2 hours during matching where advisors are all available)
- Encourage to reach out via email to keep the conversation going if there are any questions afterwards

Seneca to give the update with regard to FEDs council and MNS (moved up)

- Proxy for MNS today but have to leave soon
- MNS:
 - Kinkaku sushi EOT this friday 7-9pm, tickets sold out
 - Elections coming up soon, might move nominations deadline back because some are missing nominees - right now runs up to the 3rd of December for registration to vote online - can nominate anyone and elections will be held ending on January 3rd
- FEDs:
 - Elections coming up soon, nomination ends on January 15
 - Can run, it is a full time job (15 hours a week), will need to take just enough classes to remain enrolled
 - Intended to ask Franco regarding wage - will be meeting with Franco for CSC related stuff
 - If don't know wage going into the job (not required to show wage) and told to ask during interview, if the wage isn't good enough almost impossible to get out of the job at this point (only if it is past this point), trying to push for companies to list wages or allow students to back out due to the wage
 - Running for FEDs re-election for FEDs council which will be in February so will continue to represent you full time until then and whoever wins will be the new FEDs representative
 - Put out a survey on how science council has been reaching out and on how FEDs has been doing (any concerns about Seneca or FEDs can fix, or if it is about BOD or scisoc can bring it up to fix)

Old Business

1. Move to approve last meeting's minutes.
 - Motion by BSA, second by president
 - All in favour
 - 0 oppose
 - 0 abstain
 - Motion passes
2. *Move* to a moderated caucus where any additional old business items may be brought up.
 - No additional items
3. *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.

Committee, Clubs, & Societies Reports

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

1. University-wide Committees

- Co-op Education Council and Co-op Student Council — Briefing by the Vice President Academic and FEDS Councillors. **See below for update**
 - VPI regarding CSC - talked to Franco about the first work term project, looking at what leads up to it, the support during recruitment process and the actual job during work term and how to improve it, looking at problems students have with the work terms and where coop system needs improvement
 - Shared personal experiences, likes, dislikes, going forward how to fix problems or improve good parts
- FSF Committee & WatSEF — Briefing by the President (VPAF attended in place)
 - VPAF: was not much happening, talking about table tops for STC (ongoing process) haven't decided on where tables will be put etc.
 - Also voted on optom lunch for orientation, nothing big
- FEDS President's Committee (President) — Briefing by the President.
 - Last meeting passed
- *Move* to a Moderated Caucus where any additional university-wide items can be brought up during this time.
 - No items

2. Executive Updates

- President
 - EOT on Dec 4 at Bomber - Trivia night with Profs
 - Please come out, should be fun
 - Made post on scisoc page regarding executive elections for the next year
 - Nominations start on coming Monday (Dec4)
 - With FEDs nomination online
 - Voting Feb 5-7
 - Campaign and voting period is the same as FEDs elections
 - Encourage people to run for scisoc execs and tell club members to come vote (not enough people came out last election, would be nice to have quorum at election)
 - Ask people to nominate others if they think they would be great, encourage them to ask execs about the positions
 - WatRox: most of people from clubs don't know execs on scisoc, will there be a period to get to know execs?
 - President: Yes, last year had a table with food and beverages and execs talking about their campaign, had a lot of people approach them during that time. Will have similar events set up
 - Situation last year was that there was only one person

- VPAF: need the money to deposit and then write a cheque for it to keep a paper trail, same thing applies for CHEM
- External funding: original gave money to SBAT
 - First they are not a FEDs club because they work through a personal account, tried giving money through SBSA but the director says SBAT is getting reimbursed already so not allowed to give them external funding at this time, so just letting SBSA know cannot submit cheque requests through SBSA
 - The external funding amount will be 200 less spent because cannot give it to them
- Supposed to talk about actuals for the CnD at the end of term but since it is finishing tomorrow, people are still getting cheques so there is no actual value as of right now
 - Should have this presented at next term BOD meetings
- Vice President Internal
 - Had last wellness wednesday partnered with WatRox - successful
 - Gave out distress kits for exams - mini candles, candy canes, halls, pencils, chocolate, bubble wrap, warm fuzzies (small personalized notes generally positive)
 - President: had a little problem was running out of warm fuzzies - had enough so don't know why we ran out, will figure it out later
 - Ended up getting sticky notes and writing messages on them and giving them out
 - Audit report for CHEM, haven't been able to do it, will try to have it posted before term ends
 - Definitely before next term starts
 - Apologizes for not having it today
 - BSA: purpose for audit report?
 - VPI: passed a policy last meeting which outlines what this should entail what a audit report should include, cause board to give VPI auditing powers and be unbiased during auditing period and recommendations moving forward by auditor
- Vice President Academic
 - Not present, would have updated on CSC and FSF which was covered earlier already
- 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.

- No additional items were brought up

3. Departmental Clubs/Societies Updates

- BMSA
 - Not much, already know was approved by FEDs
 - Looking into doing an information session with AusTrek to help Canadian

students study in Australia for graduate programs- might be beneficial for biomed/honours sci students

- Will be BOT event, completely covered by AusTrek, just need to fill out 30-40 seats to make it worth it for the dean to come (set up an RSVP to gage numbers), market it early on, AusTrek will have design team take care of the posters
- On BMSA side si to market it and advertise (learn, put up posters etc.)
- Holding referendum BMSA is trying to hold to make sure that there is members from the exec team who can stick around to help transition the exec team
- Social event to promote 2+2 students in biomed programs to get integrated into the school community (maybe karaoke night?)
 - Have one biomed student acting as a rep for the 2+2 chinese students
- BSA
 - EOT sushi: went super well, had 4 tickets remaining only, didn't get as many profs as would've liked but everything went smoothly
- BUGS
 - Bowling night with WatRox and PHYS: went really well, great responses
 - The establishment was great, had everything ready
 - Monday Prof Talk with Laura Hugg:
 - Was great, everyone enjoyed it (35 students not including execs)
 - EOT yesterday, was successful
 - Food, karaoke - lots of great responses went exactly how was envisioned to go
- ChemClub
 - EOT last night, advertising was not the best, people showed up and had food
 - 28/30 showed up, was chill at Molly's
- MNS
 - Gave update earlier (moved)
- PhysClub
 - Bowling night - went really well
 - Tuesday held Terrible Movie night - went wonderfully
 - Great turnout, great food, not so great movie but that was on purpose ("Upside Down")
 - Had interesting discussions afterwards to find how it would work within physics
 - EOT tomorrow: planet decorating ornament crafts night 5-7pm
 - Won't interfere with WatRox event
- SBSA
 - EOT at Bomber last Tuesday - went really well, over 100 people came out
 - One of the execs was Dj, profs came out for pictures
 - Candy Grams event: ended Thursday last week
 - Sold over 350 candy grams, going to donate the proceeds
 - Dodgeball tournament tomorrow from 3-6pm in CIF
 - Usually promote to scibus workshops but obviously all science students are invirted

- WatRox
 - Bowling went well
 - Wellness Wednesday collab went well
 - EOT is tomorrow, no advertising because everyone said save me a ticket so already had 38 people from that so didn't want to advertise for 2 tickets only (tickets are only for food so anyone can come to Molly's) 3:30pm

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

- No items brought up

4. FEDS Report

- Science Councillors:
 - Moved up
- FEDS Board
 - Moved up

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

Statement from Monica regarding her participation next term in scisoc

- Get statement from VPI
- Need to consider who comes into VPA next term
 - BUGs: election?
 - VPI: might be a byelection if waiting until next term to do it
 - President: too late right now to be a byelection
 - BSA: should we wait until next term?
 - President: next term have 2 VPI's (Austin and Carlene) to be co-held
 - So currently without VPA will still have 4 execs next term
 - Carlene did seem interested, willing to take over the position, so now need to officially propose it to her
 - Questions afterwards please feel free to talk to execs

New Business

1. *Move to a Moderated Caucus where any additional items can be brought up during this time.*
 - BSA: and MNS EOT: noticed they were both sushi events in the same week
 - Although had different prices for science and non-science students, issue with subsidizing non-science students
 - MNS had 25 tickets, BUGs was annoyed with tis because this was a big issue in the beginning of the term due to how many students were being served
 - Seemed that having less details in budget in beginning of the term can allow for more later in the term
 - VPI: at the time actuals were released, MNS would not have met the spending requirements so it was a rushed event (not planned for) thus the possible overlap and number of dollars spent per student

- VPAF: had a huge discussion on this, VPAF was not aware on how much was being spent for this event, will talk to MNS about this, will have people come up with backup plans in the event they they didn't meet the requirement
 - Side note: all clubs should have a finance person taking actuals in the club
 - Need actuals sent to VPAF to compare actuals and budgeted to see if the 70% was spent
- VPI: feel free to reach out to MNS (Elizabeth is their treasurer) as well, BOD not the only location to raise these concerns
- BSA: what about the subsidizing for non-science students, thought the deal with funding was to be spent on science students, noticing some inconsistencies
 - VPI: because was ticketed and non-science paid to attend the event
 - BSA: had quite a bit of trouble selling their sushi tickets because they wanted to give tickets away to friends who weren't in science so refused because advertised to science students only. They made the argument that if they're paying for it what's the difference?
 - VPAF: didn't know MNS was even doing the event, wasn't aware about the spendings or that it was open to non-science students. Shouldn't have been done, had VPAF known would've rejected it. Not sure how many of the 25 were non-science students, but this shouldn't have been done.
 - BSA: grey area for non-science students being only \$1 more, is that ok?
 - VPAF: Sciball was different because was a larger scale budget. For lower scale budgets want to help as many students with that budget
 - President: scisoc rules is that a non-science student must be a guest of a science student
 - VPAF: it was unfair to BSA, will find ways to prevent this in the future

2. *Move to adjourn.*

- BUGs move, seconded by WatRox

Next Regularly Scheduled Meeting: TBD WINTER 2018