



# January 2026 General Meeting Minutes

Friday | January 16th

Location: WiCS Common Room / Discord	Meeting Chair: Mara Liwayway David, Felicia Jiang
Meeting Minutes: Maria León Campos	

## ATTENDEES

✨ CORE EXECUTIVES		✨ UNION MEMBERS	
Felicia Jiang	President	Laraib Yousfani	
Mara Liwayway David	President	Amandeep Manan	
Maria León Campos	Secretary	An Nguyen	
Emmy Fong	Treasurer	Gahee Kim	
Aniyah Bohnen	Director of Sponsorships		
Sydney Komanac	Director of Communications		
Gloria Mo	Director of Graduate Events		
Jaycie Say	Director of Events		
Jennifer Huang	Director of Events		
Emily Quan	Director of Technical Events		
Bhakti Bhanushali	Director of Technical Events		
Audrey Safikhani	Director of Marketing		
Bianca Dimaano	Director of Visual Design		
Maria Kapitanenko	Director of Mentorship		
Grace Li	Executive at Large		
sumo	Faculty Liaison		

Meeting COMMENCED: 19:05



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## AGENDA and TOPICS DISCUSSED

### ★ ONGOING INITIATIVES

#### EXECUTIVE

#### ★ Mara & Felicia - Presidents

##### 1. Hoodies

- a. Designs have been approved and they are now in pre-production!
- b. Had to send it back w/ feedback once
  - Cosmos design was wrong
  - They switched the designs for the black & brown hoodies
  - Reduced front designs from 3.5 inches to 3 inches - no additional charge
  - Increased height of the back design from 12 inches to 20 inches to make the WiCS logo lower - \$77.61 charge
    - Makes each hoodie ~\$37 - we can still charge \$38 like last year
- c. Paid for manufacturing
  - Will get by end of Jan!!

##### 2. Study Buddy Event - Felicia

- a. Winners have been declared!!
  - Award distribution
    - Winners got their drink!
    - Will do a re-run of the event for this semester
  - Recap has been submitted to Bianca
    - Felicia TODO: Add winner photos to drive by end of night

##### 3. Exec Secret Santa

- a. Happening RIGHT NOW!!!!
  - Gifts exchanged
  - Will continue guessing SS after this

#### ★ Bhakti & Emily - Director of Technical Events

1. Mentoring Circles w/ Women @ MS Vancouver (**Date: 3rd week of Jan - Tues/Thurs**)
  - a. Follow-up
    - Still no response
    - Will follow up again (over weekend), probably have to push date to end of Jan (1 week or 2)
2. LeetCode Workshop
  - a. Pushed date to the beginning of February
    - Confirmed: Suman and Katie
    - Maybe: Song
    - Need 3 more leads

#### ★ Gloria - Director of Graduate Events

1. Yasaman + AI Hackathon Updates - (**Feb 13**)
  - a. Had meeting today!



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- Room + catering is booked
  - Targeted for students interested in going to grad school for research
  - 1-day event w/ Keynote speakers (Angelica + Margena)
  - Panelists (grad + undergrad students with **1 RESEARCH PAPER DONE**)
  - **Interested?** Reach out via Discord / to Gloria !
    - On WiCS Side: Help with social media, promote event
    - Will reach out to Audrey, **post should be out week of Jan26**
      - **Event, keynote speakers, RSVP format**
  - **Collab event** w/ SFU Rosie Lab and WiML
  - b. Need 3-5 volunteers day-of event
    - Food
    - Room setup/logistics
    - **Interested?** Let Gloria know!
- ★ Maria K. - Director of Mentorship
1. General mentorship updates:
    - a. Up and running again! Planning meetups
  2. Mentorship event w/ UBC (**Feb 25**)
    - a. Hosted @ UBC
    - b. Maria will be in charge of SFU outreach!
      - Will start sometime this/next week
      - Will meet in regards to this
  3. Mentorship resume workshop (**mid-march**) -> **EARLY FEB**
    - a. Reached out to Chloe + Sophia
      - Mid-march (tues or thurs, based on hosts' avail)
    - b. Due to attendance, may open to non-mentorship people
      - RSVP form for numbers
  4. Session next week, guided by mentees (**Jan 21**)
    - a. FOB pick-up meetup!
- ★ Emmy - Treasurer
1. All outstanding reimbursements sent out
  2. Went to BMO yesterday with Felicia and got access to online banking
    - a. We have confirmed with BMO that, in the future, to make account transfers, we only need 2 signing officers
      - Only needed 4 in the beginning when the account is first being setup
    - b. To remove/add a signing officer I believe we also need 2 signing officers?
  3. Felicia and I transferred 5k over from the savings account to our chequing
    - a. We only planned to spent 2.5k but maybe there's leeway for more events now?
  4. Update spreadsheet to new amount in chequing
    - a. Hack-The-Galaxy planners- will be able to spend \$\$ more freely!! YAY
- ★ Audrey - Director of Marketing
1. CR Reel
    - a. Follow-up with volunteer from last sem
    - b. Otherwise, ping @volunteer



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2. Reach out to L&L hosts from last sem
  - a. For testimonies, so people sign up for this sem's L&L
3. Figuring out reel content for Hack The Galaxy
4. Will begin marketing for collab with WiML

★ Aniyah - Director of Sponsorships

1. ILM
  - a. Rescheduled to **Jan 20, 4:30-5:30 PM**
  - b. Emails have been sent out
  - c. **Repost the re-schedule to let attendees know**
    - **+ newsletter announcement Monday**
2. SAP
  - a. Invoice received (Y/**N**)
    - Rejected by recruitment team, will get a new budget and try again
  - b. Ask to do an event w/o sponsor (?)
3. Orbis office tour (**Jan 22**)
  - a. Waiting for post to be finished !
  - b. Form is ready to go with post
  - c. **Execs interested in attending, reach out to Aniyah**

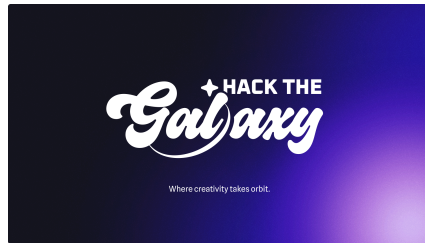
★ Sydney - Director of Communications

1. Engage with Future Engineering & CS Students
2. CSDC Updates
  - a. Committee is planning a workshop event for women on conflicts and harassment - "creating a respectful environment and dealing with conflicts women face in a male-dominated field," hosted by SFU Bullying & Harassment
    - Sent a request for a 2-hour workshop on January 30th
    - Date will be moved, topic will be changed @ next CSDC meeting
3. FAS Student Group Monthly Meetings
  - a. Felicia will attend on behalf of Sydney this semester
  - b. No major updates
    - Nancy was impressed with all our events!!
4. Opportunity for Collaboration with Science AL!VE: Go CODE Girl
  - a. 2-3 hour long workshop event for high school girls
  - b. In late February/early March**
  - c. Science AL!VE's responsibilities: advertising, managing registrations, communicating with families, reviewing lesson materials, providing snacks/food
  - d. Student Group's responsibilities: creating session content, finding volunteers, facilitating the lesson, and classroom management
    - Aniyah is interested in helping out
5. EA Office Tour for FAS Students
  - a. Nimz asked for top choices for a date + time for the week of April 20th / April 27th
  - b. Sydney will post a poll, and then give info to Nimz
6. Inspiring Women in Technology Panel Event
  - a. Reached out to by SFU Career & Volunteer Services, on **March 11th @ SFU Burnaby**

- b. In celebration of IWD, discussing how the industry and education system can promote gender equity and diversity in the technology sector
  - Jennifer is interested
  - Sydney will CC Jennifer moving fwd

## 7. Hackathon Updates!!

- a. Theme, vision, and date finalized
  - Hack the Galaxy, "Where Creativity Takes Orbit"



- **Saturday, March 14th, 9:00 AM - 9:00 PM**
- b. Started reaching out to sponsors, judges, and workshop hosts
  - GOLD-tier interest from Transoft Solutions!!
- c. Finalized most of the logistics, looking to begin room booking
- d. Started working on the website
  - Aim to have it finished by **Feb 26th** and open applications
  - Potentially working with Hack Days + MLH
    - Waiting on response from application
- e. Meeting weekly with the team starting next week

### ★ Bianca - Director of Visual Design

1. The following have been posted!
  - a. WiCS Wrapped
  - b. Careers + Internships @ ILM
  - c. WiCS Pajama Party
  - d. Clubs Day
2. Working on the following:
  - a. Orbis Office Tour (**finish tonight**)
  - b. Mentoring Circles at Microsoft (**this week**)
  - c. Study Challenge recap
  - d. Thinking of more merch ideas
  - e. Will start on the WiCS Hiring Package project soon!

### ★ Grace - Executive at Large

1. CR Cleanup
  - a. Done by Felicia and Jennifer!!
2. TASC Closet clearance
  - a. Less inventory, move everything into CR
  - b. Not *that* much, few boxes
  - c. **TODO: BY JAN20 (TUES)**
    - Mon-Tues night to clear out + move stuff into office



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### 3. Clubs Day

- a. People liked the new stickers YAY!!!
- b. Interest in hoodies!!
- c. GirlScouts
  - Host an event for them
    - Teach basics of coding, told to email
      - Thoughts?
  - Advertise Try/CATCH for GirlScouts?
- d. Adding email to newsletter?
- e. CR Snack refill!
  - Motion done
- f. Bi-weekly hangout
  - First one to be hosted end of Jan
    - Hold a poll to see people's preferred date
    - Little desk calendar-making activity
    - Will book room
    - Motion for this next week

### ★ Jennifer & Jaycie - Director of Events

1. Jennifer - Hackathon
  - a. Refer to Sydney's updates
2. Jennifer - WiCS X WiE Wicked For Good Movie Night
  - a. Able to stream both of the movies!
  - b. Will look into room booking this week and host it next month instead
    - WiE will hand off the event coordination to another executive, currently waiting on this
  - c. Will submit the design form next week after the details are finalized
3. Jennifer - WiCS Cafe Crawl
  - a. Sent out a poll last week to gauge interest and attendance
    - Most votes were for during the reading week & on the weekend
  - b. Will gather a list of cafes by next week!
    - My goal would be to start small and visit 2-3 cafes within a ~6-8 hour time frame
    - Will market it as a longer event, focused on studying/locking in
    - Tentative details: **Feb 21st 11 AM - 5 PM**
  - c. Questions about finances:
    - Should we reimburse fully for one location? Or give a certain budget for the entire event? Partial reimbursements? Full reimbursement? Any thoughts on this?
      - For simplicity, I would lean towards reimbursing fully for the first location & put it all on one receipt
    - Will probably have to limit the event to X number of people, depending on the budget
      - Currently considering \$10-\$15 per person -> Motion for \$100-\$150

- Will have an RSVP form!
  - Any thoughts? :D
- 4. Jaycie - WiCS x WiE x WiCT Gala
  - a. Really good! Up to 15 WiCS People
    - Lots of attendees YAY
- 5. Jaycie - Pajama Party
  - a. 20 people // people came in and out
  - b. Got sponsor deal with CrustnCrunch for an extra large pizza
    - Use discount for future events
  - c. Motion \$100 for event
  - d. Played Switch!
    - Overcooked
    - PicoPark
    - Mario kart
- 6. Jaycie - FAS Formal
  - Went to council, asked for 9K but got 4K
  - Still good! New venue: Diamond Alumni Centre
- 7. Jaycie - WiCS x XHacks Event
  - a. Craft event!
  - b. Will take items from CR
  - c. **WICS GIFT BASKET AT XHACKS!!!**
- 8. NEW: Online Event
  - a. AMONGUS?!?!?
  - b. LETS BE ROBLOXIANS
    - DRESS TO IMPRESS
  - c. Can I still do this? - Jennifer

## GENERAL

1. (Bianca) WiCS Stickers
  - a. Distributed at clubs day!
  - b. Do we have extras we can leave out in the CR?
2. AWM and IWD Event Collab
3. Mountain Madness Side Event (**Feb 28**)
4. Exec Workshop
5. Update WiCS Calendar with upcoming events!

## ✨UPCOMING EVENTS

DATE	EVENT
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## ✨MOTIONS

1. MOTION \$<50> to pay <Grace Li> for <CR Snack Refill>
  - a. Motioned by <Grace Li>
  - b. Seconded by <Bianca Dimaano>

- c. Motion: **Passed**/Failed
- 2. MOTION \$<100> to pay <Jaycie Say> for <WiCS Pajama Party>
  - a. Motioned by <Jaycie Say>
  - b. Seconded by <Maria Kapitaneko>
  - c. Motion: **Passed**/Failed
- 3. MOTION \$<77.39> to pay <Felicia Jiang> for <GM Sushi>
  - a. Motioned by <Felicia Jiang>
  - b. Seconded by <Maria Kapitaneko>
  - c. Motion: **Passed**/Failed
- 4. MOTION \$<37.38> to pay <Bianca Dimaano> for <Bubble Tea>
  - a. Motioned by <Bianca Dimaano>>
  - b. Seconded by <Maria Kapitaneko>
  - c. Motion: **Passed**/Failed

Meeting ADJOURNED: 19:57

✨ ACTION ITEMS	
Presidents: Mara & Felicia	<ul style="list-style-type: none"> <li>★ Felicia - Add study event winner pics to drive</li> <li>★ WiCS Hoodies</li> </ul>
Secretary: Maria L.	<ul style="list-style-type: none"> <li>★ Upload minutes</li> </ul>
Treasurer: Emmy	<ul style="list-style-type: none"> <li>★ Update chequing spreadsheet to new amount</li> </ul>
Director of Sponsorships: Aniyah	<ul style="list-style-type: none"> <li>★ Follow up w/ SAP               <ul style="list-style-type: none"> <li>1. Potential event (?)</li> </ul> </li> </ul>
Director of Communications: Sydney	<ul style="list-style-type: none"> <li>★ Post poll for EA Office Tour + give to Nimz</li> <li>★ Hack the Galaxy</li> </ul>
Director of Events: Jennifer & Jaycie	<ul style="list-style-type: none"> <li>★ Jennifer - WiCS X WiE Wicked For Good Movie Night               <ul style="list-style-type: none"> <li>○ Book room</li> <li>○ Submit design form</li> </ul> </li> <li>★ Jennifer - WiCS Cafe Crawl               <ul style="list-style-type: none"> <li>○ Gather cafe list by <b>next week</b></li> </ul> </li> </ul>
Director of Technical Events: Bhakti & Emily	<ul style="list-style-type: none"> <li>★ Follow up w/ Mentoring Circles w/ Women @ MS Vancouver</li> <li>★ Find LC Workshop leads</li> </ul>
Director of Marketing: Audrey	<ul style="list-style-type: none"> <li>★ Promote WiML event</li> <li>★ Get L&amp;L testimonial material</li> </ul>



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	<ul style="list-style-type: none"><li>★ CR Reel</li><li>★ Hack the Galaxy content</li></ul>
Director of Visual Design: Bianca	<ul style="list-style-type: none"><li>★ Work on the following:<ul style="list-style-type: none"><li>★ Orbis Office Tour (<b>finish tonight</b>)</li><li>★ Mentoring Circles at Microsoft (<b>this week</b>)</li><li>★ Study Challenge recap</li><li>★ Thinking of more merch ideas</li><li>★ Will start on the WiCS Hiring Package project soon!</li></ul></li></ul>
Director of Graduate Events: Gloria	<ul style="list-style-type: none"><li>★ AI Hackathon<ul style="list-style-type: none"><li>○ Send marketing material to Audrey</li><li>○ Find volunteers</li></ul></li></ul>
Director of Mentorship: Maria K.	<ul style="list-style-type: none"><li>★ Mentorship outreach</li><li>★ Cont' resume workshop planning (early Feb reschedule)</li></ul>
Executive at Large: Grace	<ul style="list-style-type: none"><li>★ Bi-weekly hangout<ul style="list-style-type: none"><li>○ Hold poll for date</li><li>○ Book room</li></ul></li><li>★ TASC Closet clearance <b>by JAN20</b></li></ul>