



March 2026 General Meeting Minutes

Friday | March 6th

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	Sia Garg	
Mara Liwayway David	President	Amandeep Manan	
Maria León Campos	Secretary	Phoebe Cai	
Emmy Fong	Treasurer	Sahaj Bhangu	
Aniyah Bohnen	Director of Sponsorships		
Sydney Komanac	Director of Communications		
Jennifer Huang	Director of Events		
Emily Quan	Director of Technical Events		
Bhakti Bhanushali	Director of Technical Events		
Bianca Dimaano	Director of Visual Design		
Grace Li	Executive at Large		
sumo	Faculty Liaison		

Meeting COMMENCED: 07:05

AGENDA and TOPICS DISCUSSED

✨ ONGOING INITIATIVES

EXECUTIVE

★ Mara & Felicia - Presidents

1. Presidential Elections
 - a. Closed now!
2. Hoodies
 - a. NOW IN CR !!
 - Moved to the whiteboard
 - b. Felicia sent out an email to those who purchased confirming their order!
 - Sent emails confirming pickup times
 - c. Felicia to send a "Ready to Pick-Up" email
 - A couple people have alr picked up
3. Lunch & Learn - Felicia
 - a. Waiting to hear back from profs + date
 - Laraib (Surrey L&L)
 - Waiting after 22nd, when Ramadan is done
 - Location TBD
 - Stay tuned!
 - b. Choose 2 new female faculty for L&L
 - Siqi Zhou for Surrey!
 - Burnaby is still waiting on the Prof responses
 - c. Motion for L&L next meeting
4. Felicia - Upload reflections all in one GDrive folder
 - a. For future execs // recipients where to put drive docs
 - b. TODO w/ Maria
5. IWD
 - a. No dedicated post, sending out an email
 - b. Repost whatever FAS has to offer on social media
6. Onboarding new presidents! 🎉
7. L&L Testimonies
8. Constitution Meeting [DATE CHANGE NEEDED]

★ Bhakti & Emily - Director of Technical Events

1. Mentoring Circles w/ Women @ MS Vancouver - **Tuesday, March 24th, 3:30-5:30pm**
 - a. No updates yet
 - b. Followup next week
2. Game Dev Workshop
 - a. Reached out to Joyce
 - Joyce would like to host one next semester if possible
3. Starting to plan Figma Workshop
 - a. Reached out to Bianca, and she'll think about it
 - Will try to cater to developers instead of designers

★ Gloria - Director of Graduate Events

1. Updated Rosie Lab team with feedback from event
 - a. Would love to make the event an annual occurrence!
2. Beginning brainstorming for the next grad event

- a. Social meet up of some sort (e.g drinks, lunch, activity etc.)
- b. Aim for 1-2 more grad events before end of sem
 - Let us know event details by next meeting (room, date, time, actvt')

★ Maria K. - Director of Mentorship

1. General Mentorship updates:
 - a. All mentorship channels seem to be communicating and meeting as usual
2. Mentorship resume workshop (**Wednesday, March 11**)
 - a. Submitted design request!
 - b. Booking: ASB 9704 (?) from 12:30-3:00 PM
 - Actual Event: 1:30-3:00 PM
 - c. Reached out to Chloe + Sophia
 - Confirmed date!
 - d. Due to attendance, may open to non-mentorship people
 - RSVP form for numbers
 - Open up to non-mentorship people
 - e. Add peer review resume portion
3. Mentorship Wrap Up Social: Event to reflect on year of mentorship and formally end the program, kind of like kick off event in beginning
 - a. Debating whether it would be a good idea to plan and host since attendance for people in the program has been quite low...thoughts?
 - b. Potential date options: early April (1, 2, or 3rd)
 - Mara's thoughts: Good idea to plan + host wrapup event
 - Aim for smaller food portions based on previous attendance (no need to book 40+ ppl room)
 - Ensure event doesn't clash w exam sched (sched ~1wk away from finals)
 - Let all mentors know about events happening
 - Market thru email + encourage mentees to go

★ Emmy - Treasurer

1. End of term funding // year end report
 - a. Emailed Nancy
 - Photos are to confirm whether we need more/less budget + ensuring event attendance is consistent
 - Submit 30 pics MAX, not needed for *every* event
2. Travel Grant REimbursements
 - a. Got 2
 - Haven't received Orla's email
 - TODO: Let copres know if e-transfers have been received

★ Audrey - Director of Marketing

1. Posted:
 - a. Hack The Galaxy content



SFU Women in Computing Science

- b. Spring newsletter
- c. Mentorship resume
- 2. Reached out to previous L&L attendees for testimonials to use for marketing for this semester's L&L
- 3. Will get started on the AI research day recap reel this weekend

★ Aniyah - Director of Sponsorships

1. SAP

a. Office tour - March or April

- confirmed for march 31st!!
- Planning process
 - None, Chancey away until 11th
 - Confirm + get materials for marketing prior to registration

2. Budget updates / Sponsorship renewals

a. No replacement for Tiers; at least for Teck since they're renewing under same tier

b. Work on sponsorship agreements right now

- communicating with companies
 - Heard back from:
 - Orbis
 - Want to continue
 - MetaLab
 - Teck
 - 500 again
 - **TODO: Sponsor package needs to be updated w stats + 2026**
 - FROM LAST YEAR: Sent out a questionnaire to everyone + build stats from there
 - If doing this for this year, let co-presidents + Bianca know
 - Questionnaire should be in drive
 - Can make survey based off sponsorship pckg
 - Ping Mara + Felicia for more specific numbers
 - Update values for sponsorship tiers
 - + events (ex: HTG, Career Fair...)
 - Explore the opportunity of reaching out to companies that *don't* reach out to us first
 - To get more companies
 - Mara will send a list from sponsors for HTG (~70 companies, Vancouver based)
 - workday is not hiring in vancouver this year so they are not sponsoring

c. GO CODE GIRL EVENT

- Meeting w Monique on Tues
- Fleshing out workshop idea and talk more on Tues

★ Sydney - Director of Communications

1. LinkedIn Newsletter

- a. Posted (Y/N)
 2. CSDC Workshop
 - a. **Thursday, Mar 26th @ 1-4PM, TASC1 9204**
 - b. Sent out email
 - c. Refreshments / day-of help
 - d. Can any other execs help
 3. MSc Thesis & PhD Virtual Visit Day
 - a. Connected Mara with Wuyang
 4. Hackathon Updates
 - a. Applications are open! <https://hackthegalaxy.ca/>
 - Have been promoting on Insta, Discord, LinkedIn
 - Please try to help spread the word and encourage your WiCS friends to go 😊
 - b. Pre-hackathon workshops are also open for sign ups
 - Sign up form was not included in initial promotion- will send it out tomorrow with application deadline reminder
 - c. Wrapping up final logistics
 - **Are any execs able to help make a Costco run on Fri, Mar 13th?**
 - **DM Sydney or Jennifer**
 - d. Blessed the event to SFU profs
 - Victor Cheung wanted us to bring pie 🥰
 5. Will start on the Master Contact Sheet in late March when I have time
 6. Marzena (new prof) wanted WiCS members to help out in CMPT415/416
 - a. Post in external opportunities
 - b. Will include too in our newsletter
- ★ Bianca - Director of Visual Design
1. Finished:
 - a. CSDC workshop
 - b. Mentorship resume workshop
 2. Working on:
 - a. Hiring package
 - Will connect w/ Sydney and Jennifer (CONGRATS!! 🙌🙌💖💖💖) soon to confirm any changes to exec roles
 - Mar 20th will be the meeting which we make the constitution changes
 - b. Redesign L&L posts to match theme
 - c. Mentoring Circles @ Microsoft Post
 3. Dropped off hoodies at the CR!
- ★ Grace - Executive at Large - **March 12th (1-3pm)**
1. Bi-weekly Meeting
 - a. Scrapping event
 - b. March 12th (1-3pm)
 - c. Graphic is done, needs to be posted
- ★ Jennifer & Jaycie - Director of Events
1. Jennifer - CSSS MM Side Event (ASB 9896, 11 PM - 5 AM)

- a. 16 WICS members were at MM (¼ showed up)
- b. !!! Mara and Layan stepped in when Jennifer had to leave
- c. Improvements
 - Collab with WiE again (like we did for MM) for higher turnout
 - Have more activities happen throughout the night (slime-making was the only activity)
 - Starting earlier might increase chances of WiCS members showing up
2. Jennifer - Hackathon
 - a. Updates (done by Sydney)
 - b. Check out <https://hackthegalaxy.ca>
3. Jaycie - FAS Formal
 - a. Confirmed WiCS attendees: 29
 - b. Handle finances with e-transferring money after the event
 - c. Opened up open sale tickets today
4. Jaycie & Aniyah - Go Code Girl with Science Alive - **April 18th 10am-2pm SFU Surrey**
 - a. Meeting with Monique next Tuesday, March 10th to Confirm details
 - b. Intro to Web Dev workshop to make a personal website!
 - c. April 18th 10am-2pm SFU Surrey
 - d. Grade 7-12, 25 students
5. Jaycie - WiCS Spring Tea Party (In Surrey)
 - a. Possibly collab with WiE (reached out to Anika and Diya)
 - b. March 18th or 25th? (ideally 18th)
 - 10am-1pm (same as galentines, we had a lot of people show up during that time!)
 - c. Mini sandwiches, refreshments, photo booth, polaroid frame decorating + polaroid to take home
 - d. Budget: \$100-\$200 (hopefully WiE can split half if collaborating)
6. Jaycie - WiCS Got Talent (In Burnaby)
 - a. Thursday March 19th
 - 4-6pm?
 - TASC 9204
 - b. Burnaby
 - c. Karaoke + chipotle build your own bowl bar 😊
 - d. Budget: \$150-\$200?
 - Need to call and ask chipotle how much their catering costs cause not on website
 - Please lmk if we have the budget for both events Emmy 😭
 - e. I will submit design request forms this weekend for both events and motion at next meeting!!

GENERAL

1.

Mar 11 Mar 14 Mar 24	Mentorship Resume Workshop Hack The Galaxy Mentoring Circles w/ Women @ MS Vancouver
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✦ MOTIONS

1. MOTION \$50 to pay Grace Li for Bi-Weekly Meeting
 - a. Motioned by Grace Li
 - b. Seconded by Aniyah Bohnen
 - c. Motion: Passed/Failed
- 2.

Meeting ADJOURNED: 00:00

✦ ACTION ITEMS

Presidents: Mara & Felicia	<ul style="list-style-type: none"> ★ Felicia - WiCS Hoodies Pickup ★ Felicia - Upload reflections in one GDrive folder ★ IWD ★ L&L Testimonies ★ Constitution meeting (change date)
Secretary: Maria L.	<ul style="list-style-type: none"> ★ Upload minutes ★ Help Felicia upload reflections in one GDrive folder
Treasurer: Emmy	<ul style="list-style-type: none"> ★ End of term funding // report ★ Travel Grant Reimbursements
Director of Sponsorships: Aniyah	<ul style="list-style-type: none"> ★ Update sponsor pckg with stats ★ Create new survey based off package above
Director of Communications: Sydney	<ul style="list-style-type: none"> ★ Hackathon! ★ CDSC Workshop <ul style="list-style-type: none"> ○ Find other execs to help ★ Master contact sheet ★ Post CMPT415/416 opportunities
Director of Events: Jennifer & Jaycie	<ul style="list-style-type: none"> ★ Jaycie - Go CODE GIRL ★ Jaycie - Confirm logistics for WiCS Tea Party <ul style="list-style-type: none"> ○ + design form ★ Jaycie - Confirm budget for WiCS GOT TALENT

	<ul style="list-style-type: none"> ○ + design form
Director of Technical Events: Bhakti & Emily	<ul style="list-style-type: none"> ★ Follow up w Mentoring Circles w/ Women @ MS Vancouver ★ Figma workshop
Director of Marketing: Audrey	<ul style="list-style-type: none"> ★ Post bi-weekly hangout ★ L&L Testimonials ★
Director of Visual Design: Bianca	<ul style="list-style-type: none"> ★ Hiring package <ul style="list-style-type: none"> ★ Redesign L&L posts to match theme ★ Mentoring Circles @ Microsoft Post
Director of Graduate Events: Gloria	<ul style="list-style-type: none"> ★ Begin brainstorming for next grad event <ul style="list-style-type: none"> ○ Let us know (room, date, time,actvt') by next meeting
Director of Mentorship: Maria K.	<ul style="list-style-type: none"> ★ Mentorship resume workshop <ul style="list-style-type: none"> ★ Cont' brainstorming Mentorship Wrapup Social
Executive at Large: Grace	<ul style="list-style-type: none"> ★ Biweekly hangout