



February 2026 General Meeting Minutes

Friday | February 27th

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	Stella Shan	
Mara Liwayway David	President		
Maria León Campos	Secretary		
Emmy Fong	Treasurer		
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		
Maria Kapitanenko	Director of Mentorship		
Grace Li	Executive at Large		
sumo	Faculty Liaison		

Meeting COMMENCED: 19:06

AGENDA and TOPICS DISCUSSED

🌟 ONGOING INITIATIVES

EXECUTIVE

★ Mara & Felicia - Presidents

1. Presidential Elections
 - a. Opened this week!
 - Closes next week
 - Votes wise, about ~19 votes
 - Send out another email on Discord + INS reminder so people vote
 2. AEM Portal
 - a. Solved YAY
 - By using SFU Wifi to edit within portal
 - b. Exec page setup UPDATED! Thank u Mara my goat
 - If you want to change your exec blurb, let Mara know to update!
 3. Hoodies
 - a. Brown officially SOLD OUT!
 - Mediums were in very high demand 😊
 - Another re-stock?
 - For next exec team to decide + reorder more hoodies
 - b. Black hoodies
 - 3 left!
 - 1 small
 - 1 XL
 - 2 mediums
 - c. Order now or regret forever 🔥
 - d. Once hoodies are on campus, Felicia will send out an email to everyone w/ their avail for pickup
 4. Lunch & Learn - Felicia
 - a. Waiting to hear back from profs + date
 - Laraib (Surrey L&L)
 - Waiting after 22nd, when Ramadan is done
 - Stay tuned!
 - b. Choose 2 new female faculty for L&L
 5. Sumo retirement party
 - a. Rescheduled (due to low exec attendance)
 - Mara will send out a CrabFit to gather exec avail + reschedule!
 6. Travel Grant
 - a. To be uploaded

★ Bhakti & Emily - Director of Technical Events

1. Mentoring Circles w/ Women @ MS Vancouver - **Tuesday, March 24th, 3:30-5:30pm**

- a. No updates
2. Starting to plan Game Dev Workshop
 - a. Reached out to Joyce, and she'll let us know her availability by tomorrow
- ★ Gloria - Director of Graduate Events
 1. AI Hackathon/REsearch day
 - a. 35 RVSPS
 - b. 19 showed up
 - Event went really well!
 - Motion, Grace already e-transferred
 - c. Bought nametags, ~10 leftover in CR for future events
 - In grey cabinet
 - d. Recap reel from Audrey
- ★ Maria K. - Director of Mentorship
 1. General Mentorship updates:
 - a. Everyone meeting up at usual :))
 2. Mentorship event w/ UBC (**Feb 25**)
 - a. Went well!
 - b. Turnout for SFU small, 5 RSVPS
 - All showed up! Very mighty 💪
 - Asked and interacted a lot 🔥
 - c. Breka catering was good
 - Future events take note of this
 - d. Good speakers + panelists
 - e. UBC WiCS wants to do more collab events in the future
 - f. ★ Attendance wasn't the best, due to readingweek/exams/distance
 - g. Will submit a form for recap, waiting for UBC photos
 3. 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
 - e. Add peer review resume portion
- ★ Emmy - Treasurer
 1. End of term funding // year end report
 - a. Added new requirements, need a snapshot of bank account
 - Include photos of our events from this year
 - Find pics in GDrive // Discord
 - From recap photos
- ★ Audrey - Director of Marketing
 1. Posted:



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- a. Hack The Galaxy content 🤖
 2. Done with editing reels
 3. Please follow our @hackthegalaxy instagram 🙏❤️
 4. Was busy this week but I still plan on filming a reel to promote exec applications, any tentative timeline?
 - a. Exec applications open in 3-4 weeks (mid-late March)
 - Somewhere around this timeframe
- ★ Aniyah - Director of Sponsorships
1. SAP
 - a. Office tour - March or April
 - confirmed for march 31st!!
 - starting planning process
 - Updates on this?
 - Not yet! Date confirmed
 - Ask if anything is needed from our end (registration wise)
 2. Budget updates / Sponsorship renewals
 - communicating with companies
 - Heard back from:
 - Orbis
 - Want to continue
 - MetaLab
 - Teck
 - 500 again
 - 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
 - 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
 - b. GO CODE GIRL EVENT
 - Early mid-April
 - Personal website workshop
 - Will meet w Jaycie and Monique again in 1.5weeks
 - + Send more details by then



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★ Sydney - Director of Communications

1. LinkedIn Newsletter
 - a. Should be ready to post after applications open for Hack the Galaxy (tomorrow!)
2. CSDC Workshop
 - a. Rana followed up with their decision
 - Workshop: Tools for Success: Managing Conflict in Group Work
 - Date & Time: **Thursday March 26, 1-4 pm**
 - Location: TASC1 9204
 - b. WiCS can provide some light refreshments
 - c. Design request is in and I will make the sign up form
3. MSc Thesis & PhD Virtual Visit Day
 - a. Prof. Wuyang Chen invited us to join their virtual talk **Mar 12th 6-7:30 PM**
 - b. WiCS account has access to the slides
 - Content is from last year; from when Mantaj attended the event
 - Slides: What WiCS is, our socials
 - **Can an exec step in to do this?**
 - **Mara can do this!!**
 - TODO: Edit slides + be at event (highlight Dir. of Grad Events)
4. Idea: Master Contact Sheet?
 - a. Couple sheets in drive rn; all a bit old
 - b. Update + create a master sheet w/ everything in there

★ Bianca - Director of Visual Design

1. Just worked on hackathon graphics while away :D
2. Currently working on:
 - a. CSDC workshop
 - b. Mentorship resume workshop
 - c. Hiring package
3. Hoodies
 - a. Will drop them off in the CR sometime next week
 - Is there space LOL
 - b. Do we need a 2nd drop? 😊
 - Dependant on black hoodie sales
 - If yes, summer sem
 - Too tight for this sem

★ Grace - Executive at Large

1. Low on CR Snacks
 - a. Motioned!
2. Bi-weekly Meeting

★ Jennifer & Jaycie - Director of Events

1. Jennifer - CSSS MM Side Event (ASB 9896, 11 PM - 5 AM)
 - a. The event is happening tomorrow at Mountain Madness
 - Mara and I will be volunteering
 - I will leave around 12 AM since I am still a bit sick



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- b. Asked to spend money earlier this week
 - Bought the materials (glitter, beads, bracelet-making kit, and baking soda) today
 - Spent \$92.79 -> Motion for \$100 today
2. Jennifer - Cafe Crawl
 - a. Went super well!
 - 3 additional WiCS members showed up and paid out of their own pocket!
 - Super popular event, thinking of re-running around finals! :)
 - If this happens again, the original attendees will not be offered a seat
 - Will try to accommodate those who weren't able to make it!
 - Lougheed was the perfect location since all the cafes were a 3-5 minute walk from each other
 - b. Improvements for next time:
 - Increase the budget
 - \$150 was enough to get everyone drinks at each cafe, but it was difficult for people to comfortably order
 - Decrease the seats
 - Hard to find seats for 7 people (including the host) at some cafes
 - Increase the time spent at a cafe or decrease the number of hops
 - People ended up bringing their drinks to the next location
 - People were too locked in, so next time we should stay longer at every location
 - c. Reimbursements are done! (Thank you, Emmy)
3. Jennifer - Hackathon
 - a. Overall, wrapping everything up! We are almost there :)
 - b. We made a new hackathon Instagram account, **@hackthegalaxy**
 - c. Registration will go out tomorrow!
 - This means the website will debut soon as well!
 - Continuing to market on our social media & reaching out to other clubs to increase engagement
 - d. Most of the merch has arrived (tote bags, lanyards, pens)
 - e. Keep an eye out for pre-hackathon workshops coming out soon...!
4. Jaycie - FAS Formal
 - a. Ticket form + promo out!!
 - We sold out 🥳 YAYAYAYAYAY 🥳
 - Around 30 wics tix
 - Finalizing decor + prof details
 - b. They are finalizing details with decor and inviting profs!
5. Jaycie & Aniyah - Go Code Girl with Science Alive
 - a. Meeting with Monique next Tuesday to Confirm details
 - + Confirming theme
 - b. Intro to Web Dev workshop to make a personal website!
 - c. April 18th 10am-2pm SFU Surrey

d. Grade 7-12, 25 students

GENERAL

1.

UPCOMING EVENTS

Feb 28	Mountain Madness Side Event
Mar 11	Mentorship Resume Workshop
Mar 14	Hack The Galaxy
Mar 26	Mentoring Circles w/ Women @ MS Vancouver

MOTIONS

1. MOTION \$<Gloria Mo> to pay <147.83> for <AI Research Day>
 - a. Motioned by <Gloria Mo>
 - b. Seconded by <Aniyah Bohnen>
 - c. Motion: Passed/Failed
2. MOTION \$<100> to pay <Maria Kapitaneko> for <Mentorship Resume Workshop>
 - a. Motioned by <Maria Kapitaneko>
 - b. Seconded by <Jennifer Huang>
 - c. Motion: Passed/Failed
3. MOTION \$<50> to pay <Sydney Komanak> for <CSDC Workshop>
 - a. Motioned by <Sydney Komanak>
 - b. Seconded by <Maria Kapitaneko>
 - c. Motion: Passed/Failed
4. MOTION \$<50> to pay <Grace Li> for <CR Snack Refill>
 - a. Motioned by <Grace Li>
 - b. Seconded by <Aniyah Bohnen>
 - c. Motion: Passed/Failed
5. MOTION \$<92.79> to pay <Jennifer Huang> for <CSSS Side Event>
 - a. Motioned by <Jennifer Huang>
 - b. Seconded by <Emmy Fong>
 - c. Motion: Passed/Failed
6. MOTION \$<100> to pay <CSSS> for <FAS Formal>
 - a. Motioned by <Jaycie Say>
 - b. Seconded by <Maria Leon Campos>
 - c. Motion: Passed/Failed

7.



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✦ ACTION ITEMS	
Presidents: Mara & Felicia	<ul style="list-style-type: none"> ★ Felicia - Contact hoodie buyers once hoodies on campus ★ Felicia - L&L ★ Mara - Send sumo retirement party CrabFit ★ Mara - MSc Thesis & PhD Virtual Visit Day ★ Felicia - Contact Maria w Travel Grant info
Secretary: Maria L.	<ul style="list-style-type: none"> ★ Upload minutes
Treasurer: Emmy	<ul style="list-style-type: none"> ★ Find photos of this years' events for Year End Report
Director of Sponsorships: Aniyah	<ul style="list-style-type: none"> ★ Continue SAP Office tour <ol style="list-style-type: none"> 1. Continue planning registration ★ Sponsorship renewals <ol style="list-style-type: none"> 1. Update stats, values, sponsorship tiers ★ Go CODE Girl Event
Director of Communications: Sydney	<ul style="list-style-type: none"> ★ LI Newsletter ★ Refreshments for CDSC Workshop ★ Hackathon
Director of Events: Jennifer & Jaycie	<ul style="list-style-type: none"> ★ Jennifer - CSSS MM Side Event ★ Jennifer - Hackathon ★ Jaycie - Go CODE Girl
Director of Technical Events: Bhakti & Emily	<ul style="list-style-type: none"> ★ Game Dev workshop logistics
Director of Marketing: Audrey	<ul style="list-style-type: none"> ★ AI Research Day recap reel ★ Post exec reel according to timeline
Director of Visual Design: Bianca	<ul style="list-style-type: none"> ★ Drop off hoodies
Director of Graduate Events: Gloria	<ul style="list-style-type: none"> ★ Restock CR
Director of Mentorship: Maria K.	<ul style="list-style-type: none"> ★ Submit recap form for UBC WiCS Collab event ★ Mentorship Resume Workshop
Executive at Large: Grace	<ul style="list-style-type: none"> ★ CR Snack refill