{WiCS}
SFU Women in Computing Science

September 2026 General Meeting Minutes

Tuesday | Sep 22nd

Location: Discord	Meeting Chair: Sydney Komanac, Jennifer Huang
Meeting Minutes: Manjari Prasad	

ATTENDEES

✨CORE EXECUTIVES		✨UNION MEMBERS
Sydney Komanac	President	
Jennifer Huang	President	
Manjari Prasad	Secretary	
Stella Shan	Treasurer	
Tina Kaur	Director of Sponsorships	
Chhaya Pradhan	Director of Communications	
Phoebe Cai	Director of Events	
Sia Garg	Director of Events	
Praneet Kaur	Director of Technical Events	
Isabelle Kwan	Director of Graduate Events	
Asmi Pahwa	Director of Marketing	
Bianca Dimaano	Director of Visual Design	
Emily Quan	Director of Visual Design	
Malaika Qureshi	Director of Marketing	
Aeris Chan	Executive at Large	

Meeting COMMENCED: 20:02

{WiCS}
SFU Women in Computing Science

AGENDA and TOPICS DISCUSSED

✨ONGOING INITIATIVES

EXECUTIVE

★ Sydney & Jennifer - Presidents
- Try/CATCH
  a. Registration will hopefully open this week
  b. Everyone check out the website that Tina and Manjari worked super hard on
  c. Probably will have to do a Costco trip the day before the event
     - Manjari available (after 5)
     - Isabelle available (with costco membershippp)
- Networking Night
  a. First general committee meeting tomorrow
- StormHacks Prize Track
  a. Motion $100
  b. WiCS Representative Judges (**DUE on Friday Sept 25th**)
     - Sydney
     - Chhaya
     - Emily (maybe)
     - Praneet
     - PS let Sydney and Jennifer know if you wanna join
- VIP Breakfast + Fireside Chat w/ Dr. Maria Klawe
  a. Friday, Oct 9 @ 8:45 - 9:30 & 10 - 11:30
  b. Deadline to RSVP: **Sep 29**
  c. Offering private session for execs of women groups (limited spots though)
  d. (Jennifer and Sydney to email Nancy acknowledging the email)
- Study Marathon
  a. Motion $25
  b. Track with LionBot
  c. Jennifer will be posting another announcement with more details of how it will work

★ Manjari - Secretary
- Fully cleaned up AEM portal and reordered pages around and published relevant ones (and removed irrelevant ones)
- Created hack the galaxy page for sfuwics.com page but I was struggling a little bit with publishing it
  a. Will try hard to find a workaround or I'll contact Gahee and ask for help

★ Stella - Treasurer
- Didn't realize that exec social wasn't part of social events so made a section for it
- Concerned about if the budget would be feasible for more exec socials

- No exec social in the fall :((
- Hopefully will be leftover money from sponsors by the time we need it
- $100 for CR budget to be added

★ Tina - Director of Sponsorships
- Tina to make google form for the Orbis event
- Orbis wanted to let us know about dietary restrictions and everything within 2 days (and we still need to make google forms), so maybe we should contact them and let them know it might take longer
    a. Let them know in advance because 2 days is short notice

★ Chhaya - Director of Communications
- Weekly Newsletter
    a. Promoted Grad welcome, web dev and mentee apps
- FAS Monthly Meeting
    a. Updated all of WiCS events for September
- CAN-CWIC?
    a. Team sent out all sponsorship emails

★ Phoebe & Sia - Director of Events
- For Frosh, cookie decoration went well. Pretty good attendance. We also let ESSS women in (not a lot of them so it was fine)
    a. Had roughly 11-13 ish people
    b. Got a little too much food
- Looking into second half of October for cafe crawl
    a. Reach out to Jennifer for more info and assistance if needed
- Added photos into the drive for Boba Social & Frosh
- For girlies social, we're waiting to see what room we'll book and once that's finished, a design request will be submitted
    a. Texted Laraib to get back to us when picking it

★ Alexis & Praneet - Director of Technical Events
- Sent out workshop host volunteer form (but only one person signed up)
- Person who signed up was for a DevOps workshop which we haven't done in the past so it would be cool and unique
- We need more people to sign up so Chhaya will send an email
- Preparing for October workshop. More details to be finalized soon
- All set for web dev workshop this friday!

★ Isabelle - Director of Graduate Events
- Grad event on Thursday!
- Advertised on a couple of slack channels and will continue on word of mouth

- Didn't get a chance to coordinate with other members for meeting but will do it this week instead
- Currently in final stages of getting workday as a sponsor for CAN-CWIC
    a. Also an early bird discount

★ Bianca & Emily - Director of Visual Design
- Completed the following:
    a. New bulletin board and CR rules posters are up!!
        - Left extra CR rule posters in one of the drawers in case we need it
    b. Web development workshop post
    c. WiCS Study Marathon post
    d. Graduate Welcome Event post
- Working on:
    a. Crafts in the Cosmos post
    b. WiCS brand guide
    c. Start thinking of new merch ideas soon → send out a poll to gauge interest

★ Asmi - Director of Marketing
- The Grad post is up
- Still need to update the marketing calendar (will get on it in two more days)
    a. Want people who are in charge of events to also be able to modify it so that timeline format is available
- Notion email needed for all event execs so that Asmi can add you
- FROSH marketing info to be updated to drive so asmi can cook

★ Malaika - Director of Mentorship
- Sent out emails to professors this morning to share mentee applications to their students
- Sent out orientation slides to all mentors for review
- One mentor RSVP'd but didnt show up (will reach out to her again)
- CSSS mentorship director said some mentees would be waitlisted so they will be referred to us
- Will reach out to UBC mentorship director too for round table networking
- CMPT 130 – 120 equivalent for SoSy students. Might be a good idea to reach out to that prof to get a reach in surrey campus as well

★ Aeris - Executive at Large
- Crafts Cosmos Stuff: bought stuff, bianca will be bringing up some other materials thrus
    a. Will motion next week after event
- Bulletin board- finished:D
- Forgot to add bought choppy tools

GENERAL

★ @ Event Organizers

{WiCS}
SFU Women in Computing Science

- Check out inventory for event supplies: here – so that you dont need to spend more money
- For social event organizers

★ Use the #shoutouts channel on Discord
- Sydney attempting at revival
- Feel free to shoutout hosts at events

★ CSSS hosted Mad Hatters lounge last week for frosh and they've donated the trays to WiCS

★ Checked boxes outside CR for air drying clay. Will check in tasc closet

✨UPCOMING EVENTS

9/25/2026	**Web Development Workshop (5-7 PM)**

✨MOTIONS

1. MOTION $100 to pay Jennifer Huang for WiCS StormHacks prizes
   a. Motioned by Jennifer Huang
   b. Seconded by Stella Shan
   c. Motion: Passed/Failed

2. MOTION $25 to pay Jennifer Huang for WiCS Study Marathon
   a. Motioned by Jennifer Huang
   b. Seconded by Isabelle Kwan
   c. Motion: Passed/Failed

Meeting ADJOURNED: 20:35

✨ACTION ITEMS

Presidents: Sydney & Jennifer	★ Sydney – Open Try/CATCH registration this week ○ Plan Costco trip the day before it ★ Jennifer – Finish submission for WiCS writes ★ Confirm WiCS rep judges for Stormhacks ★ Email Nancy acknowledging the VIP breakfast/fireside chat email and RSVP by Sep 29
Secretary: Manjari	★ Upload meeting minutes

{WiCS}
SFU Women in Computing Science

	★ Figure out how to publish Hack The Galaxy page ★ Send out form for other submissions for WiCS writes
Treasurer: Stella	★ Add $100 to CR budget
Director of Sponsorships: Tina	★ Make Google form for Orbis event ★ Contact Orbis to let them know the 2-day dietary restriction turnaround is too short notice
Director of Communications: Chhaya	★ Send email pushing for more workshop host volunteer sign-ups
Director of Events: Phoebe & Sia	★ Look into second half of October for cafe crawl ○ Reach out to Jennifer is needed ★ Wait on room booing for Girlies Noon then submit design request once confirmed ○ Follow up with Laraib on room pick
Director of Technical Events: Alexis & Praneet	★ Finalize details for October DevOps Workshop ★ Confirm final logistics for Friday's web dev workshop ★ Keep an eye out on google form responses
Director of Graduate Events: Isabelle	★ Coordinate with other event execs this week ★ Confirm final logistics for grad event on Thursday
Director of Marketing: Asmi	★ Update marketing calendar ★ Collect Notion emails from other event execs to grant access ★ Use FROSH marketing from drive to create content
Director of Visual Design: Bianca & Emily	★ Finish Crafts in Cosmos post ★ Continue WiCS brand guide ★ Send out poll to gauge interest in new merch ideas
Director of Mentorship: Malaika	★ Follow up with the mentor who RSVP'd but didn't show ★ Reach out to UBC mentorship director re:round table ★ Reach out to other CMPT profs in Surrey for a wider outreach
Executive at Large: Aeris	★ Add choppy tools to bulletin board supplies ★ Motion for Crafts in Cosmos expenses next week