



September 2025 General Meeting Minutes

Thursday | September 18th

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	An Nguyen	
		Lilybell Zhang	
Maria León Campos	Secretary	Mabel Li	
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		
Bianca Dimaano	Director of Visual Design		
Maria Kapitanenko	Director of Mentorship		
Grace Li	Executive at Large		
sumo	Faculty Liaison		

Meeting COMMENCED: 19:06



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AGENDA and TOPICS DISCUSSED

ONGOING INITIATIVES

EXECUTIVE

★ Mara & Felicia - Presidents

1. Felicia - Career Fair

a. Met this Tuesday!

- Sponsors
 - SAP + AWS are interested in participating !
 - SAP wants to do a workshop for us
 - Booth: maybe
 - AWS is still looking into involvement options
 - Reach out to more sponsors willing to booth
- Room bookings
 - Finalizing !
- Filming promo reels !!!!
 - Tomorrow from 12:30-2:30
 - If interested in participating, DM Felicia or Maria !

2. Mara - Try/CATCH

a. Met this Monday!

- Meeting every week
- PROG:
 - Reached out to panelist for panel session
 - 1 panelist confirmed
- Figuring out funds for t-shirts and totes
 - 2 confirmed sponsors, checking on others
- Workshops
 - Looking into tech needed for workshop according to hosts

3. Travel Grants

a. Application approval process

- Nobody has filled it out !
- A voting process w/ WiCS community
 - Vote is based on information. To be confirmed with Mara
 - If voting, vote is held in general meeting

4. CAN-CWIC/CAN-CWIC West

a. Received email from Ouldooz

- New CSDC chair
 - Dr. Lawrence Kim
- CAN-CWIC West
 - Applications will be reviewed by a committee
 - 5 positions open for free attendance



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- Discounted early-bird tickets (5 or more, to be confirmed)

★ Bhakti & Emily - Director of Technical Events

1. Git + Personal Website Workshop
 - a. **Finalized date - Sept 26**
 - React + JS for personal website
 - b. Contacting host update(s)
 - Kandisa Agarwal
 - c. RSVP forms are out!
 - d. Waiting on visual for Discord announcement
2. **Personal website - Sept 29**
3. Job 101 workshop
 - a. Avni + Vivian reached out!
 - b. **Date -> aiming for Oct 10**

★ Gloria - Director of Graduate Events

1. Fall semester brainstorm:
 - a. Costume event
 - Jennifer + Gloria have a planned idea down!
 - Costume contest
 - Top costume gets a prize
 - Trick or treating
 - Halloween movie in background
 - + a small arts + crafts activity!
 - Jack-o-lantern painting + carving !
 - b. Grad panel
 - TBD
 - Logistics
 - Sometime in November - December
 - c. Intro to labs
 - d. Mentorship Collab!
 - Follow-up next meeting..?

★ Maria K. - Director of Mentorship

1. Meet the Mentors post out!
 - a. Virtual session tomorrow !!
 - Info session style, w/ time at the end for mentor questions
 - RSVP sign-ups: 10, get more by tomorrow
2. Mentee applications
 - a. 7 applicants !
 - May need to push back deadline :(
 - **Push back to 1-2 days**
 - Garner more interest through extending + reel..?
 - Cross-post w/ other DSUs for more sign-ups
3. Mentorship kick-off event
 - a. Room booking update(s)

- Will update by next meeting !
 - Book TASC or ASB 9703

★ Emmy - Treasurer

1. BMO debit card
 - a. Booked for next Tuesday
 - b. Get Emmy's debit card + direct deposit form for Mara's account
 - Then send to FAS + get our money! 💰
 - c. Felicia will send receipt for last weeks' GM food

★ Audrey - Director of Marketing

1. Reels:
 - a. Summer Recap posted ✓
 - b. WiCS Mentorship
 - Status update
 - c. CR Tour
2. Girlies' Night story posted!
3. Mentee post:
 - a. 4,700 views
 - Asked CSSS + GDSC to repost on IG
 - + SFU CS, Blueprint
 - Post is getting views
 - Maybe a video testimony would be better?
 - Waiting on reel
 - Mara is stitching everything together + editing
4. Meet the mentors:
 - a. 3.8k views
 - Lot of repost from mentors
 - b. Repost tonight

★ Aniyah - Director of Sponsorships

1. Women@AWS event confirmed for Nov 15th
2. SAP said they are having conversations with higher ups and will reach out in 2 weeks
3. ILM Meeting
 - a. Discussed sponsorship package
 - b. Potentially interested in sponsoring try/catch and doing a workshop
 - Workshop idea: computer science roles in visual effects and animation
 - c. They have summer internships so they want to hold an office tour / networking event late nov / early dec
 - Internship applications are posted in january
 - d. Post in external-opportunities
 - Ping Sydney to post in next newsletter
 - e. Interested in doing a workshop for Try/CATCH!
4. Received RBC funds, working with FAS to get it deposited into WiCS account

5. Got clarification on payment methods with sponsors, feel free to ask me if anyone has any questions!! <3
 6. CDM
 - a. Have some marketing materials -> contact Sydney
 - Send out thru email + newsletter
- ★ Sydney - Director of Communications
1. Grant request from PhD student Sonia Raychaudhuri to attend PAISS Summer School in France
 - a. Form has been sent!
 - Haven't heard back + hasn't been filled out
 2. FAS Meeting
 - a. Attended today!
 - SFSS contact for student groups changed:
 - Catherine Affleck, services@sfss.ca
 3. Email from Ouldooz - CAN-CWIC
 - a. Refer to president updates
 4. Mentorship
 - a. Joint reminder of mentee applications + info session tomorrow morning
- ★ Bianca - Director of Visual Design
1. The following are completed!
 - a. Girlies Night Out
 - b. Meet the Mentors - Mentorship Program
 - c. CAN-CWIC Instagram post
 - UBC WiCS designer is working on a poster form
 2. Working on:
 - a. Git + Personal Website Workshop graphics
 - b. Working w/ TryCATCH Visual Designers on the Instagram post
 - To stay consistent with the rest of our posts/keep the feed cohesive 😊
- ★ Grace - Executive at Large
1. Bi-weekly hangout
 - a. Scrapbooking for first event
 - We have a lot of magazines in storage !
 - b. Mara suggested bracelet-making
 - Preference for this, as it's a better drop-in activity
 - c. Host on Wed evenings
 - d. **TENTATIVE: October 2nd**
 - Rooms to book for hosting: WiCS CR, ASB 9896, 9703, TASC
 - Felicia will redirect on how to book a room
 2. CR Snacks
 - a. Good! Will refill next week
 - This weeks' snacks:
 - Out of granola, juice + chips still avail

- Leave in clear containers rather than having snacks out to keep CR organized

★ Jennifer & Jaycie - Director of Events

1. WiCS x SSSS Girlies' Night Out
 - a. 8 froshees, 5 upper years
 - ~13 of us
 - Went to Kokoro!
 - SoSY + MSE first-years
 - b. Receipt is in drive
 - Went over budget by \$10
2. Frosh
 - a. MM chill room
 - b. Sushi Lunch
3. Clubs Day - Surrey
 - a. WiCT collab
 - Christmas Gala?
 - Keep in mind: WiCT events are open to both men and women
 - Check if OK with women-only events, otherwise collab w/ a different group
 - In contact with president (email)
4. WiCS x SSSS Girlies' - Spring!
 - a. Requested a craft night!
 - Galentines!

★ Maria L. - Secretary

- 1.

GENERAL

1. WiCS members expressed interest in hoodies !
 - a. Post an announcement on Discord to notify people of stock !

✨UPCOMING EVENTS

Sept 29

Git + Personal Website Workshop

✨MOTIONS

1. MOTION \$<amount> to pay <name> for <description>
 - a. Motioned by <name>
 - b. Seconded by <name>
 - c. Motion: Passed/Failed

Meeting ADJOURNED: 19:52



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✦ ACTION ITEMS	
Presidents: Mara & Felicia	<ul style="list-style-type: none"> ★ Felicia - Career Fair <ul style="list-style-type: none"> ○ Finalize room bookings ○ Promo reels !! ★ Felicia <ul style="list-style-type: none"> ○ Send receipt from GM food for reimbursement ★ Mara - Try/CATCH <ul style="list-style-type: none"> ○ Check on sponsors for merch ○ Look into tech for workshop ★ Confirm voting process for travel grants by next meeting
Secretary: Maria L.	<ul style="list-style-type: none"> ★ Upload minutes ★ Update SFU WiCS Website
Treasurer: Emmy	<ul style="list-style-type: none"> ★ Attend BMO appt (Tuesday) ★ Send direct deposit form to FAS
Director of Sponsorships: Aniyah	<ul style="list-style-type: none"> ★ Post ILM on external-opportunities ★ Contact Sydney for ILM + CDM promo through email and newsletter
Director of Communications: Sydney	<ul style="list-style-type: none"> ★ Send out emails for the following: <ul style="list-style-type: none"> ○ ILM ○ CDM ○ Mentorship (tomorrow morning)
Director of Events: Jennifer & Jaycie	<ul style="list-style-type: none"> ★ WiCT Collab - Get in contact + update by next meeting
Director of Technical Events: Bhakti & Emily	<ul style="list-style-type: none"> ★ Announce Git + Personal Website workshop ★ Cont' Job 101 planning
Director of Marketing: Audrey	<ul style="list-style-type: none"> ★ Mentorship reel promo
Director of Visual Design: Bianca	<ul style="list-style-type: none"> ★ Git + Personal workshop graphics ★ Try/CATCH
Director of Graduate Events: Gloria	<ul style="list-style-type: none"> ★ Cont' costume event planning ★ Mentorship collab
Director of Mentorship: Maria K.	<ul style="list-style-type: none"> ★ Mentorship reel promo
Executive at Large: Grace	<ul style="list-style-type: none"> ★ Bi-weekly hangout room bookings