



October 2025 General Meeting Minutes

Thursday | October 23rd

Location: Discord	Meeting Chair: Mara Liwayway David, Felicia Jiang
Meeting Minutes: Maria León Campos	

ATTENDEES

✨ CORE EXECUTIVES		✨ UNION MEMBERS	
Felicia Jiang	President	Laraib Yousfani	
		Phoebe Cai	
Maria León Campos	Secretary	An Nguyen	
Emmy Fong	Treasurer		
Aniyah Bohnen	Director of Sponsorships		
Sydney Komanac	Director of Communications		
Jaycie Say	Director of Events		
Jennifer Huang	Director of Events		
Bianca Dimaano	Director of Visual Design		
Maria Kapitanenko	Director of Mentorship		
Grace Li	Executive at Large		
sumo	Faculty Liaison		

Meeting COMMENCED: 19:03

AGENDA and TOPICS DISCUSSED

🌟 ONGOING INITIATIVES

EXECUTIVE

★ Mara & Felicia - Presidents

1. Felicia - Career Fair

a. NEXT WEEK!!!!

- We have been posting very consistently
- 2 workshop day, 1 panel
 - PLEASE RSVP to properly order food!
 - You get to enjoy treats, win raffle prizes AND meet professionals
 - More promo soon (ab panelists, what to expect)!!!!

2. Felicia - L&L

a. Phoebe (BBY)

- Form is finished!
 - Wait for Diana's reply and confirm time
 - SFU Pho99 for lunch 😊
 - **NOV 13**
 - TODO: Add L&L to calendar (Felicia)
- Headshot to be sent to DoVD
 - Push out marketing sometime next week!
 - **Advertise 1 month in advance**

b. An (Surrey)

- Reached out to Dr Yin
 - Replied!
 - Scheduling conflicts Nov 26
 - Will check later today to see if conflict can be cleared
 - Nov 19 is another potential date
 - December is OK as well
 - Dec 3
 - Into finals season
 - Pick between the 2, ideally November
 - Only available Wednesday
 - TODO: Clear conflict + pick date

3. Mara - Try/CATCH

- [plz fill in updates if any]
- Happening this Saturday!

4. CAN-CWIC

- Everyone has been emailed (acceptances)!
- CAN-CWIC Toronto reimbursements have been sent out
 - Recipients book then reimburse !!

★ Bhakti & Emily - Director of Technical Events

1. Job Search 101
 - a. Very useful!
 - Good insight on how CS industry works
 - Roles / public sector
 - b. Sent Career Fair promo to these attendees so they can apply their knowledge 😊
2. AWS w/ Aniyah
 - a. Refer to Aniyah's updates

★ Gloria - Director of Graduate Events

1. Halloween Costume Event
 - a. Pumpkins were purchased! and left in WiCS CR for time being
 - 3 large (can be used for group painting)
 - 8 small
 - b. Prizes purchase update (\$100)
 - To be purchased sometime next week
 - c. Double-check for:
 - Leftover paint + paintbrushes
 - Water cups
 - Bracelet-making kits
 - WiCS Hoodie (x1) ✓
 - Garbage bags ✓
 - Goodie bags ✓
 - d. To-buy:
 - Dinner (\$150)
 - Jennifer will place the order for pizza next week
 - Will use the remaining amount for snacks + drinks
 - Tablecloths
 - For pumpkin painting!
 - Jennifer can drop by the dollar store early next week
 - Halloween decorations
 - Only if we have extra funds
 - Jennifer can drop by the dollar store early next week

★ Maria K. - Director of Mentorship

1. General mentorship updates:
 - a. Mentees + Mentors are doing well!
 - Active groups!!
2. Mentorship Event w/ UBC
 - a. Started a master doc of the timeline of the event in Jan!
 - Panel / networking mixer type event
 - Drafting outreach emails to be sent out soon (to UBC WiCS people)
3. Mentorship Fall Event (2)
 - a. **Nov 20**
 - In afternoon-ish



SFU Women in Computing Science

- Resume workshop
 - Focus more on how to *grow* your resume, what to do when you don't have much exp, how to *build on it*
 - Hosts: mentors from program (see who's avail)
- Thoughts/feedback on structure:
 - What skills are valued?
 - What projects could you work on?
 - TIP: Encourage mentors to talk about their resumes!
 - Have a conversation about this prior, so mentees feel prepared going into the workshop

★ Emmy - Treasurer

1. Send out 2 reimbursements
2. Send message to Felicia / Mara later this week
 - a. Meet + discuss budget from \$\$ we got from FAS + \$\$ from bank acc for next semester

★ Audrey - Director of Marketing

1. Will post Halloween Costume Event on the 26th
 - a. Could be posted earlier, ping Audrey
2. Currently posting WiS Mix material
3. Found a possible volunteer for the common room reel, will try to confirm a date to meetup and film in the next couple of weeks.

★ Aniyah - Director of Sponsorships

1. AWS Meeting
 - a. Today! With Emily
 - Decided to collab with WiE (if agreed) to get bigger turnout
 - Meet w Emily and Bhakti to plan the event further
 - Asked about parking reimbursement- how does this work?
 - Get name, email, PDF/photo of receipt
 - Then e-transfer to account(s)
 - **CONFIRMED: Nov 25, 11AM-3PM**
 - Shipped merch, will send tracking info to WiCS email
 - Coming in ~2 weeks
2. ILM
 - a. Haven't heard back yet!
 - Follow-up next week
3. SAP
 - a. Sent sponsorship package
 - Platinum sponsor again!
 - b. Asked for invoice + statement of work
 - Don't want to "sponsor"
 - Email to clarify



SFU Women in Computing Science

- Email and tell them about process (through SFU donation portal, select WiCS as recipient) so not directly *sponsoring*, more of a donation

4. Orbis

- a. Office tour (TENTATIVE: Jan 22, 2026)
 - Reach out closer to date!

★ Sydney - Director of Communications

1. Fall LI Newsletter

- a. To be posted Nov 1st!

2. UofC WiCS collaboration - Amazon Recruitment Event

- a. Online event!
 - Bhakti + Emily are interested, Sydney will put them in contact w/ technical events for logistics

3. Panel Event w/ CSSS (Ilia) & Diana Cukierman - **Wed Nov 12, TASC 9204**

- a. Dr Cukierman asked if anyone from WiCS is interested in being a panelist for the event
 - Clarify: What do they want from the panel member?
 - It can be anyone
 - There is no panel topic
 - Career/networking opportunity
 - Will do a survey to figure out topic
 - Once topic is solidified, we can find a member from WiCS to be a panelist

4. 'SFU Groups Require Review'

- a. Check w SFU IT
 - Contact Sumo for details
 - Mara + Felicia can update // take a look

★ Bianca - Director of Visual Design

1. The following are done:

- a. Try/CATCH Posts
- b. WiCS Halloween Costume Contest
- c. Lunch & Learn Template
 - Light & dark versions, can be reused for future L+Ls!

2. Working on the following (when I get back):

- a. WiCS Study Session
- b. WiCS Clay Charms
- c. Sticker Designs

3. I will not be available Oct 29 to Nov 2

- a. Did I miss any requests? 😊

★ Grace - Executive at Large

1. Next bi-weekly hangout!!

- a. 2 events mid-nov, so host next one **Nov 5**
 - Potential activity: Punch cards (where you set a goal)



SFU Women in Computing Science

★ Jennifer & Jaycie - Director of Events

1. Jaycie - WiCS Cafe
 - a. HOW DID IT GO!!
 - SO GREAT
 - Promo helped! Posted on announcements & IG stories day-of
 - Thank you to Ash and Maria for helping set up and Mara and Felicia for helping clean up!!
 - Around 10-15 people came, some stayed to study some came to get food
 - Receipts sent to Emmy!
2. Jaycie - DIY Clay Charms & BOBA?!?!?
 - a. **Date changed: Nov 19 2:30-5:30PM**
 - b. **Surrey Campus**
 - Motion for event (next week)
 - Will book 5050 for this event
3. Jaycie - WiCS x WiE x WiCT Gala
 - a. **Date changed: Tuesday, December 16 6:30PM**
 - b. Minimum spend changed to \$1000
 - c. Each club puts in around \$550, not including tickets so will spend less
 - 20 tickets per club
 - Use google forms for rsvp. If open spots, let people from waitlist in
 - E-transfer ticket to SFU WiCS account (wics@sfu.ca)- \$10 per ticket
 - WiCT will be paying for everything and WiCS and WiE e-transfer after
 - WiCT is booking restaurant and sending deposit
 - We will each have our own posters, I will submit design request once restaurant is confirmed
 - Promo early November
4. Jennifer - Halloween Event w/ Gloria
 - a. Cont' // refer to Gloria's updates
5. Jennifer - WiCS Study Session
 - a. **ASB 9896: Friday Nov 14th @ 12:00 PM - 5:30 PM**
 - Room booking has been confirmed!
 - Waiting on the poster
 - RSVP form ready

GENERAL

1. New SFU prof
 - a. Si Qi!
2. SFU retirement package
 - a. Sumo may retire Feb 28

🌟UPCOMING EVENTS

Nov 14	WiCS Study Session
--------	--------------------



SFU Women in Computing Science

Nov 18	DIY Clay Charms
--------	-----------------

🌟 MOTIONS

1. MOTION \$<150> to pay <Phoebe Cai> for <Lunch & Learn>
 - a. Motioned by <Phoebe Cai>
 - b. Seconded by <Jennifer Huang>
 - c. Motion: Passed/Failed

Meeting ADJOURNED: 19:53

🌟 ACTION ITEMS

Presidents: Mara & Felicia	<ul style="list-style-type: none"> ★ Felicia - L&L <ul style="list-style-type: none"> ○ Add L&L to calendar ★ Meet with Emmy to discuss budget
Secretary: Maria L.	<ul style="list-style-type: none"> ★ Upload minutes
Treasurer: Emmy	<ul style="list-style-type: none"> ★ Send out 2 reimbursements ★ Meet with Mara + Felicia to discuss budget
Director of Sponsorships: Aniyah	<ul style="list-style-type: none"> ★ Follow up with ILM ★ Clarify sponsorship process to SAP
Director of Communications: Sydney	<ul style="list-style-type: none"> ★ Post LI Newsletter ★ UofC WiCS Collab - Amazon Recruitment Event <ul style="list-style-type: none"> ○ Put in contact w/ Emily + Bhakti ★ Panel Event w/ CSSS (Ilia) <ul style="list-style-type: none"> ○ Clarify panel topic to send a WiCS panelist
Director of Events: Jennifer & Jaycie	<ul style="list-style-type: none"> ★ Jaycie - DIY Clay Charms & Boba <ul style="list-style-type: none"> ○ Book room ○ Motion for event! ★ Jennifer - Halloween Costume Event <ul style="list-style-type: none"> ○ Purchase prizes ○ Purchase tablecloths ★ Jennifer - WiCS Study Session <ul style="list-style-type: none"> ○ Cont' planning
Director of Technical Events: Bhakti & Emily	<ul style="list-style-type: none"> ★ AWS Event w/ Aniyah

Director of Marketing: Audrey	<ul style="list-style-type: none"> ★ Post Halloween Costume Event ★ Post WiCS MiX content ★ CR Reel - Filming
Director of Visual Design: Bianca	<ul style="list-style-type: none"> ★ WiCS Study Session ★ WiCS Clay Charms ★ Sticker Designs
Director of Graduate Events: Gloria	<ul style="list-style-type: none"> ★ Halloween costume event <ul style="list-style-type: none"> ○ Refer to Jennifer's action items
Director of Mentorship: Maria K.	<ul style="list-style-type: none"> ★ Plan 2nd mentorship fall event ★ Continue planning collab mentorship event w/ UBC
Executive at Large: Grace	<ul style="list-style-type: none"> ★ Plan bi-weekly hangout