

The Interdepartmental Science Students' Society

Council Meeting

Minutes

6:15p.m.

December 1, 2011

CCIS 1-033

Attendance

Executives: Stephen Chin, Cian Hackett, Brett MacGillivray, Dustin Chelen, Jessica Nguyen, Siwei Chen (9:16)

Councillors: Ashlea Ahmed, Michelle Truong, Brittany Matenchuk, Kyle Aguilar (proxy for Anthony Wu), Jen Weekes (leaving 7:15), Meika Ellis, Yang Hu (proxy for Arun Thomas), Kim To (arriving at 6:40 p.m.)

Other:

Chairperson: Jennifer Weekes (until 7:15), Meika Ellis (after 7:15)

Minutes: Stephen Chin

1. Call to order

Meeting called to order at 6:23 p.m.

2. Approval of minutes

Motion to approve the minutes of the last Council meeting of November 24, 2011, as written. Meika/Ashlea. Motion carried 7/0/0.

3. Approval of agenda

Motion to approve the agenda below, as written. Brittany/Meika. Motion carried 7/0/0.

4. Adjournment

Motion to adjourn the meeting at 11:00pm. Jen/Ashlea. Motion carried 7/0/0.

5. Presentations

6. Executive Reports

1. *President, Cian Hackett
 - a. WISEST SET Conference
 - i. This conference allows prospective female students to gain more information about science and engineering. On Saturday I will be attending a Parent Information Session to answer questions about the university experience from a student's perspective.
 - b. FAMF Proposal Update
 - i. Avinash and I are working with the SU to put an ISSS FAMF presentation on the January 10 Students' Council agenda, and to clarify FAMF and elections procedures with the Student Governance Advisor and the Chief Returning Officer.

- ii. The Town Hall yesterday was attended by 26 people, and those in attendance brought valuable feedback and questions. Many questions were asked by Assistant Dean Julie Naylor regarding reimbursement procedures, the quantity of students consulted, and the ISSS's response to student opinion. A summary of the Town Hall should be available on www.famf.issc.ca shortly.
 - iii. The Executive will be meeting on December 22 to discuss budget allocations, and shortly thereafter, a working draft of a FAMF budget will be sent to Council and made publicly available.
 - c. Meeting with Emerson, SU VPA
 - i. Dustin and I met with Emerson this morning to discuss our relationship with the Faculty of Science, recent events, and advISSS. Emerson empathized with our situation, and provided informal advice along with the Students' Union continued support of the ISSS.
 - ii. Informal meetings will be organized between a few ISSS Executives, Emerson and Rory every 2-3 weeks in the Winter semester to strengthen organizational understanding, collaboration and relationships.
 - d. Faculty of Science Budget Cuts
 - i. Though the cuts to the Faculty of Arts budget have been the most public, the Faculty of Science's budget has been reduced equally, by about 2%. The ISSS is unsure how this will affect undergraduate students.
- 2. Vice President Academic, Dustin Chelen
 - a. advISSS
 - i. I was interviewed by the Gateway this week to discuss our new service, advISSS.
 - ii. I spoke with the Student Affairs Officer about the project, and despite there being some minor legal edits that need to be made to the Terms of Use, the Dean of Students has decided to not allow this project to continue.
 - b. COFA
 - i. I worked with COFA members this week to develop a year-long strategy for advocating for improved undergraduate academic advising.
 - c. Academic Consultation Team
 - i. Dianne is currently working on developing guidelines for Directors or Executives who would like the ACT to gather feedback on a certain issue from science students.
 - d. ISSS Study-a-thon
 - i. On December 9 from 12:00-6:00 pm, myself and Cameron will be hosting a quiet study-a-thon for MSG participant and ISSS volunteers to help us focus on preparing for final exams. Hope to see you there!
- 3. *Vice President Administration and Finance, Stephen Chin
 - a. Admin

- i. Office is still undergoing some major changes, so bear with us as we reorganize the filing, the furniture, and the layout.
 - b. Finance
 - i. FC met this past Monday, November 28, 2011 to discuss the comments received from Council. We have started preliminary discussion on refining the template, FC mandate, and how proposals will be brought to FC.
 - ii. Stephen and myself will draft up the new procedures, finalize consultations with FC, and then bring those changes to one of the first Council meetings of the new term.
 - c. External Relations
 - i. Jesse has made initial contact with many companies, and is looking for support for Science Week and Career Fairs. Any Executive or Councillor more familiar with those and willing to help, please contact him at external.relations@iss.ca.
 - d. Internal Relations
 - i. Secret Santa has kicked off! If you have any questions, email Michelle Trinh at internal.relations@iss.ca.
- 4. Vice President Community, Siwei Chen
 - a. Posters
 - i. Moved postering from the PRT to Marketing since Kim is recruiting new volunteers for her marketing team
 - b. New volunteers
 - i. Marketing, Design, Photography and Newsletter are all in the process of recruiting and screening new volunteers.
 - c. Events Calendar
 - i. Reminder to email me the name, date, start/end time, and contact information for all of your events so I can put them up on the calendar on the website.
 - d. Newsletter
 - i. Content due on December 5 at 11:00pm.
 - e. Exams
 - i. Good luck on your exams everyone! See you in 2012!
- 5. *Vice President Programming, Brett MacGillivray
 - a. Movie Night
 - i. So it's going to be awesome! And as an exec, I hope you do not bail out on the Council meeting, although it wouldn't be the worst excuse to. Hayley and Helya have worked hard on this and I think it is going be good.
 - b. Social Nights
 - i. Brittany is looking into holding another social night at The Rack on January 13, 2012 possibly. Stay tuned!
 - c. Science Week
 - i. Things are a little behind where I originally wanted everything to be planning wise, but still in good shape. There will be a proposal coming to council next week, so yeah. it might be a long proposal so I

encourage you all to read it before the meeting, and I will try my best to have it up by Tuesday afternoon, and apologize if it isn't up until a little after that.

6. Vice President Services, Jessica Nguyen
 - a. Executive Administration
 - i. Ashlea met with Hanhmi on Wednesday to talk about evaluations. Ashlea will be compiling a set of questions that we will both review. Evaluations will then be sent out and completed by Directors no later than January 6, for results to be compiled by January 13.
 - b. CAPS
 - i. Will be confirming speakers for Science Week in the upcoming weeks.
 - ii. Six career forums will be held in the Winter semester - two in each of the months of January, February, and March.
 - c. Graduation Photos and Rings
 - i. Arun and I will be meeting with Jodi at the beginning of March to discuss a new location for the Spring Convocation graduation photo sittings.
 - ii. Jostens tabled on Tuesday, Wednesday, and Thursday this week in CAB.
 - d. Merchandise
 - i. *Scarves are in!

7. Question Period

1. **Meika to Siwei:** Are volunteers currently being recruited or do you mean in the New Year? I thought recruitment was over since we have 100+.
 - a. Jessica: There are two recruitment sessions, one in September and January. Siwei can probably provide more information.
2. **Anthony to President:** Is there any reasons in particular why budgets were cut in the faculty of Science and Arts? Was this just recent (considering that it was not discussed last council meeting), and have we been public about these changes?
 - a. Cian: Budgets were cut because of the way the University's funding works. They haven't seen increases in government funding that was initially projected. The budget cuts were across the board, and they were directed to manage that how they see fit. In terms of the ISSS, the only public source that has confirmed this is the Gateway. From the ISSS perspective, we don't have enough information to make a public statement about the budget cuts right now.
 - b. **Arun:** Is the ISSS planning on any route about informing students (i.e. Gateway)? Could you give explanation about why there was a greater uproar amongst Arts students than Science students? Also, where did you obtain this information from?
 - i. Cian: The information I have is primarily from the Gateway article. I believe that the great uproar was a result of a group formed that created a lot of interest, and this is the way that Arts has dealt with it. At this point in time, the ISSS is not planning anything.

- ii. Dustin: The Faculty of Science has a greater financial buffer zone. Arts is cutting into fundamental areas of the Faculty. From my understanding, Science cuts aren't affecting the same core areas.
- 3. Anthony to VPA:** Are there any other ways of relating/reaching to students in terms of advocacy seeing that the Dean is not allowing the project to go on further?
- a. Dustin: I assume the question is related to advISSS. advISSS wasn't meant as an advocacy device, rather a service. There are many other avenues for advocacy, including working with a lot of committees, Faculty members, and COFA.
- 4. Anthony to VPS:** Exactly when is CAPS happening during the Winter Semester? Will it be during the first month of January and if it is, are there any plans to make it to coincide with Science week to make it more science-y and awesome?
- a. Jessica: We partner with CAPS basically to market the events that they plan. There are two forums in each of the months of January, February and March. Yes, we are planning to work the forums with Science week, but this is yet to be confirmed.
- 5. Arun to VPS:** From my understanding, the ISSS has yet to pay for the merchandise. Is there any reason why the we got the scarves anyway? When will the shirts arrive?
- a. Jessica: We are going to pay for merchandise whenever the t-shirts arrive. The shirts are coming soon.
- 6. Arun to VPP:** From my knowledge, the Science Week directors are not part of the programming committee. If this is true, will there be any efforts to incorporate them into the committee? I'm sure the numerous events can be done and handled in a groups vs. two individuals.
- a. Brett: That's true. They won't be incorporated into the committee, but I have let them know that the committee may help with the planning and organizing if need be.
- 7. Arun to VPP:** Are there any thoughts into incorporating the bar night into the activities of Science Week?
- a. Brett: Yes. Defer to Brittany.
- b. Brittany: The bar night in January will be another way for the ISSS to make money once more. However, for Science Week, there might be a wrap-up party in Dinwoodie or Dewey's, which will not be a revenue source for the ISSS. Both will allow the ISSS to reach more students in January.
- 8. Arun to VPP:** I understand the steps are being taken to finalize Science week; however, I would still like to know if any efforts were taken to find partnerships or sponsorships to reduce cost.
- a. Brett: There hasn't been much, because there hasn't been a proposal presented yet. We are going to try, but I think it will be difficult because of the lack of time, and because there might not be enough value at this point.
- 9. Arun to VPAF:** We are reaching crunch time here. When will the draw for Secret Santa be complete?
- a. Stephen: The draw for Secret Santa will be completed tomorrow.
- 10. Arun to VPA:** Considering the Dean of Students decision to not allow advISSS, what do you currently see as the best course of action? Has the Dean/Dean's Assistant responded to your email yet?

- a. Dustin: I think the best course of action is to learn more about the concerns of the Dean of Students. There were minimal legal concerns, however, Dean Robinson was concerned that comments that a member of the University community that violates the Code of Student Behaviour may slip through the moderators. We need to better figure out what his concerns are before moving forward.
- 11. Arun to VPC:** There appears to be plans to have a “!@#\$ My Prof Says” section for this month’s newsletter. Are there any problems with Code of Student Conduct with this?
- 12. Arun to VPP:** I should have asked this question in a previous council meeting considering it is obviously too late now, but I would still like to know: why was the movie night done on a Thursday?
 - a. Brett: This day was when Hayley wanted it. This was mentioned last week.

8. Old Business

1. Values Statement Discussion, Cian [6:59pm]
 - a. See attached for the confidential discussion from the retreat. I will begin with a recap of the values discussion, and we will move through the remaining six under “Further discussion needed” to prioritize a maximum of three and move the wording of each to near consensus.
 - b. Cian: This will focus on the 6 values that we touched upon last time but didn’t get a chance to fully discuss. I would like to have 3 values discussed. And then I’ll bring this back.
 - c. **Diverse Voices**
 - i. Cian: Should this be prioritized over the other 5?
 - ii. Meika: I think looking over all of them, I think it would be unique compared to others. It might showcase that the ISSS encompasses more than just an exclusive group.
 - iii. Cian: Do people think it would be useful? However, what do we value? Do we value diverse perspectives?
 - iv. Meika: I feel strongly that we should include this value compared to the others. Perhaps the name
 - v. Cian: Siwei’s point: If we value diversity, it might target minorities.
 - vi. Meika: Perhaps then, it should be “Equal voices”
 - vii. Jessica: I think this should be one of the top three because I think it applies to the organization and the students that we represent.
 - viii. Dustin: I think inclusivity or democracy better suits the principles compared to diverse voices.
 - ix. Brittany: I like inclusivity.
 - x. Ashlea: I think that diverse voices doesn’t capture the ideal behind the statement. I agree with inclusivity.
 - xi. Cian: There are other connotations with democracy.
 - xii. Dustin: This was previously discussed last year, inclusivity is one of our biggest strengths.
 - xiii. Cian: Perhaps we can combine values. Inclusive engagement.
 - xiv. Meika: I think as a standalone for this value, inclusive is a good word.

- xv. Cian: We need a noun.
- xvi. Kyle: Inclusivity is not a common word. Perhaps encompassing.
- xvii. Cian: Let's move on.

d. Engagement

- i. Cian: The last time we talked about this, there were wording concerns.
- ii. Meika: I think engaged community is more active than connected engagement. This suggests that students will become engaged.
- iii. Brett: I like engaged community.
- iv. Brittany: I do not think Connected Engagement works.
- v. Stephen: I don't see any problems with Engaged Community.
- vi. Brittany: I feel that Community Engagement involves a more active role compared to Engaged Community.
- vii. Siwei: I feel that this value is redundant.
- viii. Dustin: To comment on that, we want fundamentally, Science students to identify with something. I think this is more abstract compared to what's in the mandate.
- ix. Cian: In terms of description, what fits better?
- x. Dustin: I think the description under Connected Engagement does a better job of describing the value.
- xi. Michelle: I agree with what Dustin said.
- xii. Kim: The wording of the first one seems better to me.
- xiii. Dustin: I think it's redundant. To me, it's about the relationship, and building ties.
- xiv. Jessica: I think we could include more in the description regarding students being comfortable belonging and willing to build those ties in the Science community.
- xv. Kim: I agree with Jessica regarding belonging.

e. Stewardship

- i. Cian: Last time, we agreed with the concept of helping other students. However, we also had concerns that this was so implicit that it might be redundant. Who here thinks that it should be included over the other 5 values?
- ii. Dustin: I do not think it is implicit in our mandate or what we do. I think what is implicit is that we serve students and advocate on their behalf. What is not implicit is the drive to help our peers, and not to wait for someone else to help them. I think it's really powerful to state that we're here, and we're not waiting.
- iii. Meika: I disagree, out of all these, there are more. And it is implicit.
- iv. Brittany: I like the idea, but I don't think it's the best way to get it across.
- v. Ashlea: It's obvious already.
- vi. Siwei: I think that it's redundant.
- vii. Cian: Let's come back to it.

f. Innovation

- i. Dustin: There's nothing in our documents that describes our drive. I think that our values needs to capture our aspirations.

- ii. Cian: What words can describe that value? I personally think there are better words. Aspirations. vitality, vigour.
- iii. Meika: When I think about innovation, I think creativity, and new ideas.
- iv. Cian: I think that Dustin identified something more.
- v. Dustin: Pure ambition isn't a summary of what we value.
- vi. Kim: Far and beyond. We are all ready to go beyond our limits.
- vii. Jess: What about using the word propensity.
- viii. Brittany: Driven innovation?
- ix. Yang: Inspired Innovation.
- x. Kyle: Improving through innovation.
- xi. Meika: Innovative Advancement.
- xii. Cian: Innovative Development. Innovative Progress, Innovative Enrichment
- xiii. Kim: When I first saw the word innovation, initially I put it under the lowest, I think that we are always trying to go far and beyond, always trying to reach our goals, I've changed to one of top priorities.
- xiv. Cian: That's my problem, it's advancement.
- xv. Yang: Ongoing innovation.
- xvi. Meika: Innovation is straight up new ideas.
- xvii. Michelle: Some people are talking about advancement, can't we do that through innovation?
- xviii. Kim: I like the idea of it, as for the word, I'm neutral. If everyone likes it.
- xix. Dustin: I like growth and innovation.
- xx. Yang: I think we could attach another word to make it more clear.
- xxi. Cian: I think we are a bit stuck on that one, so let's move on.

g. Lasting Legacy

- i. Siwei: I like the idea, although I think it's tied to community. I think that the work that previous teams have done should be valued and taken into consideration moving forward.
- ii. Cian: If we can focus more the concept.
- iii. Kim: I put this as my lowest, however, now I feel that this value is one that describes us, the ISSS.
- iv. Dustin: There's two ideas here that are incongruous. I like the idea of lasting, we turnover every year, so something in terms of long term growth and sustainability. I don't think legacy describes how we do it. I think it's counterintuitive to work for a personal legacy.
- v. Ashlea: I want to come back in 5-10 years and see something that can be valued.
- vi. Meika: Ultimately, Legacy is something that occurs, not something that we can strive for. It sounds kind of conceited.
- vii. Jess: I like the concept behind it. I think that remembering the ISSS, and their time at the University.
- viii. Cian: Is it long term ISSS impact, long term effect? What is this value state?

- ix. Meika: I think that this can be amalgamated into the community value. In order to make an impact on them, we have to build community.
- x. Dustin: Perhaps include a lasting sense of belonging.
- xi. Kim: I want them to remember and have a lasting impression of the ISSS.
- xii. Yang: This is redundant in my opinion. If we do a good job, then we shouldn't have to state it.

h. Compassion

- i. Meika: I would not put it in my top three, because I think it's a given. I think that with all the other values, we should have a little compassion.
- ii. Consensus on Meika's point.
- iii. Dustin: I think it's worthwhile. I think this perfectly describes "how" we do it. I think it's something that we need to say and recognize.
- iv. Meika: A value statement to me is more of what you value.
- v. Cian: I think that this can be included into the concept of inclusivity.
- vi. Dustin: I think there's overlap.
- vii. Cian to amalgamate inclusivity and compassion somehow.
- i. Dustin - I want to throw out another value: **optimism**.
 - i. Yang: I think this is more of what Dustin feels, and may not click with students.
 - ii. Meika: I think that pessimistic groups fail.
 - iii. Jessica: I like optimism. It's something that the ISSS should value, because as Executives, it would be good to instill this in our Directors, volunteers, and the greater community.
 - iv. Brittany: I think it sounds funny.
 - v. Meika: What about the value behind it?
 - vi. Brett: I'll speak against. I think it's a great personal quality, but as an organization, it's difficult to attach optimism to it.
 - vii. Meika: I think this might be good to include with innovation.
 - viii. Cian: I agree with neither.
- j. Cian: So, somehow, today, we have to decide on three. At this point, we could go around the table and list our top 3 in preferential order.
 - i. Kim: I liked Community Engagement, Innovation/Inclusivity/Compassion, and Innovation
 - ii. Brett: I'm going with Community Engagement, Compassion/Inclusivity, Innovation.
 - iii. Ashlea: To clarify, what were the parameters of inclusivity?
 - 1. Cian: The idea of inclusivity and compassion was valuing every single student, their voice, and making them feel like they were included in the community. But doing so compassionately.
 - iv. Michelle: Inclusivity/Compassion, Community Engagement, Innovation.
 - v. Meika: Engaged Community, Inclusivity, Innovation.
 - vi. Jess: Compassion/Inclusivity, Community Engagement, Innovation.
 - vii. Kyle: Community Engagement, Compassion/Inclusivity, innovation.

- viii. Brittany: Innovation, Inclusivity, Engagement.
- ix. Yang: Compassion, Community, Innovation.
- x. Ashlea: Inclusivity, Engagement, Lasting Legacy.
- xi. Cian: What I'll be doing is taking the 5 values, finalizing the wording, and then bringing it back in January.

Motion to recess for 5 minutes. Cian/Michelle. Motion carried 7/0/0.

9. New Business

1. Winter 2012 Council Meeting Schedule, Council [6:49.p.m.]
 - a. *Currently, Council meets every week on Thursdays at 6:15pm.*
 - b. Siwei: in case people are thinking of changing it, and I'm assuming we will be doing evenings (after 4:30pm) only, just wanted to say that I'm free everyday except Tuesdays (I work until 6pm and I have class from 6-9pm). And I guess I can't do Wednesdays if you count exec meetings (but I'm also assuming if Wednesday is the only day for Council, exec can move).
 - c. Jessica: I thought that we were going to have the same schedule for the entire year.
 - d. Cian: It would be useful to have a regular schedule for future years.
 - e. Consensus for Thursdays at 6:15pm.
 - f. Cian: Could we decide on the first meeting in the new year?
 - g. Kim: Could we meet on the first day that school starts?
 - h. Meika: Perhaps Thursday the 5th?
 - i. Brett: Do we have a meeting next week?
 - j. Stephen: I made the schedule according to the academic schedule
 - k. Straw poll on having a meeting on December 8th. Majority not in favour.
 - l. Thursday the 5th is good for everyone at 6:15pm.
 - i. Kim: Did we want to meet earlier? What will be discussed at the meeting?
 - ii. Stephen will Doodle the time.
2. **Motion** to approve no more than \$300.00 toward the purchase of cyan and magenta toner cartridges for the Phaser 6280DN. Stephen/Meika. Motion carried 8/0/0.
 - a. Currently, we're low on cyan and magenta.
 - b. Meika: It is necessary for us to continue printing in color.
 - c. Kim: We need it as well.
3. **Motion** to excuse Siwei Chen from today's meeting. Stephen/Meika. Motion carried 8/0/0.
 - a. Siwei provided notification on Monday. She is unable to come due to her LSAT on Saturday.
4. FAMF Allocations Discussion, Cian
 - a. Please see attached document as a guiding document for discussion.
 - b. Transition**
 - i. Meika: I feel that a lot of students wouldn't see the purpose of paying for retreat.
 - ii. Brittany: I think for people that are here, it's something that's very important, and we should spend money on.
 - iii. Brett: I think that it would be easy to justify this, because students understand that we are elected to represent them.

- iv. Cian: I want to focus the discussion a little bit more. Not in terms of a yes/no question, but rather I want to get feedback to develop the ideas, that would be very beneficial.

c. Supporting Student Representation

- i. Dustin: We aren't the only science student representatives. This would help us collaborate with other representatives so that we could help them improve their capacity to advocate. This would involve social events, supporting them administratively, and perhaps bringing people in to speak on representation.
- ii. Cian: Thoughts? Criticisms?
- iii. Dustin: How do we encourage collaboration?
- iv. Stephen: I think we can do better than providing social events, and supporting them.
- v. Dustin: This would allow us to communicate the value of advocacy, and we're approaching this from a very community building standpoint.
- vi. Cian: We could facilitate their outreach, not that I feel strongly either way about it.
- vii. Meika: I'm having trouble with this one, because isn't this included in earlier points?
- viii. Dustin: That was student consultation. This is more consulting with other student representatives.
- ix. Cian: I think that representation is covered, but this is supporting other students who have a representative capacity. So this supporting other students.

d. Spring Thaw

- i. This is something that Paige is working on. Paige has worked on finding cost effective solutions to host a multitude of activities. The costs would be purely administrative and supportive. The concept behind the Spring Thaw is to support students emotionally and psychologically, and this is something that's currently lacking.
- ii. Dustin: It will be free.
- iii. Kim: I love this idea, I think it's a great idea. Mostly, we have a lot of services, however, it doesn't provide support that will help them relieve stress.
- iv. Kyle: Is there a way to include more people?
- v. Brittany: The VPP portfolio isn't fully developed yet, and I think that this could fall under both the VPP and VPA portfolios.
- vi. Yang: What if they showed their ISSS membership card?
- vii. Kim: How do we increase the capacity of the event?
- viii. Dustin: The challenge is to increase the capacity.
- ix. Meika: I think because it's a pilot project, it's difficult to say.
- x. Brittany: Usually when vendors are at an event, usually they pay for the table. Maybe it's that they should be paying us, rather than us paying them.

xi. Dustin: Ultimately, it will be a challenge, but this could be talked about with the ERT.

e. I am a Science Student

- i. Dustin: Allocations would go toward a gift card to students that provide a story.
- ii. Ashlea: Are they anonymous?
 - 1. Dustin: Yes, to everyone except for Director of Student Stories.
- iii. Stephen: How do you ensure legitimacy?
 - 1. Dustin: This will be thoroughly researched.

f. Student Professional Development

- i. Dustin: The allocations would be to bring in professional speakers to discuss a wide variety of topics.
 - 1. Study skills, relationship management, money management, public speaking skills.
- ii. Meika: I think if we incorporate it into a workshop style, it'll be more active.
- iii. Kim: I think that Meika brings up a good point. I'm not sure that having a speaker come in is as effective.
- iv. Dustin: There are many career development options available.
- v. Ashlea: Give them points?
- vi. Yang: Giving points may be counter productive.

g. TA of the Month

- i. Dustin: The ISSS will provide an award that will be based off of really stringent criteria.
- ii. Stephen: Reward undergraduates for their work vs. rewarding graduate students.
- iii. Kim: TAs within each department.
- iv. Dustin: I will reflect on the comments. From an advocacy point of view, this is meant to reward TAs for their hard work, and ensure that they are proud of what they do.

h. USBs Loaded with Academic Information

- i. Yang: I think it will cost more than what you have in mind. And you'll have to consider branding the USBs as well.
- ii. Kyle: Perhaps it would be better to include a website with the same information.
- iii. Dustin: The idea is to sell them at cost. It's meant as a form of merchandise. It's meant to help students in their academic careers.
- iv. Dustin: How do we get information to students in a meaningful way? Ultimately, we need something that students will carry on them throughout the year, because we do have valuable information to give.

i. Printed Newsletter

- i. Cian: We can distribute this much like that Gateway.
- ii. Yang: I think this would be a great idea. But if we had more visibility, people would be more willing to pick it up, and it would give us more awareness.
- iii. Meika: We also have to consider the environment.

iv. Cian: Perhaps run the newsletter experimentally?

j. Science One Card Stickers

- i. Cian: The idea is to help identify Science students, and to help Science students identify with the ISSS. However, there might be some other ways to identify Science students? Distribution?
- ii. Brittany: How are we making sure that they're Science students before giving out stickers?
- iii. Cian: Perhaps tablets, Beartracks access?
- iv. Yang: Perhaps a way to check the CCID.
- v. Jess: Perhaps to include this when they get their OneCard.
- vi. Dustin: There are concerns with privacy.
- vii. Cian: Alberta has one of the strictest privacy policies in Canada.
- viii. Jess: Do it through Orientation?
- ix. Dustin: Infolink is able to scan OneCards and see student information.
- x. Cian: Any other ideas?
- xi. Brittany: Lanyards?
- xii. Dustin: I think it should be ISSS stickers, not Sciencestickers.
- xiii. Siwei: as long as we have expressed consent, we can check BearTracks.

k. ISSS Merchandise

- i. Kim: ISSS wristbands?
- ii. Jess: I don't like wristbands.
- iii. Meika: Does it have to be merchandise that is sold? My ideas are pens or bags.
- iv. Brittany: Is there any way to sell through the U of A bookstore, and is that something we want to do?
- v. Cian: There are items that have been in the stores that have been on the shelves for years and years.
- vi. Dustin: From my perspective, we should be looking to sell merchandise at cost or for a profit, but not free.
- vii. Meika: I'm not leaning toward paying so that students may get free stuff. I'm just saying that we should have merchandise that we should sell for free.
- viii. Ashlea: Will there be more than just bars and clubs included on Discount Cards?
- ix. Jess: We offered those cards because they are offered to the ISSS for free. Matt suggested that this wouldn't be a great idea, because BSA has a great card, not that we can't exceed them.
- x. Yang: What if they had a membership card, and we discount our own services. Perhaps a discounted locker, or inclusion into Mini-Study Groups.
- xi. Kim: We have to ensure that the money that we get from the card is more than the discounted, so that we don't lose money.

l. Pancake Breakfast Giveaways.

- i. Brett: Free pancakes for students, in the morning, and it'll be awesome.

- ii. Dustin: I loved the line ups for Week of Welcome, and I think we could do the same.
- iii. Brittany: I think there should be more events on the proposals.
- iv. Brett: I didn't want to put things that won't be done in the next few years.

m. Hot Chocolate Giveaways

- i. The same thing.
- ii. Brittany: Where are the bigger things?
- iii. Siwei: Everything adds up.
- iv. Cian: My interpretation behind this is that we should reach the greatest number of students.

n. Science Handbooks

- i. Jessica: This would be to distribute Science-created handbooks. It would be a great medium to sell ads within the handbooks as well.
- ii. Yang: Perhaps it would be good to include the ISSS into class syllabi.
- iii. Siwei: Perhaps we could include some of the information that was supposed to be on the USB into the handbook.
- iv. Meika: For ideas, I think it would be cool to have tables related to Engineer classes. Perhaps it would be cool to include the periodic table of elements.
- v. Cian: Other ideas, this is a large project?
- vi. Michelle: I'm hesitant, a lot of people don't use it.
- vii. Siwei: I find it hard to judge, because they take them all.
- viii. Kim: ISSS Post-It notes.
- ix. Siwei: Post-ISSS notes.
- x. Dustin: That's a lot of paper.
- xi. Siwei: You're a lot of paper.
- xii. Dustin: We're moving toward a technological, environmentally friendly society.
- xiii. Siwei: We will look bad if we don't offer it.
- xiv. Cian: I like to be sustainable, but I think that the ISSS handing out handbooks is sustainable, because we can control aspects.
- xv. Meika: I think the Engineers' handbook is smaller.
- xvi. Yang: Perhaps an app.

o. Science Tours

- i. Cian: Science tours with map?
- ii. Jessica: I think this would be very valuable to students. Perhaps not a map, but perhaps a resource along with Science tours. Campus Ambassadors have really cool jackets.
- iii. Dustin: Why can't they be included into the handbook?
- iv. Siwei: Can't we just use maps from the University?
- v. Cian: Ideas to help Jess develop the concept of Science Tours?
- vi. Kim: Do we have any ideas, are we providing tours, maps. Because there already is Campus Ambassadors.
- vii. Jessica: Pretty much research right now.
- viii. Kim: It might be redundant.

- ix. Jessica: I don't think that there's a specific Science tour on Campus. So, cool spaces in CCIS, ISSS, and spaces that are relevant to Science students.
- x. Kyle: Is there a way to incorporate a Science tour with orientation?
- xi. Cian: Campus tours right now are standardized.
- xii. Ashlea: I'm on the program. The whole purpose is more for recruitment, and standardized.
- xiii. Jessica: Incorporating FA specific time and tours together.
- xiv. Meika: I feel that it should be expanded to more than just tours. I feel that tours are redundant.
- xv. Kim: After hearing Jessica explaining it, I feel that this is valuable.

p. Student Development Programs

- i. Jessica: Right now we've developed a really rough structure of how this will work, but right now it consists of an upper year student mentoring new students.
- ii. Cian: Can you highlight the philosophy, and where it's coming from?
- iii. Jessica: Okay, so for me, this is a project based on having students feeling comfortable in the community.
- iv. Meika: I feel like this overlaps with Dustin's idea with workshops.
- v. Kim: I love it. Personally because in first year, I didn't know where to go.
- vi. Siwei: A scavenger hunt component? Part of tours.
- vii. Dustin: Conceptually, I think this is a tough one to allocate money. Besides developing a handbook for those who are mentoring.
- viii. Cian: What might be important is to maintain the momentum throughout the year. Something to keep the mentorship going throughout the year.

q. Student Resources

- i. Jess: Basic school supplies. Perhaps having a table with things that students really need.
- ii. Kim: Post-ISSS notes.
- iii. Stephen: Dedicated areas around campus.

r. Student Space Improvements

- i. Jess: Stuff for student space.
- ii. Cian: Microwaves?
- iii. Kim: Are we allowed to have our own microwaves around campus?
- iv. Yang: Why not?
- v. Brett: I've talked with Colten, and there's like a Microwave Committee and they talk about further implementation a lot, and he thinks that CCIS should be at the top of that list, but I don't know when they'll get the money for it.
- vi. Stephen: Fridges?
- vii. Dustin: How about saving up, so that we can purchase student space.
- viii. Cian: The concept of student space is hard, because we don't know whether or not we can purchase furniture.

- ix. Dustin: Just a fun fact. If we wanted to provide furniture, this is something called an SMF, which would be a second fee, that is operated by the Faculty.

s. Career Fair

- i. Cian: I think it would provide a lot of value. In our consultations, there's been a lot of push toward career development resources for students. I think there may be more ideas that can be incorporated into a career fair.
- ii. Dustin: The main idea I heard was having a staff career counsellor, where it's a one on one guidance process that will help students gain access to information and utilize it effectively.

t. Career Resource Centre

- i. Cian: This will give students a more central hub where we would primarily be advertising other organizational opportunities.
- ii. Cian: Along those lines, CAPS offers a service where students can come in and from my understanding, they're guided with a peer to help them understand the resources that are available.
- iii. Ashlea: Could we get some more of a manager to come in to talk to students?
- iv. Siwei: I find that my impression to why students ask for more career help is that they're too lazy to seek out the information themselves. Perhaps we can do a Podcast? But if we do presentations, then people won't come out.
- v. Kyle: Maybe holding a livestream, so that people can log in and comment and chat while the presentation is ongoing.
- vi. Kim: What about a job bank? Sort of like where we list job opportunities for Science students?
- vii. Cian: To clarify, positions that are currently open?
- viii. Kim: Yes.
- ix. Cian: I don't think that we can do it better than CAPS.

10. Attachments

- 1. FAMF proposed projects list

11. Good and Welfare

Comments and criticisms of the meeting for the good and welfare of the organization.

12. Next Meeting

The next meeting of the Council will be at 6:15pm, January 5th, **2012** in CCIS 1-033.

The chairperson of the next meeting will be Ashlea Ahmed.

Minutes will be taken by Siwei Chen.

13. Adjournment

Motion to adjourn the meeting at 10:05. Kim/Ashlea. Motion carried 7/0/0.

Council, December 1, FAMF Discussions

Current Projects

The following are projects that the ISSS currently does that it proposes are supported by the levying of a FAMF. Some budgets will remain the same (or are zero to begin with), others are currently budgeted for an expansion in the financial support offered to the project. This is indicated by a (0) and a (+), respectively.

1. Elections (0)
2. Strategic Planning (0)
3. General Meetings (+)
4. Technology (+)
5. Office Improvements (+)
6. Web Dedicated Hosting (+)
7. Branded Documents (+)
8. advISSS (0)
9. Student Consultation, Research and Advocacy (+)
10. Mini Study Groups (+)
11. Instructor Appreciation Night (+)
12. COSSA Support and Granting (+)
13. Marketing and Design (+)
14. Volunteer Program (+)
15. Discover Science: Resource Fair (0)
16. Orientation (+)
17. Movie Nights (+)
18. Science Week (+)
19. Bar Nights (0)
20. Athletics and Intramurals (+)
21. Lockers (0)
22. Service Development (0)
23. Used Book Sale (+)

New Projects

This list consists of projects that are proposed for 2012-2013 and future years, as well as projects that currently do not have ISSS financial support. The respective Executive will be able to explain the ideas to gain Council's input to develop further the idea.

1. Transition
2. Supporting Student Representation

3. Spring Thaw
4. I am a Science Student
5. Student Professional Development
6. Teaching Assistant of the Month
7. USB Loaded with Academic Information
8. Printed Newsletter
9. Science One Card Stickers
10. ISSS Merchandise
11. Pancake Breakfast Giveaways
12. Hot Chocolate Giveaways
13. Science Handbooks
14. Science Tours
15. Student Development Program
16. Student Resources
17. Student Space Improvements
18. Career Fair
19. Career Resource Centre