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# The Interdepartmental Science Students' Society

Executive Meeting

Minutes

5:00 PM

May 20th, 2011

BS CW 410

## Attendance

*Executives: Cian Hackett (Skype, left at 6:37), Dustin Chelen, Stephen Chin, Brett MacGillivray, Siwei Chen, Jessica Nguyen*

*Other: None*

Chairperson: Stephen Chin

Minutes: Dustin Chelen

## 1. Call to order

Meeting called to order at 5:15 pm.

## 2. Approval of minutes

**Motion** to approve the minutes of the last Executive meeting of May 6th, as written.

Dustin/Siwei. Motion carried 6/0/0.

## 3. Approval of agenda

**Motion** to approve the agenda below, as written. Siwei/Jessica. Motion carried 6/0/0.

## 4. Old Business

1. Councillor Wiki Access, Stephen.
  - a. Stephen: What pages should Council be given access to?
  - b. Dustin: Meeting minutes between the VPA and the Senior Associate Dean should be restricted to Executives.
  - c. Dustin: Executive Dedication should be restricted to Executives.
  - d. Jessica: I don't see why it would be necessary for Councillors to have access to the documents regarding each service in particular. Those are more for my reference, and for me to use to pass on information to my Directors. Under my portfolio, I think it would be worthwhile to give Councillors access to "Developing a New Service" and "Mandated Responsibilities."

- e. Siwei: I don't have a problem with people seeing anything of VPC's. Just because it's for transition doesn't mean others who are interested in the position can't view the information out of curiosity.
  - f. Siwei: Perhaps we could share confidential information via dropbox.
  - g. Jessica: I was under the impression that the discussion was around what was necessary to give Council access to. However, I don't have any concerns letting them access any of the pages.
  - h. Siwei: We could include Councillors in the "Executive Dedication" page. Let's clean up the Exec Dedication page.
  - i. **Motion** to make all pages accessible to Councillors, with the exception of the SADSS meeting pages. Dustin/Brett.
    - i. **Motion** to amend the motion to read "**Motion** to make all pages accessible to Councillors, but not the following:
      - 1. the SADSS meeting pages
      - 2. all VPAF pages with the exception of the VPAF introduction letter, and the responsibilities of the VPAF." Stephen/Siwei.  
Motion carried 6/0/0.
    - j. Dustin: I believe the principle being discussed is whether or not to grant access based on openness, rather than what they need.
    - k. Siwei: Giving access to the VPAF is valuable for transition, and could be of help for any councillors interested in running for the VPAF.
    - l. Main motion carried as amended 6/0/0.
      - i. Stephen will change access.
2. Initiative with other student groups on campus. Siwei
- a. Discussed a flash mob with Ann Gordon and David McBean from CSD on September 14th. To be held with members of COFA in either QUAD or the CAB basement. A video will be made to help teach people the choreography. Rehearsals will be held during the summer. It will be filmed. Its purpose is to showcase the value of getting involved in student governance to apathetic students. Ideally looking for between 50-200 people.
  - b. Siwei: Are we comfortable being an official sponsor and supporter of this event?
  - c. Brett: Who's hosting the event, or responsible for it?
    - i. Siwei: Myself, Ann, and Dave.
  - d. Siwei: What is the ultimate goal of the event?
    - i. Siwei: Ideally to spark a viral conversation across campus. We could identify everyone with shirts that represent their organization.

- e. Jessica: It sounds like a good idea, but I'm concerned about turnout.
- f. Dustin: This, combined with the lip dub might be taking on too much at the same time. I'd rather combine the two or host one awesome event, particularly with the support of the SU.
- g. Jessica: But I think that they each have different purposes. Lip dub is to introduce new students, whereas the flash mob is to highlight student governance.
- h. Siwei: Let's table this discussion until after the lip dub is brought up. Mutual agreement.

## 5. New Business

1. **Motion** to approve Alanna Chomyn as the Director of Volunteers for the 2011-2012 Academic Year. Siwei/Brett, Motion carried 6/0/0.
  - a. **Motion** to move in-camera. Siwei/Jessica. Motion carried 6/0/0.
  - b. **Motion** to move ex-camera. Siwei/Jessica. Motion carried 6/0/0.
2. COSSA Cooperation
  - a. \*Review and update all COSSA Meeting agendas by Friday, June 10, 2011.
  - b. \*Deadline for "ISSS" Section Wednesday, June 1, 2011. Deadline for the DA/PA section Friday, June 10, 2011.
  - c. Brett: What exactly does an Exec need to include in the agenda?
    - i. Siwei: Things that are relevant to COSSA members, or services that we can offer them. Also include things that we can work together on that are relevant to your portfolio.
3. Mascot Proposal
  - a. \*Move forward with the mascot for September launch, and present the above proposal to Council.
    - i. Cian: a) Cost is reasonably estimated. Mascots are expensive. There are also cleaning costs. Also one person had to be dedicated to wearing it, or max three per year. b) I personally don't feel the mascot is doable this year because of finances. Perhaps designing/purchasing in March might be better if we know then our financial situation and how much money we'd have to work with. Compared to other uses of our money, it just doesn't seem appealing right now. Unless we get a sponsor specifically for it.
    - ii. Jessica: If we are to invest our efforts towards fundraising, we should make sure the payoff directly affects science students.
    - iii. Brett: We would certainly be remembered for purchasing this mascot.

- iv. Dustin: I think it's important that we spend our money first on things that fall directly under our three pillars. I think that even if we did work hard to fund raise, the extra \$4000 could be used for things like iClicker rentals or science student merchandise. I have trouble seeing how a mascot helps to build a community.
  - v. Siwei: It helps to stem a sense of pride and community, and it will be an effective tool when marketing services like iClicker rentals.
  - vi. Brett: Perhaps we could invest in a less expensive version for the time being?
  - vii. Cian: Purchasing a mascot could also negatively affect the perception of the ISSS as an organization that does not use its finances appropriately to serve students.
  - viii. Jessica: I'd disagree with Cian's statement. I think we can argue that this helps build community, and I'd recommend bringing it to Council.
  - ix. Dustin: I'd prefer if this didn't go forwards to Council, for the reasons I stated above, and Cian's suggestion.
  - x. Jessica: I'd like to see this as a presentation to Council.
  - xi. Cian: In a year when we want to consider proposing a FAMF, I think it could be perceived as a misuse of students money on something that provides them no benefit. I agree with Dustin.
  - xii. Siwei: What if we looked into creating an "ISSS Mascot Fund"?
  - xiii. Jessica: I agree. We could start fundraising now.
- b. Proposal will be brought forward at the next council meeting.
4. Science Student Representation, Dustin.
- a. The Faculty of Science believes that we are advocating for our students based on anecdotal evidence, rather than statistical data. If the Faculty is to take us seriously, how can we gather statistically valid data over the summer? A 95% confidence interval would require a 362 person random sample.
  - b. Will offering a prize for respondents increase the number of surveys that get filled out?
  - c. Can we use our listserv for something like this?
  - d. Brett: Do we have to create this before September?
    - i. Dustin: We could, but it would inhibit our ability to advocate for students before then.
  - e. Siwei: We could include it in the newsletter to our 700 person listserv, and we could ask COSSA members to send it out to their listserv. We could also include it on Facebook or Twitter.

- f. Siwei: A prize is an incentive for people to fill out a survey.
  - g. Jessica: We need to make sure that people don't just fill out the survey randomly in order to get the prize.
  - h. Siwei: Should we do classroom talks?
  - i. Stephen: Explaining how the survey data will be used might empower participants.
  - j. Jessica: Make this information concise, though.
  - k. Siwei: We might not have a June newsletter ready. So perhaps the survey can just be sent over the listserve.
5. Science Handbooks, Jessica
- a. Remember to get all the volunteer opportunities associated with your portfolio to Siwei by 5:00 pm on Saturday, May 21st!
  - b. The Centre for Writers responded and has confirmed that they would like to buy half a page of advertising space! That's \$2200 in total!
  - c. Stephen: How many pages of ads have we actually sold?
    - i. Jessica: 4.
6. Orientation Lip Dub, Jessica
- a. I spoke with Wanda and she was really interested in doing a short Lip Dub in CCIS (~2 minutes). Her inspiration comes from:  
<http://www.youtube.com/watch?v=BpKMIGoUGe0> (3:08 to 4:25). We could do this during Orientation when we get a chance to speak to the new Science students, and I don't really see any drawbacks at this point, because it shows off the new building, we can get the ISSS name out there, and we can have administration involved, too! (This would be under Brett's portfolio.)
  - b. Brett: What is everyone's opinion on doing something of this nature? Anyone have any ideas on what kinds of things to incorporate? When the best time would be to do this would be?
  - c. Siwei: I'm worried that compared to the quality of lip-dubs out there, this could be underwhelming. I've heard rumours that the SU might be planning a lip-dub? One giant event could be better than a whole bunch of little ones. But what about a CCIS opening event?
  - d. Jessica: I agree. But we should think of a better event for opening CCIS.
  - e. Dustin: Consider different ideas that still involve students during the CCIS opening.
  - f. Siwei: Depending on the timing, we could train students during Orientation and film during Alumni Week?

- g. Brett: I'd like to talk to the SU VPSL to discuss the possibility of working together on an epic lip-dub.
  - h. Siwei: So then the flash mob being planned should be combined with whatever event the SU decides to plan.
7. Jostens Grad Rings Discussion, Cian
- a. I received an email from Jostens who would like to set up tables to sell grad rings to science students in CAB in late November and late March (and needs our support to do so as a student group contact so we can book the table for them). There didn't seem to be a clear benefit to the ISSS indicated other than providing the service of rings to our members. Is this something the Executive would like to do?
    - i. Jessica: I think that even though we wouldn't benefit financially, it would be good to have that as a service to students. We wouldn't be losing anything, except the few minutes it takes to book a table. However, would it be out of the question to book Jostens a table for some sort of cost? Or if we could ask for X amount of dollars per ring sold? (If we did this, couldn't they just ask another student group?)
    - ii. Stephen: Have they contacted the Faculty of Science? I'm sure that they can gain permission from them rather than using a student group to book space.
    - iii. Siwei: I think we should do this. It doesn't require any work on our part, and I think it fits as a service of the ISSS.
    - iv. Dustin: I believe there is a policy about non-students soliciting on campus. It would be worth researching this beforehand, so we aren't required to man the booth.
    - v. Siwei: In that case, we should consider asking for something in return from Jostens in exchange for advertising the rings.
    - vi. Cian: Jostens provides money per rings sold.
    - vii. Dustin: From my recollection, the amount offered was \$5.00 per ring.
    - viii. Siwei: Can you recall the number of rings sold last year?
      - 1. Dustin: No.
    - ix. Siwei: What's the timeline on this project? When do we need to have a decision made by? Could we ask Cian to negotiate with Jostens when he returns.
    - x. Jessica: Perhaps it might be worth it, since only one person would need to man the table.



i. Stephen: I will email everyone with this.

#### 11. Collaboration with MASC, Jessica

- a. While working with the Math and Applied Sciences Centre to draft up an advertisement for the handbook, Carmen, from MASC, asked me if the ISSS would be interested in collaborating with them. She mentioned something about getting the ISSS to send out periodic emails about their department, and the classes that they're offering. I don't see any direct benefits to the ISSS, but advertising this service is still something that Science students can benefit from. Thoughts on whether something like this should be done? Can we find a way to collaborate with MASC, benefit Science students, and this organization all at the same time?
- b. Siwei: So they aren't a student group, rather a University Student Service?
  - i. Jessica: Yes.
- c. Brett: Could we incorporate what they want to say into our newsletter?
  - i. Jessica: Yes.
- d. Jessica: Do we want anything out of this?
- e. Dustin: Motion to move in-camera. Dustin/Jessica. Motion carried 5/0/0.
- f. Dustin: Motion to move ex-camera. Dustin/Brett. Motion carried 5/0/0.
- g. Jessica: I think we should include this in our newsletter, if we get something out of it.
- h. Dustin: I think we should delegate this to the sponsorship director.

#### 6. Good and Welfare

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

#### 7. Next Meeting

The next meeting of the Executive will be at 5:00 PM, June 3, 2011 in BS CW 410.

The chairperson of the next meeting will be Siwei Chen.

Minutes will be taken by Meika Ellis.

#### 8. Adjournment

**Motion** to adjourn the meeting at 7:05. Dustin/Brett. Motion carried 5/0/0.