

The Interdepartmental Science Students' Society

Executive Meeting

Minutes

5:15 p.m.

February 8, 2012

CCIS 1-033

Attendance

Executives: Cian Hackett, Stephen Chin, Siwei Chen, Jessica Nguyen, Brett MacGillivray (arrives at 5:23pm), Dustin Chelen (arrives at 5:22pm)

Other: Emerson Csorba, Rory Tighe, Colten Yamagishi

Chairperson: Stephen Chin (Brett MacGillivray from: 5:23 pm)

Minutes: Anthony Wu

1. Call to order

Meeting called to order at 5:21pm.

2. Approval of minutes

Motion to approve the minutes of the last Executive meeting of February 1, 2011 as written. Siwei/Cian. Motion carried 4/0/0

3. Approval of agenda

Motion to approve the agenda below, as written. Siwei/Cian. Motion 5/0/0

4. Old Business

1.

5. New Business

1. SU/ISSS Discussion

- a. Emerson: How is transition for the execs next year?
- b. Brett: My position will be fairly easy for transitioning.
- c. Siwei: I spoke with my directors and we made transitioning documents (some of which include directorships). This will be finalized tentatively.
- d. Dustin: We have a two-day transition plan as well as plans on the wiki to incorporate a transitioning mechanism.
- e. Cian: We are also working on the elections and applications for the future candidates of the ISSS. This includes updates on the constitution as well as focusing on recruitment.
- f. Siwei: For my position, we're looking at ways for smooth transitioning.
- g. Emerson: Is there a certain person responsible for transitioning?
- h. Cian: Yes, it falls under my portfolio.

- i. Rory: My main concern is how we can garner support/initiative to the new upcoming execs?
- j. Cian: It is difficult to fostering a relationship within the ISSS as well as the faculty.
- k. Jessica: I think that it would be beneficial if the future SU VPA met up with the future ISSS VPA along with both the VPA's outgoing in an initial meeting to set the tone of the relationship between the two organizations for the upcoming year.
- l. Dustin: I would feel that it would be useful that student advisor delegating these issues.
- m. Cian: I agree with Dustin. Advocacy and governance are both equally important in the ISSS.
- n. Colten: Does the ISSS consider itself as a student faculty serving group as well?
- o. Siwei: Well I'm not sure if this applies but based on what I've experienced with COSSA, I feel that student group services are vital.
- p. Dustin: Various group services are targeted to specific student groups and it is hard to target everyone.
- q. Emerson: I felt that the orientation was very successful in terms of advocating on behalf of student groups.
- r. Rory: How are the elections going (Councillor and Executive positions)?
- s. Cian: Based on the number of people that campaigned for elections last year, I feel confident that the elections will turn out very well. We had a lot of volunteers and a lot of involvement regarding recruiting of new volunteers to market various events.
- t. Jessica: As there were about seventeen people from Science running for seven or eight positions on SU Council last March, I think that at least part of that success was due to the ISSS's influence. Using FAs to distribute information about elections may be useful.
- u. Siwei: I think you should start bringing the idea up of running for positions earlier in the year so candidates can better familiarize themselves with the position they are campaigning for.
- v. Cian: I feel that targeting people involved in the ISSS as well as targeting people outside of the ISSS is one of the challenges we are undertaking.
- w. Rory: I like to commend ISSS on a well done performance based on how successful the elections were last year.
- x. Emerson: I feel like the positions were very well advertised.
- y. Colten: I especially like how the transitioning of new executives and councillors were by the ISSS.

- z. Cian: I feel that building relationships with other faculties would be beneficial and useful for generating a sense of connectivity.
 - aa. Siwei: How is SU's transitioning?
 - bb. Emerson: It is planned to be very thorough and detailed.
 - cc. Cian: How do you channel/impart the culture aspect of your organization to your successors?
 - dd. Rory: Well it depends on the individual. There are various sessions in place to help the certain individual engage in the transitioning process.
 - ee. Colten: This also involves taking new perspectives from the other executives to better gain a sense of understanding for their positions.
 - ff. Brett: Seeing no further discussion, is everyone satisfied with what has been discussed?
 - gg. Colten: Yes.
2. **Motion** to approve no more than \$8.50 towards the purchase of posters to advertise the newsletter. Siwei/Cian. Motion carried 6/0/0
- a. 10 posters, 11'x17' color
 - b. $\$0.79 \times 10 \times 1.05 = \8.295
 - c. Melyssa: Now that we have my team working on the newsletter too, its featuring a lot of new articles, designs and comics/info that the students may be interested in. If we get more people to be aware of the newsletter, we can also get more awareness for our successful ISSS events like IAN since we have people writing about them. It would also be a great way of talking about the famf and getting it out there if people actually read it. I'm thinking 10 just so we have at least one poster on each bulletin board and a few for the hallway. Maybe if these proves to be helpful, we can increase the amount of posters later.
 - d. What the newsletter has now is variety. It is mainly about the ISSS, but we have opinion articles by science students, advice from teachers, comics and memes. We can now reel students in with topics that may appeal to them, and at the same time, force them to have to read through ISSS events and ideas as well. As of right now, we have less clicks on the newsletter than we have ISSS members, and since the newsletter is an important marketing avenue for the ISSS, I think that we should really try to increase those numbers.
 - e. The posters would feature the new articles and ideas: Students Speak (the opinion article), Events of the Month (see what you teacher had to say about their award!), comics (ever get tired of studying? Here are some memes to let you know you aren't alone!) And more. It would also include a bar code scan so that students can view the newsletter on the go and not have to find it on the ISSS website. This would really help Reid get more clicks.
 - i. Siwei: Melyssa has been working on the purchasing of these posters as well as advertising/marketing events in the near future.

- ii. Brett: I approve this seeing that the expense for the purchase of these posters is reasonable.
 - iii. Cian: I feel that the expenses are not sufficient funds poster.
 - iv. **Motion** to amend the main motion to replace \$8.50 with \$25.00.
Jessica/Cian. Motion carried 6/0/0.
3. **Motion** to approve an expense not to exceed \$40.00 for an internal professional development workshop on public speaking. Cian/Jessica. Motion carried 6/0/0
- a. *See attached budget.*
 - b. Cian: There will be three presenters from Toastmasters and will be targeted to members of ISSS as well as those who are interested. Each person participating would be charged \$15.00.
 - c. Siwei: Would it be beneficial if we brought cards branded with the ISSS logo?
 - d. Brett: I feel that it would detract from the main message of this event.
 - e. Cian: I don't feel confident based on what has been discussed earlier.
4. **Motion** to approve an expense not to exceed \$70.00 for an additional banner stand for ISSS marketing. Cian/Siwei. Motion failed 3/2/1.
- a. Cian: I think this would be a good investment for the ISSS.
 - b. Siwei: Seeing how the banners were used for the "Used Book Sales" and other various services, I also feel that these banners would be beneficial for other events other than service.
 - c. Stephen: Do we know where these banners are to be used currently?
 - d. Cian: For FAMF campaigning.
 - e. Stephen: I feel that this money could be used in other areas other than banner stands.
 - f. Cian: Having more banners would be beneficial.
 - g. Jessica: Agreed, however, could we reserve this issue for future years, since we have enough for this year?
 - h. Brett: I would disagree since we lack the capacity to store a growing number of resources.
 - i. Siwei: Are we certain that the banner stand won't be used for the week of February 27 and March 5?
 - j. Dustin: Yes.
5. ISSS Wins Discussion. Dustin/
- a. Dustin: We looking for better names for the title of the website. Comments are gladly welcomed. Also, Alec is asking for this to be done after reading week. Members of council are required to write a 50-word excerpt describing their position and about the ISSS. I'm asking if whether this would be appropriate for executives.
 - b. Brett: I don't feel that I had a big impact on students at large.

- c. Siwei: I don't feel confident on our ability of submitting photos which would deem appropriate.
- d. Cian: Also, I feel that the name for the website is a bit suggestive .
- e. Dustin: If there are any suggestions about the name of the site, they are gladly welcomed. Also regarding the photos, I'll take into careful consideration if a photograph director is needed for the site. We are currently looking at different ways to look in improving this issue.

6. Attachments

1. See attached.

7. Good and Welfare

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

8. Next Meeting

The next meeting of the Executive will be at 5:15p.m., February 15, 2012 in CCIS 1-033.

The chairperson of the next meeting will be Jessica Nguyen

Minutes will be taken by Michelle Truong

9. Adjournment

Motion to adjourn the meeting at 6:26pm. Jessica/Siwei. Motion carried 6/0/0.

Toastmasters Presentation Budget

Item	Details	Cost
Thank you	Box of cards	\$10.00
Styrofoam Cups	ISSS storage	\$0.00
Paper Plates	ISSS storage	\$0.00
Napkins	ISSS storage	\$0.00
Pop	2 x \$1.39 x 2L	\$2.78
Cookies	One box	\$5.00
Vegetables	One tray	\$20.00
	Total:	\$37.78