

3rd meeting of the General Council 2023-2024 of the Science Students' Association
University of Ottawa
Meeting Minutes

Date: December 6, 2023

Time: 6:00 PM

Location: Online (Zoom)

Attendance:

Executives

Christina Bi (Present)
Anumita Chatterjee (Absent)
Janet Smyth (Late)
Autumn Shaw (Late)
Victor Boddy (Absent)
Breana Sanders (Present)
Laura Wang (Present)
Neeharika Boni Bangari (Late)
Yassine Marhom (Present)
Pooja Narula (Absent)
Valmik Duvadie (Absent)
Réda Hamza (Absent)
Simon Yang (Present)

General Council

Rosita Yuen (Present)
Maya Zonneveld (Present)
Jennifer Lam (Present)
Matt Zander (Absent)
Tai Adewoye (Present)
Julia Esber (Present)
Sarah Musca (Present)
Jessie Pearce (Present)
Nina Tahvildar (Absent)
John Surette (Absent)
Gabriella Curkovic (Present)
Paige Chan (Present)
Elsa Stiefeling (Present)
Dante Nicoletti (Absent)
Anabelle Tian (Present)
Anita Suthakaran (Absent)
Victoria Flatt (Present)
Bettina Bourque (Present)
Suzan Kadri (Absent)
Simon Larose (Absent)
Elyse D'Aoust (Present)

Managers

Emily Wu (Present)

Joela Xhumri (Absent)

Sienna Mery (Absent)

Teagan Chant (Present)

Thalia Lamberti (Present)

Olivia Mendicino (Present)

Hope Avramidis (Absent)

1. Opening of the meeting
 - The meeting starts at 6:00 PM
2. Land acknowledgement
 - Land acknowledgment by Simon
3. Motion to start the meeting
 - Seconded by Laura
4. Motion to adopt agenda
 - **Christina:** Motion to add trial run of social committee for next year. I think it's under manager updates right now. Breana do you have anything to add?
 - **Breana:** I thought we were moving it to the next meeting.
 - **Christina:** We didn't do that last meeting, we motioned to table it to this meeting, so we have to motion to table it to the next meeting now.
 - **Elsa:** Can I make a point about that at all or just wait?
 - **Christina:** Yes you can whenever we talk about it. We also have to add departmental updates.
 - Seconded by Oliva

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5. Question period
 - **Christina:** No questions.
6. Executive Updates
 - 6.1. Senator
 - **Valmik [Absent]:** No update.
 - 6.2. Senior Advisor
 - **Reda [Absent]:** No update.
 - 6.3. Internal
 - **Autumn:** I updated my budget in Anumita's excel, moved textbooks to the storage room and set up 101 week bags for sorting, signed cheques, attended wine and cheese, took tally of frosh week merch for Laura's winter charity donation, signed UOSU -RSG memorandum agreement, and helped out with Movember fundraiser and Let's Get Festive.
 - **Christina:** The memorandum was drafted up at the PRT meeting, it's an agreement between UOSU and the RSGs to outline responsibilities and roles. I can send it to everyone, it's just a clear outline of the expectations.
 - 6.4. External
 - **Victor [Absent]:** No update.

6.5. Academic

- **Breana**: I spoke with Zach for the last minute prep for wine and cheese, attended wine and cheese, thanked the professors for attending, attended let's get festive and helped with clean up, met with the greenhouse manager and have been in constant communication, met with Dr. Kharouba concerning murals and more plants in Biosciences, spoke with the Dean of Science concerning the mural, spoke with Sean from facilities concerning the murals, met with ESS concerning a potential collaboration, updated wine and cheese budget in excel, transferred all the sponsorship files from Synto to OneDrive, and created the google file for the sponsorship committee and put all the files there, and went through all the applicants.

6.6. Social

- **Janet [Late]**: I hosted let's get festive, attended mo bro's, attended office hours, had formal kickoff meeting with the Shaw Centre, finalized the date for grad ball and have contract and deposit (March 30 at the Chateau Laurier), and attended wine and cheese.

6.7. Bilingualism

- **Yassine**: I did my office hours, translated a few questions, answered queries, did the website team translations, and did the sponsorship committee duties.

6.8. Promotions

- **Neeharika [Late]**: I made posts for the toy drive, office closing, let's get festive, chem bingo, movember event, and giveaway. I also answered student emails, sent November newsletter, and attended let's get festive, movember event, wine and cheese, and took pictures at the events.

6.9. Finance

- **Anumita [Late]**: I helped out with the presentation for wine and cheese, helped out at wine and cheese, attended Movember, Joela attended the MRT meeting for me, and I have been writing cheques for reimbursements.

6.10. Equity

- **Simon**: I attended my event, attended the social committee meeting, went to mo bro's and wine and cheese, helped upload photos to dropbox from events, helped decorate Marion basement and attended let's get festive, and am attending the equity RT on Thursday.

6.11. Philanthropic

- **Laura**: I held a charity committee meeting, covered some office hours, reached out to some charities about accepting donations from the winter food drive - I decided we'd donate our clothing to diabetes Canada and they'll pick everything up after our drive is over; other items if we receive any will go to the snowsuit fund, local food

bank, and toy mountain. A couple of other RSGs are collecting with us including PSA, CSSA, ESA, and HSSA. For the mo bro's competition, the winners are: Chloe, Eli, Sarah, Jonathan, Alexandre, and Moise (still have to contact them and coordinate giving the prizes but I'll do that very soon)! I got a \$250 donation from F&S so including what we raised on the night of the event we got \$556.15 total for movember. I attended wine and cheese and let's get festive, and I'm in touch with the first year reps to discuss adding a charity portion to their coffeehouse in the winter.

6.12. Logistics

- **Pooja [Absent]**: I attended my office hours, bought the dietary restrictions food for wine and cheese and helped out there and organized the merch pickup process. Thank you to everyone who had office hours for helping!! I've also been answering emails regarding some of the merch and working to get those addressed, and bought the food for let's get festive.

6.13. President

- **Christina**: I attended my office hours, attended wine and cheese and helped with the slideshow, let's get festive, movember, and chemistry bingo. I have been working on the initiative for transparency with the Vice-Dean, sending out performance reviews (sorry the summer ones are so late), reviewing applications for the sponsorship committee, signed and sent UOSU memorandum, went to formal and grad ball committee meetings, signed cheques, attended PRT, organized winter grad photos, and have been checking emails.

7. Manager updates

7.1. Secretary

- **Teagan**: I have been attending my office hours, completed last meetings minutes, and been approving dates when the event forms are submitted.
- **Christina**: I also want to remind people if you plan events please let Teagan know, cause she knows all the dates. Just let her know what you're thinking of doing and she'll confirm if that day works.

7.2. Social Media Manager

- **Thalia**: I attended office hours, answered messages on Instagram, posted wine and cheese, bingo, mo bro's fundraiser, let's get festive, office closing for the year, winter donation drive, and the giveaway. Thank you to everyone who has been reposting. I took pictures at events I attended such as wine and cheese, mo bro's event, and let's get festive. I also attended BioConnect's (an SSA affiliated club) bingo night, which was super fun!

7.3. Webmaster

- **Olivia**: I attended and helped with wine and cheese, I have been updating the website as events happen. I posted the translated meeting minutes from previous meetings. I am working on the "my team" page, hopefully it will be up soon so if

you haven't sent it in you still have time to. I uploaded the event photos from our recent events to the website. I also updated the meeting time on the website and office closure posts.

7.4. Financial Assistant

- **Emily:** I've been attending my office hours and looked at the sponsorship committee applications.

7.5. Auditing manager

- **Joela [Absent]:** I attended my office hours, helped with set up and attended all the events we've had in the past month, attended the Money Round Table and got info for the next steps of the audits - will be working more on that with UOSU.

7.6. Bilingualism Assistant

- **Sienna [Absent]:** I've been translating blurbs on the event request form and did some last minute translations for wine and cheese, attended my office hours and attended wine and cheese.

7.7. Academic Assistant:

- **Hope [Absent]:** No update.

8. Departmental updates

- **Julia:** We met on Monday to finalize our social event that we're hoping to have early/mid January, we talked to Laura about including a charity component about it. We submitted the event form and we're just waiting for approval. We're creating promotions and translating, once it's done we'll send it for approval. We also started a brief discussion about our academic event.
- **Christina:** Great sounds good. Any other updates? If not, we'll move onto the next point.

9. Trial run of social assistant for next year

- **Christina:** Motion to table trial run of social assistant for next year for the next meeting.
- **Elsa:** Would there be any way to instead of mandating the position, make it an optional position? Social can have it if they feel like it. Because they have no voting rights anyways, correct?
- **Christina:** Yes no voting rights, but all managers are still constitutionally mandated, so we currently have no optional positions. That is something we can look into. The idea is that this is a trial so we can see what it's like. But that is a good idea, so I'll have to look into it to see if it is possible. Motion to table?
- Seconded by Olivia

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10. Trial run of social committee for next year

- **Christina:** Essentially we would be making one committee from all the committees that help out with social because there is so much overlap between both committees. We would also add equity and bilingual. Motion to table?
- Seconded by Breana

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11. The green house project

- **Breana:** Basically we would offer tours of the greenhouse. So far I have Matt, Joela, Christina, Janet, and Anumita. The tours would be on Wednesday mornings, and if we don't get a lot of students at that time I can always see if another time works. There was no specific hour, and she asked students to wear lab coats, so we could use and wash the rentals. They do have to be washed before we use it, because of the risks of pests, and they're very strict on that. It would be about 15 people per tour. The first tour will be SSA members, and since we're a lot of people, those who are part of planning will be prioritized. The rest will be first come first serve. If it gets busy we can see if we can increase it. This would cost money so I can take it from scholastics. We would also need boot covers, and I was thinking of getting reusable ones so it's good for the environment and we can wash them. Is it possible to take it from the scholastics budget, or would I have to motion it?
- **Christina:** We can take a look and see. I think that's fine.
- **Thalia:** How long would the tours be?
- **Breana:** The tours would last about an hour, and we wouldn't be talking the whole time. The first group is to see how we can improve going forward.
- **Paige:** Do you have an idea of the time commitment if we were to help out?
- **Breana:** The time commitment would not be that much. I just like to get various opinions for the tours. Mural people will help with the themes, but don't have to actually paint. One could be cell biology, one something else. The goal was to meet with the artist and see what they're passionate about doing as well. For the plant tray, it would be hard for people to water it. Facilities is worried people are gonna eat the wrong things on the tray. The goal was to promote and fundraise for food insecurity.
- **Christina:** Could you just put up a warning sign?
- **Breana:** We could they just seemed really worried about that and people tampering and pouring the wrong chemicals.
- **Christina:** That's always a possibility, we just hope that students know to not do that. It's up to you if you want to take the risk.
- **Breana:** I would but he's really eminent on it. We could get a cage but that's not very nice. We could also just put pretty plants and hope people don't take them. Or we just don't do it. We still have the tray so just let me know. Murals would also be more time consuming than tours.
- **Christina:** Very cool and nice initiative Breana, thank you. Paige asked if we know what they're doing with green space in the courtyard?
- **Breana:** I think they're putting more chairs and tables. They're also planting indigenous plants, so we were thinking of putting pictures of the plants and getting people to match them.

- **Thalia:** I'm interested, just wanted to clarify, is this recurring every week?
- **Breana:** No, it's every month.
- **Christina:** Breana on the budget it just says academic events, so it's really up to you.
- **Breana:** Can I just combine the speaker event funds with that?
- **Christina:** That would be something we have to motion. Just because it'd be moving from one section to another. I think that's all the agenda points. Anything else?
- **Christina:** We usually do secret santa and warm and fuzzies, at the beginning of January. I didn't want to do it before exams because people are stressed. So, I was thinking of organizing a secret santa at the end of December, then you have a few weeks to decide before the new semester. So keep your eyes open for an email about that.

12. Next Meeting

- **Christina:** The next meeting will be in roughly a month from now.

13. Varia

- **Christina:** Any varia?

14. Motion to end meeting

- **Christina:** Motion to end meeting?
- Seconded by Teagan
- Meeting ends at 6:47 PM