

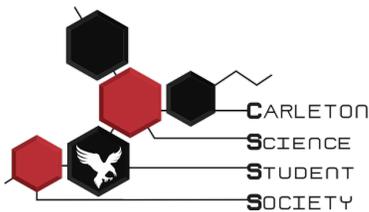
CSSS Meeting: Date

Meeting commences: 2:07 PM on Sunday, January 31st, 2021

Chair: Millie Close

Attendance:

- Abhi Kurusetty
- Alexandra Schroeder
- Anjali Patel
- Anjali Shankhatheertha
- Apira Chandrakumar
- Carol Al Hurira
- Emily Pope
- Emma Khazzam
- Giselle Beckford
- Greg Dance
- Hayeon Lee
- Holly Brown
- Irbaz Rehman
- Jessica Rackal
- Lauren Butterfield
- Mackenzie Huckvale
- Malak Al Daraawi
- Mandi Highfield
- Max Kabongo
- Melody Li
- Millie Close
- Morgan Joly
- Natalie Hyatt
- Oluebube Okafor
- Raven Miller
- Riley Screamton
- Sarah Ivanco
- Sarita Cuadros Sanchez
- Tara Lepine
- Tiffany Lau



Item 1. Announcements and Correspondence

- Thank you for attending this Sunday meeting.
- The CSSS is committed to equity, diversity and inclusion. All members of the CSSS must uphold these values.
- There will not be a discussion about the CUSA elections.

Item 2. Approval of November Meeting Minutes

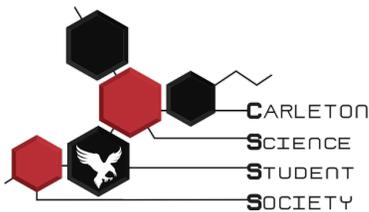
- Moved by: Irbaz Rehman
- Seconded: Greg Dance
- Motion passes. November meeting minutes approved.

Item 3. Approval of the Agenda

- Moved by: Apira Chandrakumar
- Seconded: Tara Lepine
- Motion passes. Agenda Approved.

Item 4. Vice President Reports

- Vice President Communications – Emily Pope
 - Helped launch the Science Community Fund and SciSoc Awards Program
 - Helped brainstorm and develop an ad campaign for the SciSoc Awards Program
 - Hosted two Instagram Lives to promote the Neon Gala
 - o 1) Makeup tutorial with Sarah (VP Internal)
 - o 2) Cocktail/Mocktail tutorial with Emma (VP Programming)
 - IGTV Video and Instagram Reel to promote the Neon Gala
 - Instagram Promotion Function used for the first time to promote the Neon Gala
 - Opened applications for electoral officer and activity director for the OSSA
 - Instagram Statistics:
 - o Increased following by 7.4% this month. We are very close to 1000 followers. We may do a giveaway for 1000 followers.
 - o Reached 840.9% more accounts than we did in the previous month
 - o Increased interactions by 220.8% than the previous month
 - Comments and Questions: None.



b. Vice President External – Holly Brown

- OSSA Activity Director hiring. This is an exciting opportunity. There is the potential to be a co-director as well. You would be working with the OSSA and helping set up the summer business meeting.
- The board meeting for the OSSA went well. Doing little spotlights about different societies. Sent them info for promotion.
- Promotion for the Neon Gala went well.
- The January Blog Post is coming along well thanks to Jahnessa and Ebube.
- Sponsorship package and gift cards thanks to Malak
- Episode 1 of Fail Forwards got good responses. Episode 2 is currently in progress. Episode 2 will have a new set of people with inspiring stories.
- Neon Gala Sci Socks are coming soon if you were one of the first 100 people to get their ticket for the Gala.

- Comments and Questions: None.

c. Vice President Programming – Emma Khazzam

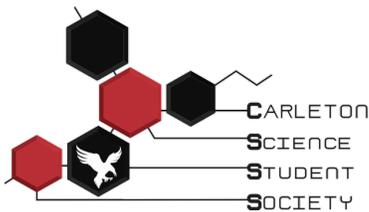
- The Neon Gala was a success!
- Planned all programming for the Winter semester: Wellness Wednesdays, Movie Nights, Trivia Nights, etc.
- Executives have everything they need to send out the invitations for the Neon Gala. They will be sent out this week.

- Comments and Questions: None.

d. Vice President Academic – Abhi Kurusetty

- Launched the scholarship program
 - o Shoutout to Alexandra the Awards Officer
 - o Brainstorming ad campaigns for the scholarship program
 - o Scholarships do not rely on GPA
 - o CSSS is welcome to apply
 - o Anonymization of scholarship submissions
- Started advertising campaigns for the scholarship program, including sending a poster to all council members to share on social medias, discord, groups, etc.

- Comments and Questions: None.



e. Vice President Internal – Sarah Ivanco

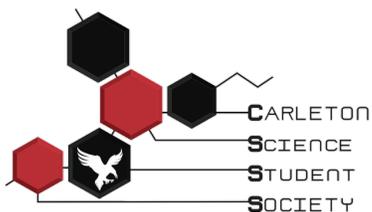
- Planning meetings
- Preparing meeting materials
- Preparing for the executive elections that will be happening in March 2021
- Will be hiring an Elections Officer (applications close February 5th, 2021)
- Preparing the Elections Protocol One Sheet with the Internal team. This is an easy resource to inform those who are interested in running for election about the election protocols.

- Comments and Questions: None.

f. Vice President Operations – Sarita Cuadros-Sanchez

- Helped Emma organize the Neon Gala spreadsheets with information of tickets sold so that they can send the goodies to people who bought tickets
- Reimbursements for the executives because they pay with their own money
- Making sure every expense is monitored properly
- Issuing the last cheques for the Neon Gala – already sent a cheque to ASAPscience and donation to Lab Shenanigans
- Banking operations to prepare for the elections so the next group is ready to go
- The second Science Community Fund application came in yesterday.

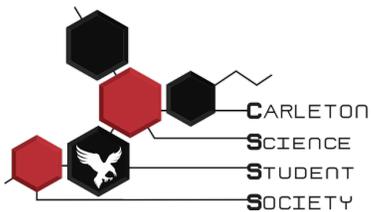
- Comments and Questions: None.



Item 5. President Report

- Helped promote Neon Gala, scholarship opportunities and hiring opportunities
- If you are on council, you can be the elections officer, but you cannot run in the elections for which you are the officer.
- Anyone on our council is eligible to apply for the OSSA jobs. Please send Millie or Holly a message if you want to discuss what the position looks like. The application period was extended. It is still open instead of closing last night (Jan 30). Please reach out with questions.
- Signed a letter regarding entrance scholarships. The letter requested compassion towards students who are at risk of losing their entrance scholarship. Asking to reduce the threshold to 9.5 instead of 10.0
- Provided support throughout Neon Gala planning, logistics and implementation
- Fall term survey provided feedback
 - o Trying to keep meetings more streamlined
 - o We did slideshow format again to keep everyone on track.
- Signed and delivered reimbursement cheques
- Jan Plan Session – keep on track, plan out the second term, make sure transition to the new team is smooth
- Received a project proposal from a new charity. This charity is in conjunction with Fundqi for Women in Science where Women in Science can apply to win a gift card valued up to \$50 to the Carleton Bookstore. They proposed that the CSSS facilitate the applications. This opportunity was declined due to previous CSSS discussions about Fundqi, and to focus on our scholarship opportunities that are now open and resourceful. If you have any questions about this decision, please reach out to Millie.

- Comments and Questions: None.

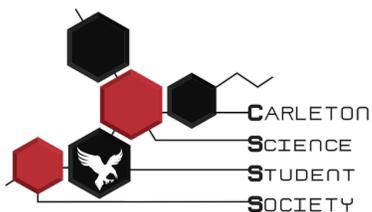


Item 6. Senate Update

- Senate Update presented by Millie Close
- Senate discussed the Reputational Enhancement Project. It was identified about a year ago that people have a strange perception of Carleton. There was a cool presentation from outside consultant firms about what Carleton has done well and how they will be conducting the Reputational Enhancement Project. Encouraged to read about it if you come across it in your email.
- Voted on minor changes to majors
- It was a calm meeting
- Seeking new undergraduate students for this position soon. Information will arrive by email. This is a cool opportunity. Speak to Millie if you have questions.
- Comments and Questions: None.

Item 7. OSSA Update

- OSSA Update presented by Holly Brown
- Hiring for the Activity Director position with the OSSA. It is a virtual opportunity where you would work closely with the OSSA reps who are very great. You would be well supported from OSSA and CSSS with the potential opportunity to co-direct.
- Other things happening:
 - o Potential scholarships and awards
 - o Helping promote Carleton to show how great we are
- Comments and Questions: None.

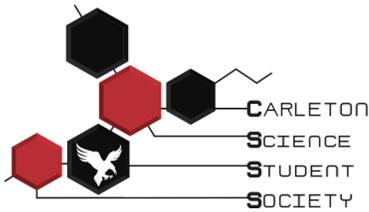


Item 8. Constituency Reports

- a. Equity and Sustainability Officer – Natalie Hyatt
 - The Equity, Diversity and Inclusion (EDI) committee is interested in having individuals from the science community to talk about issues in the faculty of science that they feel need to be addressed
 - If there is anything you feel you would like to see addressed, the EDI committee has invited you to attend a meeting in March
 - If you are interested, please message Natalie on Slack.

 - Comments and Questions:
 - o Millie: Rowan Thomson is one of the chairs of the EDI committee and sits on the faculty chairs and directors committee. She is awesome and approachable. If you have concerns about EDI in any of your classes, we encourage you to reach out to Rowan Thomson.

- b. Food Science Society – Melody Li
 - The Food Science Society is hosting a Career Night on February 4th. There will be a variety of cool speakers. Everyone is invited to join.
 - Comments and Questions:
 - o Emma: the FSSS will have people from Industry, Government and Academia. Please fill out small google form to register. There will be a \$50 door prize!



Item 9. Motions

a. Motion to Increase Neon Gala Budget

Presentation Summary

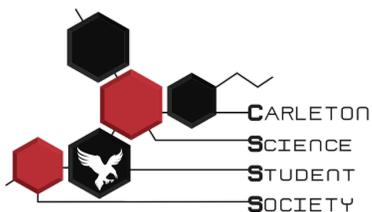
Whereas in article 6, section 5.6 of the CSSS Constitution states that “Non-budgeted expenditures totaling more than five hundred dollars (\$500), with or without tax, must first be approved by council by simple majority vote.”

Whereas an official invoice issued on January 26th 2021 for the Neon Gala included HST tax not previously discussed in contract negotiations, equalling an increase in \$520 CAD.

Information Transfer

Be it resolved that the overall programming budget for the Neon Gala is increased by \$500 CAD.

- Moved by: Sarita Cuadros-Sanchez
- Seconded by: Emma Khazzam
- Comments and Questions:
 - o Sarita: ASAPscience sent contract with pricing. CSSS requested an invoice from ASAPscience on January 26th. It was received with extra tax. This is the only thing left to do in the budget regarding the Neon Gala. If we pass this, we will be able to send out the goodies.
 - o Millie: This was not something we anticipated.
- Vote taken place on anonymous poll in Slack:
 - o Yes 23
 - o No 0
 - o Abstain 0
- Motion passes.



Item 10. Other Business/Question Period

- None.

Item 11. Adjournment

Motion to adjourn

- Moved by: Raven Miller
- Seconded by: Tara Lepine
- Motion passes. Meeting adjourned.

Meeting adjourns: 2:47 PM on Sunday, January 31st, 2021