

# Minutes

JULY 7, 2015 AT 18:18 IN MC 5417

*Speaker:* Tristan POTTER

*Secretary:* Patrick MELANSON

The following voting members were in attendance:

Deanna Darby Barton	Katherine Tu	Melody Tong Qin
Louise Yi Liu	Jazbel Chenpei Wang	Luqman Aden
Sean Harrap		

The following voting members were not in attendance, with regrets:

Julie Sturgeon	Fatema Hakimuddin Boxwala
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The following voting members were not in attendance, without regrets:

Muhammad Ali Rizvi	Raymond Li	Victor Cong
Luke Scollard	Gloria Huang	Hanson Li
Abby Jia-Hua Hu		

The following non-voting members were in attendance:

Ifaz Kabir		
Ameesha Isaac	WiCS	Systems Administrator
Christina Liu	WiCS	Director of Finance
Ilia Sergei Chtcherbakov	PMC	President
Chris Lolas	Feds	Director
Stéphane Hamadé	Feds	Director

## CONSENT

**Motion** To approve the June 24, 2015 meeting minutes as attached.

**Information** Executive Reports

1. President
2. Vice President, Academic
3. Vice President, Finance
4. Vice President, Internal
5. Vice President, Operations

**Information** MathNews Report: Accountant is not available.

**Motion** (Councillor Harrap): To ratify new Councillors for Spring 2015 and Fall 2015.

## REGULAR

**Motion** (Councillor Boxwala): To approve the attached Memorandum of Understanding for WiCS. Councillor Boxwala amended the MOU to be in effect until August 31st 2017.

Motion carried.

**Motion** (President Darby Barton): To task the Vice President, Operations to put up notices around the Comfy that students should not be putting their feet up on the couches in the Comfy Lounge.

Motion carried.

**Motion** (President Darby Barton): To create the *Comfy Etiquette Committee* with the attached terms of reference.

Motion carried. Ifaz Kabir, Katherine Tu, Deanna Darby Barton were acclaimed to the three at large Mathematics Society social member seats.

**Motion** (President Darby Barton): To create the *VPF Selection Committee* with the attached terms of reference.

Motion carried. Sean Harrap, Hanson Li, Luqman Aden, and Tristan Potter were acclaimed to the Mathematics Society Council member seats.

**Motion** (Councillor Harrap): To remove the Math Teaching seat on Council. This is a bylaw change and must be ratified at a GM.

Motion carried 7-0.

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## OTHER BUSINESS

**Motion** (Councillor Harrap): To approve \$50 in the PMC budget for office supplies.

Motion carried 6-0, President Darby Barton notably for and Councillor Harrap notably abstains.

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Meeting adjourned at 18:48.

## EXECUTIVE REPORTS

### PRESIDENT

#### EXTERNAL INTERACTIONS

- Continued working on planning beach day with other society presidents and Feds VP Internal
- Worked on educating incoming freshmen about the Mathematics Society and how to get involved on council and in clubs

#### INTERNAL INTERACTIONS

- Informed certain clubs about the posting policy
- Worked on encouraging people to run for MathSoc council remaining rep positions

#### ADVANCEMENT AND OTHER ANNOUNCEMENTS

- Was tasked by Professor Steve Furino to find student opinion on student space in MC
- Scheduled a meeting with new Dean Stephen Watt

### VICE PRESIDENT, ACADEMIC

Not submitted on time.

#### EXTERNAL INTERACTIONS

- CSC Meeting on July 8
- EAC Meeting was on June 30

#### INITIATIVES

- Resume critique sessions were on July 6

#### ADVANCEMENT AND OTHER ANNOUNCEMENTS

- Calculator Policy Committee meeting on July 8
- Meeting with Dan Wolczuk on July 9

## **VICE PRESIDENT, FINANCE**

### **STATE OF OTHER AFFAIRS**

- Updated budget submitted to Feds for approval
- Cheque for Spring 2015 MathSoc fees forthcoming depending on budget approval
- CIF meeting to be held this week

## **VICE PRESIDENT, INTERNAL**

Not submitted on time.

## **VICE PRESIDENT, OPERATIONS**

### **OFFICE UPDATES**

- Items from locker cleanout have been removed from MathSoc Office

### **SERVICE UPDATES**

- White paper was ordered
- New projector is fixed!
- Managed more bookings for the CnD, Comfy, projector, and tables

### **ADVANCEMENT AND OTHER ANNOUNCEMENTS**

- Met with fellow executives to discuss and plan future events

## COMFY ETIQUETTE COMMITTEE

Context: Students have been using the Comfy in ways that were not intended, and this is an attempt to make the space more open and maintainable.

Purpose: to investigate rules that can be posted in the Comfy so that the space is better maintained and usable by all students.

Composition: The committee will be made up of the following members:

1. the Vice President, Operations; and
2. three (3) at large Mathematics Society social members.

# REMOVE MATH TEACHING SEAT FROM BYLAW SECTION V.2

## REPRESENTATIVE ALLOCATION

*Strikeout text is to be deleted, bold text is being added. Italics are not part of the text to be modified.*

Each Representative on Council [...] constituency.

The constituencies are

- First Year, consisting of all math students registered as first-year with the University, except for those in the Software Engineering program;
- ...
- Software Engineering, consisting of all math students in the Software Engineering program; **and**
- ~~Teaching, consisting of all math students in the Mathematics/Teaching or Pure Mathematics/Teaching programs; and~~
- Mathematical Studies and Other, consisting of all math students in Mathematical Studies programs and all math students not counted in one of the other constituencies.

*In full:*

Each Representative on Council [...] constituency.

The constituencies are

- First Year, consisting of all math students registered as first-year with the University, except for those in the Software Engineering program;
- ...
- Software Engineering, consisting of all math students in the Software Engineering program; and
- Mathematical Studies and Other, consisting of all math students in Mathematical Studies programs and all math students not counted in one of the other constituencies.

# MEMORANDUM OF UNDERSTANDING

between

The Women in Computer Science Undergraduate Subcommittee

and

The Mathematics Society

of the University of Waterloo, effective from

**July 8th, 2015**

until

**August 31st, 2017**

## §1 Recognition of the Relationship

- Whereas the Mathematics Society is an independent organization responsible for serving and representing all undergraduate students in the Faculty of Mathematics; and
- Whereas the Women in Computer Science Undergraduate Subcommittee is a sub-organization of the Women in Computer Science Committee, a standing committee of the David R. Cheriton School of Computer Science, dedicated to providing events, information and support for undergraduate women interested in Computer Science; and
- Whereas the committee is run by volunteers who are undergraduate Math students, and therefore members of the Mathematics Society; and
- Whereas the committee is run for students who are undergraduate Math students, and therefore members of the Mathematics Society; and
- This agreement recognizes that there exist many shared goals between the Society and the Committee; and
- This agreement further recognizes that there can be a great deal of collaboration and support between the two parties to the mutual benefit of both as a consequence of these overlapping interests; and
- This agreement further recognizes that this sharing of resources will result in an important relationship between both parties.

## §2 Objectives of the Memorandum

This agreement strives to:

1. Define and clarify the relationship between the Mathematics Society and the Women in Computer Science Undergraduate Subcommittee;
2. Recognize that collaboration and shared interests will exist between both parties, while:
  - (a) Identifying the areas of potential collaboration and mutual interest;

- (b) Establishing a means by which each party will be able to hold the other accountable for the use of their shared resources;
- 3. Outline the expectations of both parties with regards to:
  - (a) Use of shared resources;
  - (b) Protection of mutual interests;
  - (c) Communication between both parties.

### §3 Agreement Between the Parties

#### 3.1. The **Mathematics Society** agrees to:

1. Recognize the Women in Computer Science Undergraduate Committee as an Internal Funding Group.
2. Provide the Women in Computer Science Undergraduate Committee with a termly operating budget with the following stipulations:
  - (a) The Subcommittee may provide a list of events and itemized requested budget at the termly Society Budget Meeting;
  - (b) Individual event funding may be requested on an as-needed basis;
  - (c) If the Subcommittee requests funding for more than a single event in a given term, a balance of academic and social events shall be proposed;
  - (d) The amount of funding provided per term shall be left to the discretion of the Mathematics Society Council;
  - (e) **Events funded by the Mathematics Society must be open to all undergraduate math students.**
3. Provide office space in which the Women in Computer Science Undergraduate Subcommittee can operate, with the following stipulations:
  - (a) The office may be shared with another student group, but the group must share the subcommittee's values of the advancement of women in computing and mathematics and commit to providing a safe space;
  - (b) The office shall be used primarily for administration of the Subcommittee's activities;
  - (c) The office may be used to store subcommittee resources and equipment.
4. Communicate with the Women in Computer Science Undergraduate Subcommittee on any initiatives pertaining to advancement of women's and diversity efforts within the faculty, in order to seek advisement, feedback, and collaborate in these efforts;
5. Assist the Subcommittee with communication and recruitment via financial and non-financial means, including but not necessarily limited to:
  - (a) Advertising via the mailing lists controlled by the Mathematics Society;
  - (b) Access to photocopiers and posting resources;
  - (c) Mailbox space.



3.2. The **Women in Computer Science Undergraduate Subcommittee** agrees to:

1. Use all shared resources appropriately, and in the manner for which they were intended;
2. Pay repair/replacement costs for any damages incurred as a direct result of use or abuse by the Subcommittee;
3. Run events for the benefit of undergraduate math students in accordance with the Mathematics Society’s policies;
4. Assist the Mathematics Society with any Society initiatives pertaining to the advancement of women in mathematics and computing or other diversity efforts.

### §4 Handling of Disputes

In the event that a dispute arises between both parties, and neither party can agree on a resolution to the dispute which is in keeping with this agreement, then a representative agreed upon by both parties shall intercede and mediate a solution. If a representative cannot be agreed upon, then the mediator shall be the Conflict Management and Human Rights Office.

### §5 Expiry and Renewal of this Agreement

This agreement shall expire on the date shown above. In the four months prior to the expiry of the agreement, both parties shall meet to review the agreement, and to discuss renewal, as well as any necessary alterations.

In the event that unforeseen circumstances result in either party being unable to continue fulfilling the terms of this agreement, at the consent of both parties the agreement may be opened for review and/or nullification at any time prior to its expiry.

### §6 Signatures

By affixing their signatures below, the following individuals consent, on behalf of the parties they represent, to be held to the terms of this agreement as outlined above.

**President**, Mathematics Society \_\_\_\_\_

**Speaker**, Mathematics Society Council \_\_\_\_\_

**Representatives**, Women in Computer Science Undergraduate Subcommittee \_\_\_\_\_

\_\_\_\_\_

## MATHSOC COUNCILLOR RATIFICATION

After two rounds of nominations, the following MathSoc members have been elected to seats on Council.

Spring 2015:

- Luqman Aden (PM/AM/CO)
- Parth Bibra (Math/Biz)
- Hanson Li (Math/Biz)

Fall 2015:

- Deanna Darby Barton (Other)
- Katherine Tu (Computer Science)
- Hanson Li (Math/Biz)
- Maya Bayati (Other)

## VPF SELECTION COMMITTEE

Context: Each semester we must find a Vice President, Finance for the upcoming semester. This position is not elected in part due to the importance of having a capable accountant in this position.

Purpose: To perform all the necessary motions required for finding and hiring the Vice President, Finance for the Fall 2015 semester. This includes but is not limited to marketing, receiving applications, holding interviews, and presenting a report to Council on the most appropriate candidates with a recommendation by the last meeting of the semester (or sooner).

Composition: The committee will be made up of the following members:

1. the Vice President, Finance as chair; and
2. four (4) Mathematics Society Council members.

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