

BGSS Executive Meeting Agenda

March 2024

Members Present:

President: Brontë Shelton

Vice President: Selina Spence

Treasurer: Sophia Kast

Student-Faculty Liaison: Diego Yusta Belsham

Item 1: Selina update from last Department Meeting

- Summer Term sessional field courses cancelled due to budget.
- TAs hip allocation not affected by budgets.
- Graduate Student Coordinator Karen Hodges gave us a shout out for doing a great job in rebuilding community. She encouraged supervisors to get their students to run to keep the BGSS going strong.
- New funding for awards available (e.g., DRC funding and indigenous funding). Check Grad Studies website for details.
- ~dozen admissions to biology department grad studies for September.
- 10 for and 1 opposed to changes to MSc proposal requirements. Second motion going back to grad committee for further discussion.
- New plan for TA allocation.
- Students starting grad programs in January/May still need to apply for TAs hips in April. Up to supervisor to get the applications to their incoming students.
 - Students can apply even before they are accepted.
 - Biology resources page should have updated dates about the process.
- Autoclaves (3rd floor ASC):
 - In process of being repaired.
 - Students need to be properly trained, so they don't keep breaking.
 - Repair costs may go to supervisors of students who are breaking them.
 - Discussion to continue at future meeting as time ran out.

Item 2: Election

- a. Should we set up an email address for this?
 - a. SUO would prefer if we have a separate email. We will set one up that will be used for elections only.

- b. Will be monitored during election time by someone who is not running in the election.
- b. Volunteer to check that email address
 - a. Selina will do this.
- c. Draft position descriptions (each draft own or pull from constitution?)
 - a. Google survey and put in info from constitution and we can modify as needed.
- d. Send out self-nomination poll
 - a. Brontë will draft a survey. Executives will approve.
 - b. Send out next Wednesday, the 20th of March.
- e. Talk people into running at next couple events
 - a. Every event we hold we need to push for people to run for this.
 - b. Trying to cut down on our workload and focus more on advocacy as GSC is providing more events.

Item 3: Events

- a. Coffee (Brontë still trying to make Bright Jenny send invoices for last two)
 - a. Brontë will email to try to get invoices but if we don't get them, Brontë will look for someone else to do that.
 - b. Selina will book Collegium and submit event request.
 - c. Try to book for Friday the 22nd. If we get it, then we will do it, and if not, do 5th April, 1-4pm
 - d. Brontë will get donuts.
 - e. Sophia will get Jaide and Joel's stuff.
- b. Video Games in Collegium/ end of term dinner

- a. And board games.
- b. To buy:
 - i. Soda
 - ii. Sushi
- c. April 19th.
- d. Book for the 19th and send in an event request.
- c. Other proposals
 - a. All good with 2 more events.

Item 4: AGM

- a. Pick a date and then have another meeting to finalize everything.
- b. Try to book SCI 396. Selina will submit event booking request.
- c. Set tentative time and date?
 - a. Monday, April 8th
 - b. Time: 1-2
 - c. Meet week before to go over everything. Thursday the fourth for meeting.
 - i. 1-1:30
- d. Brontë needs to make a draft Agenda + look over SUO guidelines again
- e. Will provide cookies and tea.
- f. The constitution the SUO has for us is out of date and we are only “permitted” to change it via AGM vote - do we want to do this or just continue to operate under our new one and leave the one on file alone?
 - a. Will get a vote at AGM.

Item 5: Brontë Proposal - What do we think of the following:

Create a better hand-over document that is more informal and outlines basic roles, what our key events (coffee, welcome bbq, etc.)/things (e.g. department meetings, newsletter, contact with Jirasek, Karen, etc) as well as the fact that BGSS is ‘only what you make it’. Brontë would create a document, and everyone could very briefly add to it if they wanted to, and it would go into the digital and physical legacy materials.

- Department meeting
- Grad coordinator constant contact.
- In contact with Faculty of Science Dean of college whatever the title (Andrew)
- Communication is KEY
- All executives are game on this idea.

Item 6: Open Floor

- Andrew emailed Brontë about who to give access to in SCI 372 (chem vs bio) so sent him to Brooke. Brooke gave him a list of who is in there already. If anyone wants access to it or to give us complaints, let us know!