

Location: ASG 3602 (Computing Science Common Room)  
Friday, January 25, 1991, 12:30pm

Attending: Douglas Yee, Mike Lee, Emma Da Santo, Andrew Wong, Nick Willford

Agenda: Introductions  
Previous Business  
Finance  
Committees  
Maintenance  
Funding  
CISU

There was a brief discussion amongst the executives to ensure that each knew what his or her duties are.

## MINUTES

It was noted that Greg Herman of the Department of Computer Science presented the procedures that he used during his term as Treasurer, so Emma has some material to work with.

### Executive Meeting

The matter of signing officers came up. Normally, the Treasurer and the person in charge of the pig machine would have signing authority, however, Matthe Thonson is sometimes difficult to get a hold of. As such, it was decided that a member of ASG be added to the signing officers. Emma Da Santo and Tammy Horlick are now the signing officers.

12:30pm, January 25, 1991

Contact numbers were exchanged.

Regarding the matter of a computer equipment donation to the Society, Greg had talked to Graham McDermott. Apparently, Graham has a DEC PDP-8 and peripherals that he was willing to donate to the department or SFSS (Graham van der Velden has a complete list of his equipment). Both the Department and SFSS declined the donation due to a lack of space. Graham then offered the Society the equipment, but the CSSE has no space for it. Also the Society cannot produce a tax receipt for such an offer. In summary, the donation is no longer our concern.

The results of the undergraduate Survey from 90-91 have not been compiled. Mike van der Velden, Tammy Horlick, and Greg Herman are in charge of the survey, and are in the process of compiling the results. It was decided that the Survey Committee have all surveys in by March 1. The results would then be presented at a general meeting.

The results of the Survey of the Computing Science Student Society. There was no

**S I M O N F R A S E R U N I V E R S I T Y**

Location: ASB 9802 (Computing Science Common Room)  
Friday, January 25, 1991, 12:30pm

Attending: Douglas Yee, Mike Lee, Emma Dal Santo, Andrew Wong, Nick Witheford

Agenda: Introductions  
Previous Business  
Finance  
Committees  
Maintenance  
Publicity  
CDSU

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- \* There was a brief discussion amongst the executives to ensure that each knew what his/her duties are.

It was noted that Greg Herman has documented the procedures that he used during his terms as Treasurer, so Emma has some material to work with.

The matter of signing officers came up. Normally, the Treasurer and the person in charge of the pop machine would have signing authority, however, Matthe Thomson is sometimes difficult to get a hold of. As such, it was decided that a member of ARC be the second signing officer. Emma Dal Santo and Tammy Horick are now the signing officers.

Contact numbers were exchanged.

- \* Regarding the matter of a computer equipment donation to the Society, Doug has talked to Graham McDermott. Apparently, Graham has a DEC PDP-8 and peripherals that he was willing to donate to the department or SFSS (Mike van der Velden has a complete list of the equipment). Both the Department and SFSS declined the donation due to a lack of space. Graham then offered the Society the equipment, but the CSSS has no space for it. Also the Society cannot produce a tax receipt for such an offer. In summary, the donation is no longer our concern.

The results of the Undergraduate Survey from 900-3 have not been compiled. Mike van der Velden, Tammy Horick, and Greg Herman are in charge of the survey, and are in the process of compiling the results. It was decided that the Survey Committee have all surveys in by March 1. The results would then be presented at a general meeting.

The results of the Logo Contest of 90-2/3 were inconclusive. There was no absolute winning entry. While one did garner more votes than all the others, the second and third place entries were close behind. It was decided that the matter of a logo for the CSSS be pursued further. Ideas discussed included

asking the Department as to their method of creating their logo, or submitting the logo entries to the IMC (Instructional Media Centre) or Graphic Arts department and having them improve on the designs (or create a new one). Submitting the designs to another department may require a fee. The matter was tabled until the next general meeting.

The current Department contacts are: Elma Krbavac (Departmental Assistant), Ja-Wai Han (Director, Graduate Studies), Jim Del Grande (Director, Undergraduate Studies), and Art Liestman (Director, Computing Science). It was noted that Ja-Wai Han is in charge of the Grad Studies Seminar for 91-1 and would be in contact soon to discuss helping to set up the seminar. The tentative date for the seminar is February 20.

- \* A budget and financial statement was request from Emma for the next meeting.

Mike has talked to Dr. Paul Franklin about the possibility of having instructors leaving extra copies of lecture notes in the common room. The purpose is to eliminate the long walk between the library and the common room photocopier, and to increase the usage of the photocopier. At present, the photocopier is subsidized by pop sales. Paul expressed a high interest in the idea. It was decided that Mike should pursue the idea, and write up a letter to all faculty informing them of it.

There are no spending estimates for 91-1 yet, however, ARC is planning a social on March 15. As well, a hockey night is planned, which may require SFSS help in funding to subsidize tickets.

- \* Doug and Emma described the committees currently operating, their members, and their functions.
- \* Key access was discussed. Only Emma has both a room and desk key at present. Emma will make two more desk keys for Mike and Doug while Andrew and Mike will see Elma Krbavac about getting room keys. Desk keys have been assigned to Matthew Thomson and Richard Cronk.

Doug suggested that a way of keeping the room open late on Wednesdays be found to accommodate CMPT 354 (eve), should students in that class wish to use the photocopier.

Emma was informed that the first person in each morning should open the common room.

A key recall was discussed to eliminate all outstanding room keys. Emma is to discuss this with Elma.

- \* A Maintenance Committee is to be struck at the next general meeting to



discuss upkeep of the common room.

Mike asked if there was any way of getting rid of the old texts in the common room to free up shelf space. He suggested selling them, however, that option is not available. This is because the texts were originally a donation from the Department, hence, the CSSS cannot sell them. It was suggested that a book swap or giveaway be arranged instead.

\* It was noted that Rob Peeren is working on a pamphlet publicizing the CSSS. Andrew is to make up a poster for the next general meeting. The matter of setting up an information sheet for the bulletin board was tabled for another meeting.

\* Nick Witheford, CDSU Fieldworker, was introduced to the executives. He outlined his role and duties to Emma and Mike, who are not too familiar with CDSU. Nick also discussed the matters of extra funding for student societies, and planning or publicizing events. It was noted that Nick also has signing authority for all student societies.

Nick mentioned if we were aware of the current CSSS Forum representative. Doug replied that the current rep is on a co-op term, but is attending Forum meetings as much as possible.

Apparently, there is some confusion at the SFSS as to whether or not all CSSS loans and floats have been repaid, and if so, when they were made. To clear up the matter, Emma, Greg Herman, and Nick will be arranging a meeting during which the SFSS and CSSS books will be reconciled.

\* Meeting adjourned. Next executive meeting is planned for February 8.

CSSS:aw

Competing Balance Student Society

S I M O N F R A S E R U N I V E R S I T Y