

## THE UNDERGRADUATE STUDENT COUNCIL OF CHEMICAL ENGINEERING EXECUTIVE MEETING MINUTES

**Title:** Chem Club Meeting  
**Date:** Friday, September 11<sup>th</sup>, 2009  
**Time:** 5:00 pm-6:00 pm  
**Location:** Undergraduate Chemical Engineering Common Room, Rm. 238, WB  
**Attendance:**

<b>Attendees:</b>	<b>Regrets:</b>
Mohan Pandit Sami Khan Parnian Jadidian Bobby Doroudiani Hasan Alkabeer Rachel Chow Davis Tam Chantal Hearst Samoil Vohra	Stephen Pinto Rolan Lewis Damish Jaidka

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### Major Responsibilities:

<b>Mohan</b>	<ul style="list-style-type: none"><li>• Email Liam and let him know about the BBQ</li><li>• Bring Laptop for the Smoker</li><li>• Check if any 4<sup>th</sup> years can help out with BBQ</li><li>• Buy meat from M&amp;M Meatshops</li><li>• Get condiments, buns, and pop at Costco</li><li>• Get 250 beef burgers &amp; 25 veggie burgers</li><li>• Bring speakers for BBQ</li><li>• Meet Sami on Monday September 14, 2009 regarding Sutton Place contract &amp; course packs</li></ul>
<b>Parnian</b>	<ul style="list-style-type: none"><li>• Bring speakers for the Smoker</li><li>• Help out with BBQ (11 am – 1pm)</li></ul>
<b>Sami</b>	<ul style="list-style-type: none"><li>• Help out with BBQ (11 am – 1pm)</li><li>• Meet with Mohan on Monday September 14, 2009 for Sutton Place contract &amp; course packs</li></ul>
<b>Damish</b>	<ul style="list-style-type: none"><li>• Help out with BBQ (11 am – 1pm)</li><li>• Talk to Hasan re: basketball &amp; soccer tournaments (event rules, etc.)</li></ul>

<b>Bobby</b>	<ul style="list-style-type: none"><li>• Make flyers and send out emails for the smoker</li><li>• Help out with BBQ (11am – 1pm)</li><li>• Make advertisements for BBQ</li></ul>
<b>Hasan</b>	<ul style="list-style-type: none"><li>• Help out with BBQ (10:30am – 12pm)</li><li>• Talk to Damish re: basketball &amp; soccer tournaments</li></ul>
<b>Rachel</b>	<ul style="list-style-type: none"><li>• Bring iPod for the Smoker</li><li>• Help out with BBQ (10:30am – 12pm)</li><li>• Bring iPod for BBQ</li><li>• Get extension cord from Eng Soc for BBQ</li></ul>
<b>Chantal</b>	<ul style="list-style-type: none"><li>• 2<sup>nd</sup> year Class Rep election &amp; announce Smoker</li><li>• Help out with BBQ (12pm – 1pm)</li></ul>
<b>Davis</b>	<ul style="list-style-type: none"><li>• 2<sup>nd</sup> year Class Rep election &amp; announce Smoker</li></ul>
<b>Samoil</b>	<ul style="list-style-type: none"><li>• 2<sup>nd</sup> year Class Rep election &amp; announce Smoker</li><li>• Help out with BBQ (1pm – 2pm)</li><li>• Talk to Roland &amp; find out how to upload to the Chem Club website</li><li>• Work on website</li></ul>
<b>General</b>	<ul style="list-style-type: none"><li>• Inform Eng Soc that they do not need to come for the Class Rep elections – we will be doing them ourselves</li><li>• Tell the class reps that they are expected to go to both Eng Soc and Chem Club meetings</li><li>• 1<sup>st</sup> year Class Rep election: we need people to go to this</li><li>• Chem Club execs should announce the smoker to their own year</li><li>• Anyone with last year's course packs, please give them to Sami</li></ul>

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## Minutes:

### I. Second Year Orientation Feedback:

- Possibilities for next year:
  - Make students talk and mingle with each other rather than playing a game
  - More time should be allotted for lunch
  - Another room may be more suitable for mingling (such as one of the big tutorial rooms in SF)
  - The students can be organized into groups and forced to mingle amongst themselves

### II. Smoker:

- The smoker has already been advertised to the 1<sup>st</sup> years
- It still needs to be advertised to the upper years
  - We need upper years to sell their books to the 1<sup>st</sup> years
- Emails should be sent out and announcements should be made on Monday September 14, 2009; Wednesday September 16, 2009; and Thursday September 17, 2009.
- Liam Mitchell will be taking care of the pizza
  - 3 Hawaiian, 2 meat, 2 vegetarian, and bruschetta
  - the pizza is scheduled to arrive at 7:00 pm
- We have decided that:
  - Parnian is bringing her speakers
  - Rachel is bringing her iPod
  - Mohan is bringing his laptop
- Bobby: Please make flyers and posters for the smoker
  - Put some of them in the atrium

### III. BBQ:

- The BBQ will be on Wednesday, September 16, 2009 from 10:30 am to 2 pm
- The meat must be pre-cooked
- We need around 3 people for set up from 10:30 am to 12 pm
- We need around 5 to 6 people to cook, serve, and at the cash register from 12 pm to 2 pm
- As of right now, the following people have agreed to go:
  - Rachel, Hasan: 10:30 am – 12 pm
  - Samoil: 1 pm – 2 pm
  - 3<sup>rd</sup> Years (Kelly, Damish, Alex, Parnian, Bobby, Sami): 11 am – 1 pm
  - Chantal: 12 pm – 1 pm
- We have decided that the smoothie sale might be hard to execute
- Possibility: perhaps we can sell slurpies instead of smoothies?
  - Or possibly use frozen fruits for the smoothies?
- We also need to look at the profit margin of smoothies and slurpies (i.e. smoothies may be more expensive to make)

- After some brainstorming, we decided on the following options:
  - Smoothies
  - Slurpies
  - Sponsored Juices (from Jenna)
  - Nothing
- The group voted on these options, and the conclusion is: sponsored juices
- We will need around 250 beef burgers and 25 veggie burgers
- For music:
  - Mohan will bring the speakers
  - Rachel will bring her iPod and get an extension cord from Eng Soc
- Students will be allowed to bring their own vegetables for the burgers (we will not be providing them)
- A ticket system for BBQ orders needs to be devised: e.g. V = veggie; B = beef

#### IV. Class Reps:

- Eng Soc is supposed to elect the class reps, not Chem Club
- The class reps are supposed to attend both Eng Soc and Chem Club meetings
- Currently, the following class reps have already been elected:
  - 3<sup>rd</sup> year representative: Kelly
  - 4<sup>th</sup> year representative: Rachel
- PEY, 1<sup>st</sup> year, and 2<sup>nd</sup> year representatives have not been chosen yet
- We have decided that we will elect the remaining class reps
- The role of the class reps is to connect with both Eng Soc and Chem Club, and to inform both sides of events, decisions, etc.
- We need to inform Eng Soc that they do not need to come for the class rep elections, as we will do them ourselves
- 1<sup>st</sup> year Class Rep election: Thursday, September 17, 2009 @ MC102; 4 pm-5pm
- 2<sup>nd</sup> year Class Rep election: Samoil, Chantal, and Davis will be in charge of this
  - the election will occur before this Thursday
  - the smoker will be announced at the same time as the election

#### V. Course Packs:

- These will be going out on Thursday, September 17, 2009
- They should be ready for printing by Monday, September 14, 2009
- Sami needs previous years' course packs
  - If you have last year's course pack, please give Sami a copy ASAP
- We will need someone to pick up the course packs after they've been printed
- The cost per course pack should be around \$2 to \$4
- We should keep the originals for next year

#### VI. Dinner Dance:

- The Dinner Dance will take place at the Sutton Place, on the top floor
- The contract has been signed already

- Current price: \$50/ticket
- Some people have been wondering if it would be possible to reduce the ticket price to the \$40-\$45 range

**VII. Website:**

- Samoil should talk to Roland to find out how to upload to the Chem Club website
- The Chem Club wall should be added to the website
- We will be using the software for online signup for the dinner dance (from Eng Sci)
- We need to advertise for the Dinner Dance on the website
- An electronic version of the 2<sup>nd</sup> year booklet should be added to the website
- Possibility: should we remove the constitution from the website?

**VIII. Miscellaneous:**

- Some people have suggested setting up committees for different events (e.g. athletics, dinner dance, etc.)
- In terms of athletic events, some 2<sup>nd</sup> year students have suggested a table tennis tournament

**NEXT MEETINGS:**

Friday, September 18<sup>th</sup> from 4:00pm to 5:00pm

Friday, September 25<sup>th</sup> from 4:00pm to 5:00pm