

CMS summer Meeting
Montreal, June 2, 2008
STUDC Meeting 1-5 pm

Attendance:

Graham Wright
Alan Kelm
Steve La Rocque
Robert Woodrow
Jenna Tichon
Olivier Lafleur
Jessica McDonald
Mélisande Fortin-Boisvert
Bradley Dart
Katie Mann
Iva Halacheva

Minutes

- 0) Find a volunteer to take minutes
- 1) Welcome from the Chairs and introductions
- 2) Approval of Agenda – additions to agenda
- 3) Approval of minutes of Winter 2007 (London)
- 4) Project reports and discussion:

- a. Webpage

There is a new website. Olivier has updated our STUDC page. We plan to post a picture of the session tomorrow. Katie and Brad need to send photos of themselves. Olivier also asked for suggestions for more links to math sites for the Kabul site. Steve La Rocque, who was responsible for the design of the new site addressed some questions and asked for suggestions.

- b. Listserv

Olivier plans to announce the CUMC over the Listserv. Graham Wright asked him to forward relevant messages from the CMATH listserv to the graduate and undergraduate student listservs.

- c. Web forum

The web forum was a success, but suffered from a spam problem. Now no one can get access. We need to remove the old link and start a new forum. Joy currently is the only one who has access to the server (studc.com), so we will have to coordinate with her. It was also suggested that the manual on the wiki be backed up on the studc site.

Olivier and Steve plan to set up an alternate forum on the CMS server. This means that we won't need to renew the domain name studc.com. Jenna suggested that e-mails be sent to all student math organizations to let them know about the new forum, as soon as it is ready.

- d. CUMC preparations

•Poster – Susan Latroille (assist@cms.math.ca - on the staff page of the CMS website) is able to do design work for future projects. This will help the CUMC organizers next

year. Also, the poster must get done and mailed earlier, to catch more students. Denise can also help – mpdesk@cms.math.ca

- Website - Olivier will get access to the website, to help put things up.
- Registration – Fields is hosting our registration site. Graham suggests that in the future, the CMS can handle registration and online payment for the CUMC, as they do with SSC. If used next year, this would have to be done by March.
- Advertising - Graham Wright will send an e-mail to all CMS members on the listserv, announcing the conference.
- Conference kit materials from CMS – Katie and Iva asked for, and Graham suggested
 - past issues of Crux (for all participants)
 - math at work brochure/poster (for all participants)
 - membership forms
 - books for prizes (Ask Denise)
 - a CMS umbrella?
 - Bags? (we might get some leftover from this Canada-France conference)
- Bidding and hosting - information should be sent to all registrants.
- Lunch should be provided on Friday (Pizza?) Instead of breakfast?
- Games – math en jeu, which has been popular at this conference, might be available?
- Speakers – are in place
- Travel Subsidies – are available, in a limited sense.

e. CUMC operations manual

Katie and Iva will update the wiki after the conference, with records of what happened, and advice for future conferences. They'll also upload everything they can: budget, schedule, etc.

f. Scholarship

Jessica has put together some material for the Scholarship, regarding what the criteria should be, etc. It needs to be passed on to someone else, hopefully someone who has been involved as an undergrad with student committees.

g. Studc poster

There is a typo on the French side of the poster, but Sandra no longer has a version that can be edited. Hopefully someone else still has one. The poster is also now out of date. Maybe Susan can help us update and fix it? If a new poster is done, Jessica suggests that it not include any specific information (which could change) but more general info. Also, she recommends that it be bilingual – both French and English on the same side.

h. Studc operations manual

Jenna has no comments at this time, but will be updating the job description of the MITACS liaison rep. See below. Jenna will also update info for the chair.

i. MITACS Liaison

Riyaad was not present at the meeting. He has resigned from the committee. We haven't heard any updates. Studc needs a new MITACS liaison, and MITACS is going to look for a new representative. In the meantime, Jenna will sit in on their monthly teleconference. Giving updates from the teleconference will be a required job for the new liaison, as well as identifying potential joint projects. More generally, the new liaison needs to have a very specific job description.

j. Newsletter

Graham Wright suggested that Denise and Susan be involved with the newsletter. Joy, Laura and Graham are all absent and haven't given us information. According to Denise, the newsletter that was almost finished at the last meeting was never finished and is now out of date. Jenna suggests we have a new newsletter done for August, and a second in December to be delivered to universities in January. The excess budget can be used for the brochure (item k). Someone needs to go through the old newsletter and see what can be salvaged for the new one. Everyone on the committee will have to resubmit a "what's happening at your university" statement, and an article. The newsletter needs to be done in two colours, but can be shaded.

k. "attending a math conference" brochure

This brochure was almost done at the last meeting. Graham still needs to e-mail Denise the file so it can be printed. It should also be double-checked. Katie will phone Graham Robertson. Everyone agreed that extra newsletter budget should be put to this use.

l. Regional Conferences

So far this year, we have sponsored two events – the Prairie Network conference (Saskatchewan-Manitoba) who added a student workshop session to their annual conference, and the Pure Graduate Mathematics Conference.

It was suggested to Jenna that we develop a Studc logo, so that we can be publicized when we support conferences. It would also go on our website and newsletter.

Most people are unaware of Studc's support of student programming in regional math conferences. Bradley's project is to actively look for regional conferences with students attending, composing a form letter to be used to advertise ourselves to conferences.

m. CMS Meetings Student Events

As catering was too expensive, we must order pizza for the student session. Jessica is to order pizza tomorrow morning, numbers based on attendance at the student social tonight. Jenna and Jessica will also pick up pop at the supermarket and chapters gift certificates for speakers tomorrow morning.

n. MITACS happenings

No report. Riyaad is absent, and we don't know what is going on.

o. New projects?

No new projects were suggested.

The student session at the winter and summer meetings, which we have been doing for a while, will be scheduled as a new project in the budget.

5) Student Social

The student Social is being hosted tonight by MITACS student advisory committee.

6) Studc Membership

a. Review of current membership

Riyaad has resigned, Graham is m.i.a. lately, Joy and Mélisande are leaving, Pawel has already gone, Jessica and Laura are also leaving. The list of members was reviewed. There are several vacancies to be filled. We need someone who can do the newsletter editing. We also would like someone who can do graphic design to do the poster and logo. More web skills and people involved with student groups are also a good idea. We also need a bilingual Quebec rep.

b. Nominations

Nominations will take place over the summer, and be publicized at the CUMC. Jenna will say something at the event, and will write something about studc in general for the CUMC programme. Iva was encouraged to run for president.

7) Review of budget & budget planning for new year

Travel Budget: will be a problem, since flights to Newfoundland alone (for the summer meeting) will use up most of our 2009 budget.

The budget for the newsletter was increased this year, and hasn't been used. However, after we find a newsletter editor we should be able to produce something good. The rest of the budget was reviewed and discussed. We are unsure when the web hosting expires. Jenna points out that we need to put in a line in the budget and a request for budget for the student session at the meeting (money for refreshments and gifts for speakers). This year it might come out of the student group kit line.

8) Next meeting: Ottawa, Winter 2008

9) Reimbursements

10) Adjournment

The meeting was adjourned at 5:20pm.