

**CMS Winter Meeting
Ottawa, December 6th
Student Meeting 2 to 6 PM**

Attendance

Gary Bazdell
Denis Charron
Kseniya Garaschuk
Iva Halacheva
Nathaniel Johnston
Alan Kelm
Olivier Lafleur
Steve Larocque
Natasha Richardson
Louis-Xavier Proulx
David Thomson (CUMC)
Jenna Tichon
Robert Woodrow
Graham Wright

Missing

Bradley Dart
Johanne Colling

(0) Find a volunteer to take minutes

(1) Welcome from the Chairs and introductions

Jenna welcomes everyone. She says that we try to rebuild the committee, that we have new members and that we have some serious issues and new projects.

(2) Approval of agenda – additions to agenda

(3) Approval of minutes of Summer 2008 (Montreal)

Graham talks about the moving of the CMS (Canadian MOBILE Society ;-)) office. They have to move by the end of December. The phone and address will then change. The servers will be left at the old location. E-mails may be slower. January 1st, the phone number will be the same for the CMS and the Stats Society. Rachel will be in Ireland and may not return. Because of the financial crisis, the CMS will work with one less employee. He mentions to be prompt on the reimbursements.

(4) Project reports and discussion:

(a) Webpage (Olivier)

Some suggestions are made to ameliorate the website:

- Reduce the size of the Poster (too long to download!)
- Have a blog on which the members of the committee could write articles about past events, funding, etc.
- The website should be interesting and fun (spice it up !)
- Some documents are just in .doc format. They should all be available in PDF.

(b) Listserv (Olivier)

The job of the listserv will be switched to Bradley. The person in charge of the list should subscribe to a lot of lists and forward the content that is relevant to the undergraduate and graduate lists.

(c) Web Forum (Olivier)

The new forum will be launched very soon. It will be publicized by the newsletter, the e-mails to student groups and an e-mail to the listserv. Before the forum is launched, the link will be sent to the members of the Studc so that they can “create some life” on the forum before people start coming.

Also, the forum should have a CUMC section and a section for the student groups.

Alan mentions that the forum should have a disclaimer and the rules of the forum. He will check out to see if he doesn't have an old version of it.

The committee members will be able to delete posts and moderate the forum.

(d) CUMC Preparations (Gary)

The CUMC will be from July 8th to July 11th. The organizers have a good link with the Fields institute, so the registration will not be so complicated. They will however study what's the best for the payment of the participants. Gary presents the budget (worst case scenario) and the planned schedule of the CUMC. There's more funding to come. The event is planned for approximately 100 persons. The banquet will be on Campus. The breakfasts will be included in the residence fee. It is possible that a boat cruise will be offered to the participants. It will be the closing banquet. A lot of e-mails have been sent to possible speakers but no one have confirmed. Gary will talk to Denise about the papers that could be included in the conference kit. Iva gives the bank account information for the CUMC. Jenna will send 1000\$ from the CMS committee to the CUMC committee. Natasha will be our representative at the CUMC 2009.

(e) Scholarship (Jenna)

Nathaniel will be in charge of the scholarship. Jenna asks him to sketch a document which define these scholarships but not based on academic success but on student involvement in the mathematical community. The scholarship will be a funding for the CUMC. They will talk more about that later.

(f) Studc Poster (Jenna)

Sarah originally did the poster for the Student committee. However, there's a typo in the French version. Kseniya will fix the poster and it will be printed later in the year.

(g) Studc Operations Manual – Wiki (Iva)

There's a big issue with the wiki. We aren't able to access the old content. Olivier will make sure that we recuperate the content. Gary has a printed copy of the CUMC Operations Manual in case. The new wiki is hosted on the CMS server.

It is mentioned that the new wiki should have a way for the people to put their documents on it. It is asked that everybody puts all the documents that they have on the wiki.

Each member should put his e-mail address on the wiki so that we are able to write e-mails to each other.

The subscriptions to the wiki will be moderated by Olivier.

Natasha suggests that we should have all the same password so that nobody loses his password.

On the wiki, there will be a place with all the members of the Studc and the projects (and documents) that they're in charge of.

(h) MITACS Liaison (vacancy)

(i) Newsletter (Iva for Joanne)

Johanne Colling sent a draft of what could be the newsletter. It is a 5-page and it will be in a full-sized envelope instead of the small one. That's okay with us because we have a budget to spend. Members of the committee do some remarks concerning some typos and formatting issues. Jenna will modify the newsletter. It should be sent to Denise by next Monday (December 15th), the Friday before is even better. The printed results could be given on that same week.

It is mentioned that a message concerning the last CUMC should be added.

Also, it is noted that Olivier's text is not there!

It is asked that we write each of us a new article which is not time-sensitive and that will be in the fall edition of the newsletter.

(j) "Attending a Math Conference" Brochure

We no longer have it as a brochure. We need someone to do a brochure (with 2 colors max) with it. We also need someone to correct the English version. Louis will do the brochure and Natasha will check the English version.

(k) Regional Conferences (Jenna for Bradley)

Jenna knows that Bradley did some announcement on Facebook to ask for Regional Conferences. We have 1000\$ to sponsor student events and up to 250\$ by event. If you know some university which is hosting a conference, tell them to send an e-mail to the student committee. It would be nice if we had a logo to get recognition in these types of events. We could sponsor a logo competition on the forum or on the website. Iva will be responsible of this.

(l) CMS Meetings Student Events (Kseniya)

For the future, there should be other activities than going to the pub. It is suggested that we try curling or mini-putt. The next meeting is in Newfoundland so maybe Bradley will have an idea of activity to do there.

For the student workshop at Newfoundland's meeting, it could be something on applying for scholarships. We can get somebody from NSERC to speak here. We can look at the list of registered participants if we miss some people. It would be important that the panelists already go to the conference.

(m) MITACS (Jenna)

We might have a MITACS Liaison that the SAC committee would find us. We currently have a vacancy. Jenna will contact MITACS.

(n) New projects

Natasha will be communicating with student groups and student committees around Canada. First step: she will find these groups and get them in contact with us. All committee members can send the information to Natasha if we find it!

The goal is to share information about conferences and build a network between us and the student groups across Canada.

(5) Student Social (Kseniya)

The student social will be held tonight at the *Aulde Dubliner* pub.

(6) Studc membership

(a) Review of Current Membership

We're going to ask to Bradley if he wants to continue to be Atlantic's representative.

We don't know if Iva is going in the United States for her Masters. Jenna says that we will be searching for a co-chair at the summer meeting, but whatever happens, there will be continuity, by Iva or Jenna for the new chair.

Pr. Woodrow is willing to stay, but suggest that eventually we consider a new faculty advisor.

(7) Review of budget for meeting and new year

Jenna says that the budget will not be enough to pay for the travel of all to go to Newfoundland. She suggests seeing which funding is available by your university or supervisor. There will be a reflection on if we want to fund all or partially fund the members of the Studc. The goal should be to keep the fees as low as possible.

(8) Next meeting: Newfoundland, summer 2009 and keeping on track

Everyone is encouraged to become member of the CMS before the next meeting. When we send an e-mail to one chair, send your e-mail to chair-studc, because they'll forward it anyway.

We should all write out a timeline for our projects until the next meeting.

(9) Annual report

All member need to submit a report for their position before January 31st.

(10) Reimbursements

Jenna explains how to fill the reimbursement form.

(11) Adjournment (at 6:21)

P.S. If you don't find something, it's under RESOURCES!