



## WESST External Meeting

Date: Jan 16, 2010

Time: 1:00 pm Pacific Time

Location: Skype

Attendees: Morgan Tien (WESST President), Claire Smith (UofA, WESST VP Comm) Andrew Taylor (UofS), John MacDonald (UofC), Kaitlin Fritz (UofM), Jackie Nichols (UBC O), Ryan Taal (UVic B), Shahrzad Pedram (UBC) Late: Matt Steen (UofR), Nicole Winstanley (VP-Finance)

Meeting Start: Pacific 1:07pm

Items on Agenda:	Action Items:
<p><u>Congress Feedback:</u></p> <p>WESST President: Speakers list via chat, also try to organize conversation into topics</p> <p>Topic 1: Coffee UofS: We need coffee every morning and throughout the day</p> <p>Topic 2: General UofC: Opening ceremonies need a bit more professionalism to set the tone for the week, variety of meals was good, breakfast would be nice to a bit more wholesome, sessions good, more French led sessions, orientation and direction for workshop leaders, great inclusivity of under-agers, better emphasis on the theme of the conference overall, the sessions that were run concurrent to Plenary were good, flexibility in scheduling was great ie. other events like the expo, speed dating, charity auction</p> <p>UofM: Logistics were lacking, need to know where everything is for the day</p> <p>UofS: Problems on the arrivals, there wasn't a specific meeting place also long waiting times, other logistics like the sleep-in day not specified, also problems with the timing and the rooms where things are being held</p> <p>UBC: Clarify the room issue: the location of the rooms was changed because of the guest speakers. They needed projectors but didn't notify the organizers so last minute changes happened.</p>	<p>Action Items:</p> <p>Claire to add Jackie to external: external@ubconengineers.com</p>



UofA: We haven't had our de-brief session yet, will have more feedback then.

VP-Comm: Send any other feedback to me and then we can summarize and send to next year's organizers, also send me any content for the website ie. Member school content (some still missing)

Executive Meeting June 4-6 2010, UBC:

UofS: EM Update?

WESST President / UBC: Booked hotel (Residence on campus), working on the feedback from last year and the session ideas from Congress, also sponsorship package template

UofC: Are you getting West Jet discounts?

UBC: Yes, just a matter of calling West Jet

UofS: EM idea: At Congress every meal had Caesar salad, would like to see a variety of food, especially in Vancouver integrate some multicultural food (sushi, Thai, Indian) into the conference

UBC: Question: What date do your new exec get elected / transitioned?

UofS: March

UofC: March

UofA: April

UofM: April

UBC O: April

Matt Steen (UofR) and Nicole Winstanley (VP-Finance) enter conversation

VP-Comm: Any other congress feedback or ideas for EM send them my way.

Meeting Adjourned: Pacific 1:24pm