



WUSC  EUMC

The World University Service of
Canada (University of Alberta)
Box 116, SUB 2-900,
University of Alberta,
Edmonton AB T6G 2J7
<http://www.ualberta.ca/~wusc>
ualberta@wusc.ca

Meeting Minutes

Events Committee Meeting

Sept 26, 2010, 1PM

Julia's Apartment

In Attendance: Julia, Sheetal, Shephr, Megana, Helena

1. WUSC Campaigns: What are they? How do we go about deciding what events to hold?

We received the following 10 campaigns from WUSC following the leadership meeting:

- Student Refugee Program
- Shine a Light
- Farm Radio International
- Bike for AIDS
- Buy into Change: Ethical Purchasing
- Beyond 2015: Symposia Series
- Her Challenge, Your Challenge
- International LC network
 - Overall decision by the committee was that this project was not feasible for the coordinating and man power of our LC, however, we would be interested in doing a pen pal type project.
- Students Without Borders™
 - Overall decision by the committee was that it was important to advertise abroad projects more provide resources to students going abroad.
- 2011 International Seminar in Vietnam

We chose events based on the campaigns and our MDG per month plan.



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2. Our event updates:

WUSC Movie Night (No Coordinator Yet): We really need someone who is willing to facilitate a discussion regarding the movie. All other parts of the event are in place (ie. booking sub stage, choosing a film etc).

Bun in the Oven (No Coordinator Yet): Julia sent in a grant application to SGS regarding covering venue and U22 productions cost. There is interested in advertising the project through Adam and Eve Radio Show on CJSR. If we receive the grant, we will go ahead with the event. If not, we can reapply for the grant in Nov. or change to a different event.

Her Challenge (Carol): Julia has met with Carol and she will start in developing the program for this event.

International Week (Megana): Julia has met with Megana and discussed resources that may help her in deciding a discussion structure. She also has the program from last year and the contact info for the I-week organizing committee.

SRP Gala - (No Coordinator Yet/Helena) Helena would like someone to help her in co-coordinating this event. Grant MacEwan will be collaborating with us on this event and Nadine is willing to meet with us to discuss how profits will be shared, catering, and how to split work for silent auctions item.

Wax for Aids - (Sheetal) The decision by the committee was that Wax for Aids will change to a Bike for Aids standing bike-a-thon. Sheetal will look into the logistics of getting bikes to SUB.

3. Leadership Summit: Sephr is interested in attending the Leadership Summit.

4. Events Committee Members:

Event Coordinators: coordinate special events.

Go Abroad Coordinators (Julia): recruit, advertise and support students going abroad through WUSC. WUSC has been asked to participate in discussions about sharing space in the old Education Abroad office in HUB, Julia and/or Chris will attend this meeting.

Internal Engagement Coordinator (Sophia and Megana): will provide support for event coordinators, assist in promotions of events, and recruitment of volunteers for the LC.

Tri-Campus Social Coordinators: organize socials for the three campuses to network and get to know one another.



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5. Logistics of Event Coordination through WUSC: Who does what?

Julia is the go-to person for support on planning. Sophia or Megana are the go-to for support on promoting your event. Julia will send out transition files and tasks lists when needed. Emails should be sent through the WUSC email and Julia will leave the start of an email or email contact info in the drafts section of the WUSC email for event coordinators to access (this is to ensure emails are sent and we have records of these discussions). Re-imbursements and depositing of money raised through events will be handled through Huiyi, WUSC treasurer. Each event coordinator is responsible for giving updates at our general meetings, if an event coordinator cannot be present for a meeting they must submit project updates to the WUSC email address.

6. Election of Internal Engagement Coordinator: Sophia and Megana both put in their names for this position. The event committee supported both of them being co-coordinators.
7. Event Committee Meetings: The meetings will be held in Decemeber and April chaired by Megana and Sophia or when they are requested by event committee member.

The next meeting will be in December, unless otherwise noted. If you would like to be an event coordinator please email ualberta@wusc.ca.