



Science
Undergraduate
Society

PUBLIC RELATIONS COMMITTEE
MEETING MINUTES

The Science Undergraduate Society of UBC c/o Science Student Information Centre, Room A150 - 6221 University Boulevard, Chem/Phys Bldg., UBC, Vancouver, BC V6T 1Z1. Telephone: 604-822-4235 - info@sus.ubc.ca - www.sus.ubc.ca

SUS Public Relations Committee Meeting

Wednesday November 16, 2016 – 4:00PM | Abdul Ladha Rm 103

Call to Order:

This meeting was called to order at 4:00pm.

In Attendance:

Melissa Liu - Public Relations Director

Isla Wrightson - Chemistry Representative

Melissa Lin - Member-at-Large

Tatiana Misky - Member-at-Large

Tiffany Chan - Member-at-Large

Owen Tsai - Member-at-Large

Wendy Guo - Member-at-Large

Pahul Gupta - Member-at-Large

Haiger Ye - Member-at-Large

Victor Wong - Member-at-Large

Regrets:

Bessie He - Biology Representative

Brian Cho - AMS Representative



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Introductions

All those present in the committee engaged in a round of introductions and an icebreaker lead by Owen.

Updates

Branding

- SciWeek - Victor is awaiting a reply from Alex, will come Thursday
- FYC - Wendy is awaiting a reply, has been informed that they are discussing plans for a new logo
- Sports - Tatiana will send preliminary logo ideas to Melissa Liu

YNOTFORTOTS

- Awaiting a reply from the organizers

Food/Clothing Donation Drive

“Donate to Protonate: Help share the positivity!”

Collaborations with Other Clubs:

UCS, CSP and Science One will be collaborating with the donation drive.

- UCS plans to place a donation box next to their booth during exam package sales



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Donation Locations:

Two separate boxes (for clothing and food respectively) will be placed in the following locations:

1. Residences - Haiger will contact Residence Advisors
2. Collegia - Victor will contact Collegia Advisors
3. Ladha
4. Chemistry
5. Hebb
6. LSK
7. EOSC
8. Woodward Library
9. Walter C. Koerner Library
10. Irving K. Barber Library - Pahul will contact
11. AMS Nest
12. Save-on-Foods (Wesbrook Village) - Wendy will contact

Donation Timeline:

The donation drive for both food and clothing will begin November 21st. The tentative end date for the food drive is December 9th, and the clothing donation boxes will be left in residences as students begin to move out.

Advent Calendars

Contest Details

- Participants will be asked to post a photo on social media relating to a given weekly theme (see below). Each week, prizes will be awarded, alternating between one big prize and several small prizes - i.e. one big prize will be given out the first week, several small prizes the next, and so on.
- Ideas for the “big prize” included gift cards to Starbucks and other vendors on campus. The “small prize” would consist of a Christmas-themed goodie bag with SUS merchandise, such as pens and/or lanyards.



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- Actionable items: Come up with a name for this contest and brainstorm hashtags to be used during the themed weeks.

Themes

- December 1-10: Trivia Week
- December 11-17: Exam De-stress
- December 19-23: Warm and Cozy Week
 - Monday - Favourite Winter Drink
 - Tuesday - Favourite Holiday Traditions
 - Wednesday - Baked Goods
 - Thursday - Christmas Decorations
 - Friday - Ugly Christmas Sweater
- December 25-31: What You Love

Adjournment:

The meeting was adjourned at 4:55pm.

Caitlyn Lam
SUS Public Relations Committee Secretary