



THE ENGINEERING SOCIETY
OF QUEEN'S UNIVERSITY

Council Meeting Agenda

Engineering Society of Queen's University
Thursday, February 9th, 2017
6:00 pm, Dunning Hall 12

- | | | | |
|-------|-----------------------------------|--------|---------------------------------|
| I. | Attendance | xii) | Professional Development |
| II. | Adoption of the Agenda: Motion 1 | xiii) | Services |
| III. | Adoption of the Minutes: Motion 2 | IX. | Question Period |
| IV. | Speaker's Business | X. | Faculty Board Report |
| V. | Break | XI. | Alma Mater Society Report |
| VI. | New Business: Motions 3 - 8 | XII. | Senate Report |
| VII. | Executive Reports | XIII. | Engineering Review Board Report |
| | i) President | XIV. | Advisory Board Report |
| | ii) VP (Operations) | XV. | Club Reports (Happy Group) |
| | iii) VP (Student Affairs) | | i) Eng Phys |
| VIII. | Director Reports | | ii) ECE |
| | i) Academics | | iii) Mechanical |
| | ii) Communications | | iv) Mining |
| | iii) Community Outreach | XVI. | Year Reports |
| | iv) Conferences | | v) Sci'17 |
| | v) Design | | vi) Sci'18 |
| | vi) Events | | vii) Sci'19 |
| | vii) Finance | | viii) Sci'20 |
| | viii) First Year | XVII. | Statements and Questions |
| | ix) Human Resources | | by Members |
| | x) Information Technology | XVIII. | Discussion: Gift Ideas |
| | xi) Internal Affairs | | |

Speaker: Avery Cole
Secretary: Allison Kondal

Motion List

Motion 1

Whereas: It's the last Council before Reading Week!
& whereas: we have many things to get done;

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, February 9th 2017 as seen on the Engineering Society website.

Moved by: Lianne "Sleep is for the weak" Zelsman
Seconded by: Avery "I must be pretty weak then" Cole

Motion 2

Whereas: Remembering what we did last Council is always important;
& whereas: Allison helps us do that;

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of Thursday, January 26th 2017 as seen on the Engineering Society website.

Moved by: Allison "Hoping for no carpal tunnel" Kondal
Seconded by: Lianne "Hoping for no lawsuits" Zelsman

Motion 3

Whereas: The EngLinks Coordinator has lots of work to do;
& whereas: they could use some help with the business side of things;

BE IT RESOLVED THAT:

Council approve the changes to Policy Sections ι: Academics and γ: Hiring and Transition as seen in APPENDIX "MORE-LINKS".

Moved by: Jillian "Does EngLinks do a "how to be VPOPs" workshop? Reid
Seconded by: Dan "You're on your own" Tamming

Motion 4

- Whereas: Old members of the Committee on External Communications (ExCommComm) already have the option to become ex-officio members, but it is not yet written in By-Law;
- & whereas: The Chair position for ExCommComm has grown over the years and having a year of experience on ExCommCom would be valuable to the position;

BE IT RESOLVED THAT:

Council approve the second reading of the changes to Section B: Committee on External Communications of By-Law 9: Standing Committees, as seen in APPENDIX "EX-COMM-COMM".

Moved by: Loralyn "We have a new website to communicate with each other" Blondin
Seconded by: Callen "@excommcommcomms.com" Hageman

Motion 5

- Whereas: Last year we changed the transition timeline for the Executive and Director Team;
- & whereas: it would make sense for the rest of Council to follow the same timeline;

BE IT RESOLVED THAT:

Council approve the first reading of the changes to By-Law Section's 1 and 3, as seen in APPENDIX "TRANSITION"

Moved by: Lianne "Four more Councils!" Zelsman
Seconded by: Evan "Four more free meals!" Dressel

Motion 6

- Whereas: We need to make these changes before these positions get hired;
- & whereas: we should ensure that our society is following equitable recommendations;

BE IT RESOLVED THAT:

Council approve the changes to Policy Sections β: Society Leadership and γ: Hiring and Transition as seen in APPENDIX "BETTER-NAMES".

Moved by: Lianne "Whoops" Zelsman
Seconded by: Julianna "Better late than never" Jeans

Motion 7

Whereas: The Mental Health Coordinator position has been restructured;
& whereas: the name should accurately describe the mandate of the position;

BE IT RESOLVED THAT:

Council approve the changes to Policy Section γ: Hiring and Transition as seen in APPENDIX "WELLNESS".

Moved by: Francesca "JJ" Feldman

Seconded by: Julianna "FF" Jeans

Motion 8

Whereas: Equity Officer is a fairly new position;
& whereas: We think it would fit better within a different portfolio;

BE IT RESOLVED THAT:

Council approve the first reading of the changes to By-Law Sections: 1, 2, and 8, as seen in APPENDIX "EQUITY".

Moved by: Chloë "Umlaut's on umlaut's" Harkness

Seconded by: Julianna "Avery's gonna love pronouncing that word!" Jeans

Executive Reports

President – Taylor Sawadsky

president@engsoc.queensu.ca

Hello Council!

Happy week 5! Best of luck with all your midterms!

Elections!!!

Congratulations to Nat Wong, our new EngSoc president! I know he'll do a great job. Thankfully I have very small feet so the shoes he has to fill aren't too big. Also a shout out to Jillian Reid, VP Ops Elect, Julianna Jeans, VPSA Elect, and Max Berkowitz, new Engineering Student senator!!! Congratulations to Golden Words and Tea Room who also won the elections for their respective fee initiatives.

Fall Reading Week

A plebiscite questions was included on the elections ballot this past week, a lot of time was put in to making sure student were informed to vote! The two options were:

- **Option 1:** Shift move in up to Saturday, have classes the Thursday and Friday of Frosh Week, have the Thursday and Friday off before thanksgiving weekend.
- **Option 2:** Move everything up one week, and have the Tuesday-Friday off after Thanksgiving Monday.

Option 1 won the vote with 60% of votes cast in favor, while option 2 received 40% of votes. The engineering society has been, and will continue advocating in support of option 1.

AMS

The AMS Assembly voted in favor of the disillusion of the CEA (Commission of Environmental Affairs) at the past two meetings. I encourage you to get informed about the issue before expressing an opinion. I am working with Vice President Thompson to create policy to create an Environmental Caucus in the AMS to increase accountability and help with some of the concerns students were having.

Alumni Networking Summit

This past weekend I attended the Queen's Engineering Alumni Mentorship summit. It was a fantastic opportunity to meet lots of different Queen's Alumni in a diverse variety of career industries. Congrats to Nat and his PD team for an awesome day of networking.

Training Conference

Rachel has been working hard planning the second bi-annual EngSoc training conference, it will be held March 26th at 5 PM!

Corporate Initiatives

Sci Formal and Frosh Week planning is going well! The first meeting of the Sci Formal Advisory Board Sub Committee was last week, and I am very excited about the impact this committee can have. FC is in the middle of FREC hiring, so I have been helping to support them however I can. Enjoy these two weeks!

Much Love,
Taylor



4 Engineering Society Presidents, (From left to right), Nat Wong, 2017/2018, Me! 2016/2017, Carolyn Fisher, 2014/2015, Derrick Dodgson 2011/2012

VP (Operations) – Tyler Bennett

vpops@engsoc.queensu.ca

Hi Council!

A brief overview of my past two weeks! A big congratulations to the new elected team, they're going to do a great job!

Services

- Reviewed, revised and uploaded the service manager positions, big thanks to Tyler, Jill and Rachel for their help on that!
- Stairwell revitalization is well underway, please submit mural design ideas to Tyler at services@engsoc.queensu.ca
- All manager's meeting

Finances

- January month end for the society and services is well underway

Other:

- Building Bridges a Discussion on Race and Racism at Queen's
- Discussions with Faculty about other academic initiatives for students
- Alumni Networking Summit

Coming up:

- Transition, transition, transition
- Executive-Director Winter Dinner
- Flooring in Events Locker meeting with PPS

Beyond that, not much is going on besides regular operations! I'm shifting my focus now to general transition with Jill and the new management and director teams!

Cheers,

Tyler (Tynado) Bennett

Vice President Operations

VP (Student Affairs) – Evan Dressel

vpsa@engsoc.queensu.ca

Week 5 Council Report:

Welcome back everyone!!!

Elections

Congrats to all candidates, you ran great campaigns, and a special congrats to my elections team who hit 66.5% they all killed it!

Transition

JJ is learning so quickly, and I am super excited to have her as a lower, she is going to be attending all of my future meetings, so it's pretty exciting!

FYPCO!!!!!!

She is doing a ton of work on the online software, and pouring over all of the photos, so I am very excited with what she is doing.

Design Teams

Lots of teams are going out to competition now, and we are making sure they filled out OCASP, so they have safe travels, and are covered if anything happens when they are out for competition!

Compost

Compost is officially happening in the ILC, and we will have them just before reading week, and if not, just after, remember to make sure that you only put organics in them, or the whole bag is a waste, and the faculty may reconsider the program.

Contacting Lynn at PPS to talk about the full implementation this week.

Digital Signage

Finalizing faculty settings, and meeting with Faculty IT and discussing their participation in it.

Probation

We have 1-1.5 meetings before it is ready, and my lower will now be able to work with me on the stuff!

ATTENTION ALL

Make sure you are sanctioning your events!!!! They have to be sanctioned, or there will be no insurance provided, this process needs ~2 weeks in advance to get done, so please be vigilant!

That is all for now,

Evan Dressel

VPSA #3



"I wanna be Evan Dressel when I grow up" - BB VPSA#4 (JJ)

Director Reports

Academics – Daniel Tamming

academic@engsoc.queensu.ca

Hey Council,
Here are some quick updates from the world of academics,

EngLinks

- Jill has returned to her role
- First tutorial of the year was a huge success

BED Fund

- Purchase survey has been posted
- Discipline proposals are due Friday night

Representation

- FTB final meeting was yesterday

Dan Tamming
Director of ~~Dabs~~ Academics



#FatherFigure Feb 19
@roywoodjr

Follow

ADVISOR: u going to Trump's Inauguration?

BUSH: Doctor said I can't

ADVISOR: u wanna hit that super Bowl?

BUSH:

Communications – Heather Simmons

comm@engsoc.queensu.ca

Hello Council!!

Here's what I've been up to over the last few weeks:

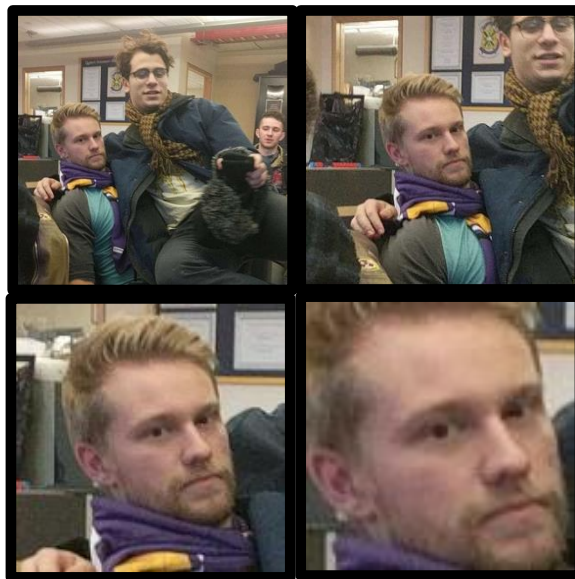
- ELECTIONS! WE DID IT! This year we had a record voter turnout of 66.5%! Thank you so much to all of you for voting and helping plug the importance of voting to your friends and classmates. We couldn't have done it without you!
- Helping cover photography and graphic design requests where needed. Comm Team has been killing it so far this semester!

Over the next two weeks here's what I'll be working on:

- Helping advertise for all the positions and opportunities coming up within the Society
- Finishing up my transition materials
- Day to day Comm requests and social media posts
- Free LinkedIn Headshots will be happening in the ILC on Sun Feb 12 from 10AM-2PM!!

That's all for now!

Heather Simmons, Director of Communications



Nat Wong @ExtraGrumpyNat · 2 Jun 2013

I wonder if we have a subconscious attachment with the doctor that delivers us because they are the first person to ever hold us



Fig. 1: Evan can't handle Nat's deep thoughts #shitjustgotreal

Community Outreach – Emma Howard

outreach@engsoc.queensu.ca

Guten tag frauleins,

These past two weeks have been fairly interesting in that I managed not to die from not a lot (copious amounts) of work and a slight (large) lack of sleep. Despite this, many hype things have happened of the hypest degree. We fix'n'cleaned all the houses in Kingston (or at least like a dozen of them), many all the people happy, and gave out a fair amount of doughnuts and pizza to those who helped out. :) Thanks to Leila and Jordan for being the hypest coordinators out there.

Additionally, coming soon to a president near you, my transition manual is getting completed so to get ready for the up coming hiring of a lower!

That's all folks,
Emma Howrad
Director of Fixing AND Cleaning

For all you lovelies out there, here's a picture of my favourite:



Conferences – Taylor Sweet

conferences@engsoc.queensu.ca

Hiya Council!

Conference season is well underway! In the past 3 weeks I have attended the Queen's Conference on Business and Technology (QCBT), the Queen's Global Innovation Conference

(QGIC), the Conference on Industry and Resources Queen's University Engineering (CIRQUE), and the Queen's Space Conference (QSC). Huge thank you goes out to the organizing committees for putting on such incredible events. In addition to attending conferences, I have also been awarding bursaries, answering questions, and helping with various tasks in the lead up to my Chair's events. The Committee on Bursaries also met for the first time since hiring new members, which was very exiting! Stay tuned for big things coming from this committee.

Until next time,

This is Captain Conference signing off...

P.S. If you are interested in the DoConf position, please reach out to me. I would highly recommend it to anyone!

P.P.S. Please enjoy this picture of myself and Dr. Jeffrey Sutton, Director of the National Space Biomedical Research Institute at QSC this past weekend!



Design – Max Lindley-Peart

design@engsoc.queensu.ca

Gooooooooooooooooooooo eveningggggggggggggggggggg,

In the past two weeks I have:

- ❖ Initiated a collaboration with the Faculty on design team marketing, leading to a long-term marketing plan with Adam Walker
- ❖ Gael's Den happened – congratulations to the Aero team for winning the maximum amount of funding!
- ❖ Ordered some equipment for the Bay

In the next two weeks, I'll be;

- Buying more new equipment for the design bay, and consulting with certain teams on specialized hardware
- Publishing the Design website

Cheers,

Max Lindley-Peart

Events – Francesca Feldman

events@engsoc.queensu.ca

Hello Council!

Things that I've been doing over the past two weeks:

- EngVents Thunderballz
- Sunlife Financial Workshop

Things that I will be doing over the next two weeks:

- Begin preparing transition documents for incoming Director

Have a great week everyone!

Francesca Feldman

Finance – Connor McMillan

finance@engsoc.queensu.ca

Hi everyone,

Hope you've had a great couple weeks! We're in the midst of a bit of a quiet period for the Society's clubs and teams, and as a result a bit of a quiet period for the day-to-day financial operation of the Society. I've taken this opportunity to begin my transition documents for my

- Looking into what does and doesn't work in my portfolio to make a kick-butt recommendations list for my successor

Current Projects

- 360 degree feedback and ED Peer Review results are commencing analysis
- Services recruitment help
- Equity town hall
- Planning for all the events in March
- Eagerly awaiting the hiring of little HR

Lastly, in the spirit of Valentine's Day, here is the cheesiest pick-up line ever. Hope it helps you pick up a date ;)



Information Technology – Robert Saunders

doit@engsoc.queensu.ca

Hey Council!

Here are the things that I have been working on the past couple weeks:

- IT Support Ticketing System Implemented
 - 8 Tickets Closed
 - Email Inquiries
 - Website Issues
 - Website Migrations
- EngSoc Dash
 - Development
- IT Team Progress
 - Projects
 - Hard Drives

- Coding Competition Setup
- Workshop Preparation

And here are the things that I will be doing in the coming weeks:

- Workshop Preparation
- MailChimp Proposal
- Policy Changes
- IT Team Meetings
- Organization
- IT Support Tickets
- EngSoc Email Clean Up

-Robert

Internal Affairs – Lianne Zelsman

iaffairs@engsoc.queensu.ca

Hi beautiful humans,

Welcome back to Council. I can't believe it's already Week 5. I'm going to be getting a lower soon, and I'm SUPER excited.

Things I have been working on:

- ELECTIONS!
 - Congratulations to the new executive!
 - We reached 66.5% voter turnout! WOOO
- Awards
 - Nomination forms are up! If you know anyone who deserves to be recognized for their hard work, NOMINATE THEM!
 - Nominations are due **March 2nd**
- Banquet planning
 - **March 11th**
 - First round of invites should go out soon
 - Please RSVP as soon as possible so that I can get accurate numbers
- AGM
 - Officially **March 9th**, location Dupuis 215

Things that will be happening soon:

- Lots of policy/by-law writing
 - Joint Hiring Policy will finally get done
 - Probationary Policy
- Continuation of planning for EngSoc awards and banquet

Cheers,
Lianne

Professional Development – Nathaniel Wong

pd@engsoc.queensu.ca

Hello Children,

Past 2 Weeks:

- Alumni Networking Summit
 - o Quite a few last-minute cancellations from students
 - o Many alumni didn't show up
 - o Overall very smooth
 - o Learned lots for next year
 - o Started transition document
 - o Feedback survey sent out
- Sunlife workshop for personal finances
- Encouraging applications for PD

Next 2 Weeks:

- Exit interviews and transitioning
- Working on transition material
- Prepping for AutoCAD workshop on March 3rd

Cheers,

Nathaniel



When your Council Buddy gets stolen

Services – Tyler Snook

services@engsoc.queensu.ca

Hello council!

WOAH next week is reading week! That also means that it's almost week 6, which is pretty much week 7 which is when head managers for the services are being hired, and the week after assistant managers are being hired! This is an incredibly exciting opportunity and I have personally witnessed an outstanding amount of growth from everyone involved in these positions. If you're looking for a sweet opportunity to dip your toes into business, operations, marketing or a bunch of other areas you should seriously consider applying. If you want to know more, feel free to contact me or any of the following beauties head managers.

Marc Fleck – Clark

Eleanor McAuley – Tea Room

Emily Ritson/Lucas Rooyakers – Golden Words

Ryley Dewar – CEO

Heather Joannou – iCons

Other things going on in Services Land:

Science Quest is hiring their summer staff this weekend so wish them luck!

The Clark Stairwell renovation is going along swimmingly! You may have seen our call to artists on facebook, and if this is something that interests you definitely give me a shout ☺ We're accepting submissions until the Tuesday after reading week for the opportunity to have your artwork as a part of the Clark Stairwell for years to come.

That's all from me my friends.

Tyler Snook

Director of overseeing some of the coolest people I know