



THE ENGINEERING SOCIETY
OF QUEEN'S UNIVERSITY

Council Meeting Agenda

Engineering Society of Queen's University
Thursday, November 10th, 2016
6:30 pm, Dunning Hall 27

- | | | | |
|-------|-----------------------------------|--------|---|
| I. | Attendance | x) | Information Technology |
| II. | Adoption of the Agenda: Motion 1 | xi) | Internal Affairs |
| III. | Adoption of the Minutes: Motion 2 | xii) | Professional Development |
| IV. | Speaker's Business | xiii) | Services |
| V. | Break | X. | Question Period |
| VI. | Presentations | XI. | Faculty Board Report |
| | i) Fall Term Break | XII. | Alma Mater Society Report |
| | ii) Tea Room Debt | XIII. | Senate Report |
| | iii) Probationary Policy | XIV. | Engineering Review Board Report |
| VII. | New Business: Motions 3 - 6 | XV. | Advisory Board Report |
| VIII. | Executive Reports | XVI. | Club Reports (Happy Group) |
| | i) President | i) | Eng Phys |
| | ii) VP (Student Affairs) | ii) | ECE |
| | iii) VP (Operations) | iii) | Mechanical |
| IX. | Director Reports | iv) | Mining |
| | i) Academics | XVII. | Year Reports |
| | ii) Communications | v) | Sci'17 |
| | iii) Community Outreach | vi) | Sci'18 |
| | iv) Conferences | vii) | Sci'19 |
| | v) Design | viii) | Sci'20 |
| | vi) Events | XVIII. | Statements and Questions
by Members |
| | vii) Finance | XIX. | Discussion Period: Election
Candidate Restrictions |
| | viii) First Year | | |
| | ix) Human Resources | | |

Speaker: Avery Cole
Secretary: Allison Kondal

Motion List

Motion 1

Whereas: This could be a long Council;
& whereas: we should get things rolling;

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, November 10th 2016 as seen on the Engineering Society website.

Moved by: Lianne “Build a wall to space” Zelsman

Seconded by: Avery “Make the Martians pay” Cole

Motion 2

Whereas: Jon did a great job last week;
& whereas: Allison is back!

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of Thursday, October 27th 2016 as seen on the Engineering Society website.

Moved by: Allison “Our election wasn’t this exciting” Kondal

Seconded by: Lianne “I miss Rob Ford” Zelsman

Motion 3

Whereas: The Design Teams’ first aid training cost much less than anticipated;
& whereas: they are in need of more safety equipment;

BE IT RESOLVED THAT:

Council approve the changes to the Operation Budget of 2016-2017 to reallocate money for Design Team safety equipment as seen in APPENDIX “SAFETY”.

Moved by: Max “My granddad always said you should fight fire with fire” Lindley-Peart

Seconded by: Evan “Maybe that’s why we need to get more safety equipment” Dressel

Motion 4

Whereas: Elections are very important;
& whereas: we should ensure that our By-Laws reflect the needs of the Society;

BE IT RESOLVED THAT:

Council approve the changes to By-Law 3 – Elections, as seen in APPENDIX “ELECTION-CHANGES”.

Moved by: Lianne “#SAWADSKY2020” Zelsman

Seconded by: Felix “But now she can’t be president twice” LeClair

Motion 5

Whereas: The campaign rules need to be updated;
& whereas: so does the structure for dealing with election candidate infractions;

BE IT RESOLVED THAT:

Council approve the changes to the Candidate Rules of the 2017 Engineering Society General Election as seen in APPENDIX "CAMPAIGN-RULES".

Moved by: Felix "#KANYE2020" LeClair

Seconded by: Lianne "#KanyeforEngSocPrez" Zelsman

Motion 6

Whereas: The Society should improve upon the availability of and awarding practices for bursaries;
& whereas: There should be a committee to enact these changes;

BE IT RESOLVED THAT:

Council approve the addition of Policy section q: Society Bursaries, as seen in APPENDIX "BURSARIES".

Moved by: Taylor "Tax cuts for frosh!" Sweet

Seconded by: Allison "But can Alan claim them all as dependants?" Finer

Executive Reports

President – Taylor Sawadsky

president@engsoc.queensu.ca

Hello Council!

Sci Formal!

Sci Formal happened last weekend!! Fun times were had by all. A HUGE shout out to Brent and his formal committee who worked long hours last week to make everything spectacular, and to Matt, his committee, and all the volunteers for running the event and giving Sci 17 a fantastic night to remember. Now that formal is over I will focus more on other parts of the Society.

Hiring

Hiring season has almost calmed down! Congratulations to our newly hired FREC Committee, I know you will all do wonderful things! Also, a big congrats to Tristan, the new Science Quest head director!

I hope you all have a lovely two weeks!

Much Love,
Taylor

VP (Operations) – Tyler Bennett

vpops@engsoc.queensu.ca

Hi Council!

A quick update on what I've been up to and where things are at in the Operations world.

General

Formal, formal, formal was the name of the game the past couple of weeks. I was working help coordinate purchases for materials on the credit card. Helping organize the behaviour talks and contract as well! Working to keep on meetings including meetings with the Dean, students creating an anti-oppression on campus video, my FYPCO (Seth) and weekly statics!

Finances

Now we're in the middle of November basically, so Conner and I are wrapping up October month end. Additionally, I'm helping out the services get their month ends in! Beyond that, the

new financial officer, Sarah, is going well and Connor will tell you more about his development work!

Services

Science Quest Director is now hired, congrats Tristan Brunet! Advisory Board was on Tuesday and we saw presentations from Campus Equipment Outfitters and the iCons!

Information Technology

"All good in IT Land" Robert Saunders. Not too much to report here. Robert is working on some great initiatives that I am helping to support!

Coming up:

- Continuing investment work
- Continuing work on spaces
- Continuing society operations (important)

Cheers,

Tyler (Tynado) Bennett

Vice President Operations

"Good work team."

VP (Student Affairs) – Evan Dressel

vpsa@engsoc.queensu.ca

Hey Everyone! Life is good!

FYPCO!!!!!!

Nina is getting introduced to our reps at our manufacturing company, so she is able to better figure out the software.

ILC TV

The TV is in, and looks fantastic, I would highly recommend checking it out and playing smash/Mario Kart.

My time as President:

- **Fall Preview**
 - o Went amazing, all of the directors not going to formal came, and they all did awesome talking to parents, and I think we got a bunch of people interested in Queen's
- **Sci Formal**
 - o I was running a couple things for Sci Formal, nothing too drastic, and The event and all the people there looked amazing, and I hope they all enjoyed themselves!

Digital Signage

The Clark Signage is ready! Only one minor issue of removing a password, so it can auto-login when it re-starts.

Probation

Lianne and I have been working to work out the bugs with the policy, and trying to make sure there are few issues when we have the policy finalized.

Compost

I will be contacting Simon Smith once the compost bins are out of the bay, so we can discuss the compost situation in the ILC!

ListServ

I am learning some HTML in my spare time, so this is a slow process, that will not be as fast as I thought in my strat plan, but we are getting it moving!

Discipline Club Round Table

We had some great conversations

- 2nd Year transition strategies
-
- Funding for StuCons/approved security
- New Event Bursaries
 - o We are having a fall information session with disciplines that Alan is Organizing
- Do this again as a transition meeting

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



Because I have been studying fossils recently.....

Director Reports

Academics – Daniel Tamming

academic@engsoc.queensu.ca

Hey Council,

Here are some quick updates from the world of academics,

BED Fund

- Discipline reps have met with the BED Fund team today to get a start on their proposals.

EngLinks

- Average tutor feedback is above 9/10!
- Hired another group of tutors including first years!

Representation

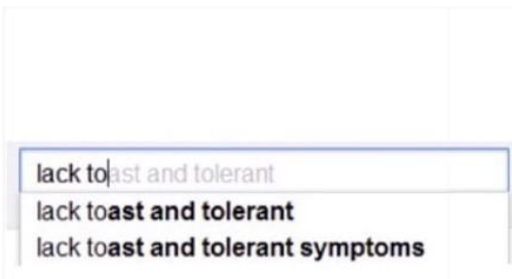
- The Fall Term Break survey has been sent out and has had a lot of responses.

Hope everyone's midterms are going well!

Dan Tamming

Director of ~~Dabs~~ Academics

When ur fresh out of toast and ur
tolerance is wearing thin.



Communications – Heather Simmons

comm@engsoc.queensu.ca

Hello Council!

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

- Preparing a welcome slideshow for the open house this past weekend
- Preparing a Sci Formal slideshow of old formal photos found at the archives
- Helping announce recent positions that have been hired on our social media channels
- Created a layout for the digital signage in Clark

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

- Meeting with my FYPCO to get started on a new social media campaign
- Continuing organizing our external drives and adding photos to EngSoc's Flickr
- Day to day Comm requests and social media posts

That's all for now!

Heather Simmons, Director of Communications



Figure 1: Nat Wong, helping the ladies develop professionally since 2007 ;)

Call 613-533-6008 for a good time.

Community Outreach – Emma Howard

outreach@engsoc.queensu.ca

Hiya Council,

I bet it's been a long council, so I'll keep this short and sweet.

It's been a busy couple weeks in the Outreach world. Mostly, I have been working with ERC to prepare to build the Santa Claus Parade Float. That's going very well, but we will need a lot of volunteers to help us build the float the day of the parade, which is next Saturday (the 19th of November), and I would encourage all of you to come out and watch!

I also started working with my FYPCO on her project. She has begun to compile a guide to outreach on campus, she's very organized and very awesome.

Other than that, midterms kept me very busy for the past two weeks, so there's a lot of portfolio stuff that got shifted to the backburner, but will be back in full force soon.

Happy November to all,

Emma Howard, Director of Community Outreach

Conferences – Taylor Sweet
conferences@engsoc.queensu.ca

Hey Council!

Welcome to Week 9! Here are my updates for the last two weeks:

- Met with Lianne, Director of Internal Affairs, to discuss policy related to the hypothetical Committee on Bursaries
- Reviewed applications for Conference Growth Incentive Fund and selected a recipient
- Met with FYPCO
- Arranged transportation for CDE delegates
- Spoke with representative of the Starting Point Student Entrepreneurship Conference

That's all for now!

Until next time,

This is Captain Conference signing off...



Design – Max Lindley-Peart

design@engsoc.queensu.ca

Goooooooood eveningggggggggg,

In the past two weeks, the stuff accomplished includes;

- ❖ Allocated more space for the Bridge Building team so that they could begin building
- ❖ Got Formula started on their composite layups in the bay
- ❖ Many of the teams attended the Open House for prospective students, many of which were very excited to see the facilities in the design bay
- ❖ My FYPCO booked the Standard First Aid training session occurring later in November
- ❖ Met with SparQ studios to discuss a future working relationship, allowing teams to use their space

In the next two weeks, I'll be;

- Running the first aid training session, as well as exploring other training opportunities, especially use of the newly installed composites bays
- Continuing to clean up the Design part of the EngSoc website
- Hosting a networking session for the president of GM with the teams involved

Cheers,

Max Lindley-Peart

Events – Francesca Feldman

events@engsoc.queensu.ca

Hello Council!

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

- Working with Events Committee
- Meeting with Mental Health Events Coordinator, EWC and Faculty
- Planning the Dean's Wine and Cheese
- Movember!

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

- Meeting with Movember, EngWeek and EngVents
- Implementing Mental Health Initiatives
- Movember!
- Help with Events Committee events

Have a great week everyone!

Francesca Feldman

finance@engsoc.queensu.ca

I hope you had a great couple of weeks. I'm happy to say that Sci Formal's finances ran smoothly under Nichola Trinh and Matt Boulby over a hectic final week.

Exciting things are underway with my Bank of EngSoc development project! I'll update council on my progress at a later date. I'm ecstatic to have more time to devote to this endeavour now that we're out of midterm season.

Sincerely,
Connor

firstyear@engsoc.queensu.ca

Things I've done since last council:

Things I'll be doing before next council:

Short report more fun for the whole family.

Stay chaste everyone!
-Alan

P.S. Here is a self portrait I drew of myself after spending too much time with Kodie and Emma (#WorstCouple2k16), eating 1kg of perogies, and inhaling about 0.5kg of Smarties.



Human Resources – Rachel McConnell

hr@engsoc.queensu.ca

Hello Council! This is what I've been up to over the past couple weeks:

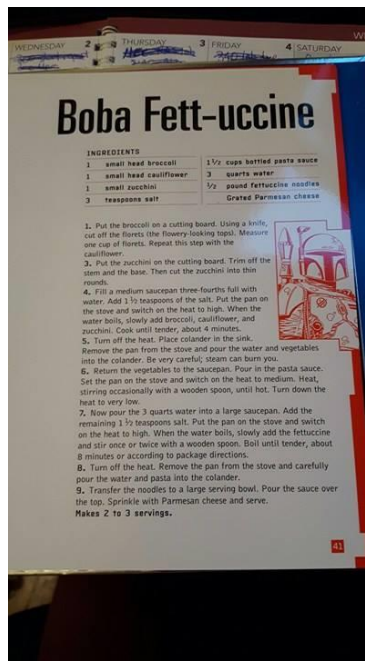
Recent Accomplishments

- Surveys have now closed
- Training conference survey

Current Projects

- Hiring town hall approaching
- Equity town hall approaching
- Officers updating organization chart, making a useful position database
- Skills survey to match you with positions suitable for you
- Analyzing results of surveys (with aid from feedback officer and ERB)
- Helping officers with timelines and planning

Lastly, please enjoy this classy fettucine recipe, it's so good that it has a bounty on its head!



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
 - 12 Tickets Closed
 - Email Inquiries
 - Website Issues
 - 17hr 8m Avg. Handle Time
- EngSoc Dash
- New Ticketing System Implemented
- MailChimp Proposal
 - Authorization to Operate
- Workshop Sponsorship Inquiries and Prep
- IT Team
 - Projects Decided
 - Engineering Forum
 - Engineering Society Website
 - Android QTap
- Shipping Clarkhall Server Prep
- Sci20.ca Website
 - Thanks Richard
- Status Page Updates
 - Cover Image

- Thanks Communications Team

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

- ISAT-SAC Committee Meeting
- EngSoc Dash
- Implementing Email Rules
- IT Team Meetings
- Improving Monitoring System
- Workshop Prep

-Robert

Internal Affairs – Lianne Zelsman
iaffairs@engsoc.queensu.ca

Hey Humans,

I hope you have had a good two weeks.

Things I have been working:

- Probationary Policy
- Elections campaign rules and demerit system

Things I will be working on in the upcoming weeks:

- Continue planning for the Winter Elections
- Begin planning for Awards
- Ironing out Probationary Policy and Joint Hiring Policy

Cheers,

Lianne Zelsman



When bae visits you at the Tea Room #JustGirlyThings

Professional Development – Nathaniel Wong

pd@engsoc.queensu.ca

Hey Kiddies,

Past 2 Weeks:

- Vancouver Alumni Reception Oct. 27th
- Assigning FYPCO projects
- Open House on November 5th
- Hired FC LC
- Meeting with IAESTE: International Exchange Technical Opportunities
- PEO Licensure Info Session

Next 2 Weeks:

- Creating PD Newsletter
- Summer Job Survey: <https://goo.gl/7j9RHk>
- Organising Alumni Summit Speakers
- Working with Advancement office for donation

Cheers,

Nathaniel

Services – Tyler Snook

services@engsoc.queensu.ca

Howdy-doo Council!

Science Quest Head Director is now hired! Say congratulations to Tristan Brunet next time you see him. I'm stoked to start working with this lovely young gentleman as he has some huge goals for Science Quest in the upcoming year, and I have the utmost faith that he will do an amazing job. I worked at the Tea Room all day Saturday because all 5 managers were busy with Sci Formal things and let me tell you, what an experience! Clark's tables are coming soo, although I feel like I've said that in every report so far.

Aaaaaaaand all is well in Services Land



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