



THE ENGINEERING SOCIETY
OF QUEEN'S UNIVERSITY

Council Meeting Agenda

Engineering Society of Queen's University
Thursday, September 28th, 2017
6:00 pm, Dunning Hall 27

- I. Attendance
- II. Adoption of the Agenda: Motion 1
- III. Adoption of the Minutes: Motion 2
- IV. Break
- V. Speakers Business
- VI. Presentations:
 - i. Rector
 - ii. Summer Accountability
- VII. New Business: Motions [3-5]
- VIII. Executive Reports
 - i. President
 - ii. VP (Operations)
 - iii. VP (Student Affairs)
- IX. Director Reports
 - i. Academics
 - ii. Communications
 - iii. Community Outreach
 - iv. Conferences
 - v. Design
 - vi. Events
 - vii. Finance
 - viii. First Year
 - ix. Human Resources
 - x. Information Technology
 - xi. Internal Affairs
 - xii. Professional Development
 - xiii. Services
- X. Question Period
- XI. Faculty Board Report
- XII. Alma Mater Society Report
- XIII. Senate Report
- XIV. Engineering Review Board Report
- XV. Advisory Board Report
- XVI. Equity Officer Report
- XVII. Club Reports (Sunny)
 - i. Geological
 - ii. ChemEngChem
 - iii. Apple Math
 - iv. Civil
- XVIII. Year Reports
 - i. Sci'18
 - ii. Sci'19
 - iii. Sci'20
 - iv. Sci'21

Speaker: Jamil Pirani
Secretary: Leah Bourque

Motion List

Motion 1

Whereas: It's the first Council ever for the Sci'21's!
& whereas: let's make it a good one;

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, September 14th, 2017, as seen on the Engineering Society website.

Moved by: Alexander "I'm getting better at word!" Clifford
Seconded by: Jamil "Barely" Pirani

Motion 2

Whereas: Some things happened last council;
& whereas: we need to approve them;

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of Thursday September 14th, 2017, as seen on the Engineering Society website.

Moved by: Alexander "Wait a second" Clifford
Seconded by: Leah "I only wait minutes" Bourque

Motion 3

Whereas: The Society has money;
& whereas: we need to decide how we want to spend it;

BE IT RESOLVED THAT:

Council approve the Operating Budget for the 2017-2018 year as seen in APPENDIX "MONAYYY".

Moved by: Sarah "Finance?" Rodin
Seconded by: Jill "More like fun-ance!" Reid

Motion 4

Whereas: EngLinks is getting kinda big;
& whereas: they should have their own budget;

BE IT RESOLVED THAT:

Council approve the EngLinks Operating Budget for the 2017-2018 year as seen in APPENDIX "ENGLINKS".

Moved by: Jill "Good at her job" Reid
Seconded by: Monica "A little too good" Cowper

Motion 5

Whereas: External Communications are important;
& whereas: it is important to have first year input;

BE IT RESOLVED THAT:

Council elect the first-year students _____ & _____ to sit on the Committee on External Communications for the 2016-2017 term.

Moved by: Nat "ex-turn up communications" Wong
Seconded by: Julianna "stop immediately" Jeans

Executive Reports

President – Nathaniel Wong

president@engsoc.queensu.ca

Greetings Friends,

Undergraduate Orientation Review Working Group

- Started a small task force from Advisory Board level to help prepare resources for the Working Group Meetings
 - o This task force is also helping me with planning for next year's week with the day loss
 - o Composition includes:
 - 3 Exec
 - Matt Whittle: current Orientation Chair
 - Callen Hageman: Chair of the Task Force, member of Board, and previous ORT
 - Tyler Snook: Chair of the Board, and previous Logistics Coordinator on FC
 - Aidan Thirsk: current ORT
 - Will add new OC when hired
- First meeting was last Thursday:
 - o Introduction to the terms of reference and composition of the group
 - o Talked mostly about the methods of consultation and the consultation groups
- 2nd meeting this Wednesday:
 - o Hasn't happened as of writing this report so will provide update at Council

Hiring

- EngSoc Executive will be hiring Orientation Chair and SciFormal Convener this weekend
- Spent a significant amount of time marketing the positions and talking to interested candidates

Next 2 Weeks:

- Hiring SciFormal Convener and Orientation Chair this weekend
- Will be hiring Chief Frec and SciFormal Chairs the following weekend
- Sitting on the Orientation Review Working Group with Dean Deluzio

Cheers,
Nathaniel

VP (Operations) – Jill Reid

vpops@engsoc.queensu.ca

Hello Council!

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

- Put out fires such as the printer breaking
- Investigated for a new printer (999999% sure this is happening)
- Assisting business managers with their jobs to ensure our finances are staying organized!
- Finished budget
- Lots and lots of emails
- Imaginus – poster sale planning

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

- Getting new printer installed
- Finish setting up EngLinks new financial system.

Thanks to my 3 lovely directors for doing a great job and getting settled into their roles the last two weeks!

Kind Regards,
Jill Reid


VP (Student Affairs) – Julianna “JJ” Jeans

vpsa@engsoc.queensu.ca

Hello Everyone!

I hope school has been going well, here's what's been going on within my portfolio:

- First year elections have happened (which means we have first years at council now- YAY!)
- Planning with Leah for Dean's Wine and Cheese
- Met with our Lawyer
- Met with our publisher for yearbook, primer, and engenda
- More meetings!
- Wednesday September 27th we are hosting an interview workshop to help prepare people for our upcoming EngSoc interviews!



What's I'm excited for in the next few weeks:

- Hiring OC and Sci Formal convener with my two favourite EngSoc Exec
- Meeting with the AMS Sustainability Action fund committee

All the best,

JJ

Director Reports

Academics – Monica Cowper

academics@engsoc.queensu.ca

Hello Friends!

Hope everyone's had a good week! Here's what I've been up to lately:

- Helped EngLinks run their tutor training on Monday and Tuesday night (big shoutout to EngLinks for doing an incredible job!)
- Helped EngLinks run their first workshop (Another shout out to Sidney for a great workshop!)
- Met with the BED Fund team to go over the year and plan major events such as the Tea Room Idea Generation event
- Set up a time for the BED Fund Reps to all meet with the coordinators
- Set up a meeting time with Aphra to discuss changes to the first-year curriculum
- Working with Sophie Campbell (big shout out for her hard work!) to see if the BED Fund Endowment Fund is self-sustaining enough to cut opt in/opt out fees
- Submitted a FYPCO application for a little friend to help me run Engineering Academic Caucus' (EACs)! Yay.

Some things I'll be working on over the course of the next couple weeks:

- Continue investigating the BED Fund finances
- Meet with all the BED Fund Representatives next Monday night with the BED Fund Coordinator team
- Set up a Facebook account with all the Academic Representatives and begin planning a EAC
- Love my FYPCO

If you have any academics related questions please give me a shout!

Much Love,
Mon

Communications – Behshid Behrouzi

communications@engsoc.queensu.ca

Hello Council!

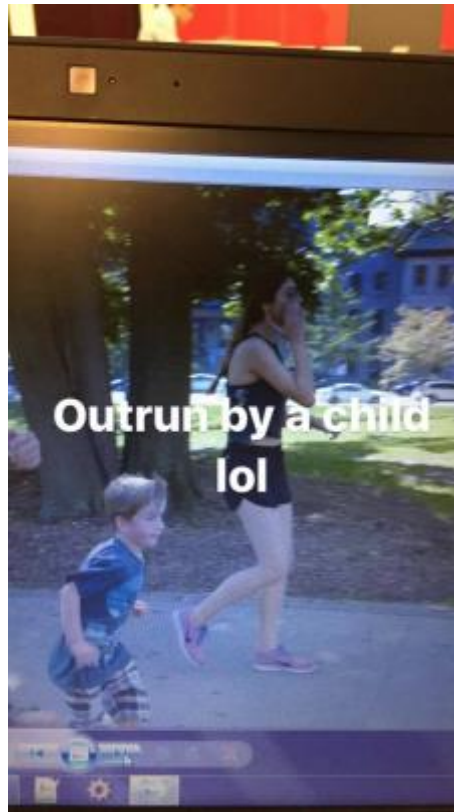
Things that you've been doing over the past two weeks:

- All Eng, TIFR
- More forms on the Communications website- you can now request to have a slide up on the Clark/ILC TVs
- Photo wall project in the student lounge has started this week
- Lots of graphic design requests- no teams yet!
- Applications for photography, videography and graphic design teams have gone up
- Applications for Internal Records Officer

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

- Moving all the forms to the new website
- Send out the All Eng
- Organise hiring for the Communications team
- Publicise photo wall project
- Post content for Humans of the ILC

Shoutout to Monica for saying that the AllEng was “sexy” it made me happy



The EngSoc Comm photographers got some meme worthy pics at Terry Fox and truly delivered.

Community Outreach – Jordan Pernari

outreach@engsoc.queensu.ca

Hi Council!

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

- Ran the annual Swab Drive with Canadian Blood Services, we had 136 people come and get swabbed!
- Talked with NxtSteps about potentially participating in their online video series;
- Received and approved hockey jersey proofs for the Youth Hockey Team we sponsor and requested team schedule;
- Met with the Kingston Canadian Blood Services manager to discuss the Engineering Society's continuing participation in the Partners for Life program;
- Spoke with a lot of Kingston community members about Fix n Clean;
- Worked with Fix n Clean Coordinators on anything and everything they needed help with.

Over the next two weeks I will be:

- Helping out with running Fix n Clean on September 30th and October 1st;
- Helping with ERC member hiring;
- Meeting with the faculty Outreach coordinator to discuss plans for the year;
- Working on developing more of a relationship with the youth hockey team we sponsor.

Fix n Clean is this weekend (September 30th and October 1st)! If you'd like to participate in this year's fall event, you can sign up at: <https://goo.gl/forms/JN8pCOBpYP6FpWiS2> .

Hope you've all had the chance to enjoy the extended summer weather,

Jordan

Conferences – Aidan Thirsk

conferences@engsoc.queensu.ca

Howdy y'all,

In the past two weeks...

- All of my conferences have been doing well
- There has been a big push on speakers and sponsors
- I have met with a few of the chairs for overall updates and plans
- Growth initiative and ratification forms are created
- Thinking of conferences that would be a good addition to EngSoc

In the next two weeks...

- I will be meeting with each of my conferences chairs to go over the plans for the semester and get updates on things from over the summer
- Second round of hiring will be taking place
- Attending taster/social events
- Groups will be signing contracts
- Getting updated ledgers for current balances
- Looking forward to my intern (FYPCO)

Other...

- Exec and Carson helped a lot getting the new forms approved and online, thank you

Rock on,

Aidan "apparently still gets sick" Thirsk

Doug the Pug of the week



Design – Oliver Austin

design@engsoc.queensu.ca

Hey Council,

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

- Planning a design team showcase night. September 25, 5:30pm -7pm in the atrium
- Throwing out junk in the design bay.
- Organize for an alumni to host a composites training workshop for design teams. Sept 29&30
- Editing logo designs for faculty design team jackets.
- Finalizing details for stewardship agreement meeting

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

- Run composites training workshop.
- Holding down the fort.
- Finalize design team jacket orders.

Have a great week everyone, below is a picture of me and Daddi Mclaughlin out on the town.

Oliver



Events – Leah Vignale
events@engsoc.queensu.ca

Hey There Council!

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

- Sent out first round of invites
- Got catering for Dean's Wine and Cheese
- Met with all chairs (weekly statics)
- Finalized the budget
- Did lots of check reqs.
- Completed the Terry Fox actuals
- Increased the helpful documentation on the 1-Drive (added information about various things like marketing strategies)
- Transitioned all chairs to Slack
- Got Festival of Carols Applications up
- Contacted CEO for bulk sweater order
- Reviewed/Shared events calendar
- Had the Terry Fox Run!

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

- Helping Movember, EngWeek and EngVents hire

- Continue weekly meetings
- Help Clare with two wellness events

This coming Wednesday will be the Wellness Events: Positive Note Sidewalk Chalk event! Come on out to write some positive notes to fellow students in front of the ILC!

Have a stellar week everyone,

Leah



Finance – Sarah Rodin

finance@engsoc.queensu.ca

Hi Council!

Here are several things I have done in the past 2 weeks:

- Deposits
- Transitioning Ryan and Charlotte (Financial Officers)
- Helping clubs and teams with financial inquiries

Here are several things I'll be working on in the next two weeks

- Going over long-term projects for Financial Officers
- Club/team/conference finance training session next weekend
- Setting up drive to make account information more accessible to groups
- Updating finance how-to document

Have a lovely rest of your week!

Sarah Rodin



First Year – Nick Dal Farra
firstyear@engsoc.queensu.ca

Hey there ya big babies!

Done and done-er:

- First Year Executive Elections
- Had a meeting with Ableson to discuss changes to the First Year Curriculum
- Prepared for FYPCO hiring with Emma Prairie. FYPCOs, here we come!
- Set up the Year Crest design competition with CEO
- Visited the Engineering Wellness Centre to get first hand experience there
- Had a fricken sick time at Jacket Council
- Sent out some substantial posts and email
- Found time to eat and sleep

Up and coming:

- Hire the FYPCOs
- Fit those first years and their swanky jackets
- Count Year Crest votes
- Turn 19
- Help with FYPCO assignments, organize FYPCO meetings with their mentors

Make sure to tell any first years you know to go to Jacket Council this Tuesday. Let people know about the Interview Workshop going on this Wednesday. See you around 😊

NICKOLAI CRISTOFORO del FARQUAD



Human Resources – Emily Wiersma

hr@engsoc.queensu.ca

Hello Council!

What I've Done:

- Putting applications up on EngSoc apply
- Answering questions about EngSoc apply
- Ran the fall Hiring Fair
- Met with Training Officers
- Ran interview workshop

What I've Got Going On:

- Working with Survey Gizmo team to renew subscription

- Meeting with HR team
- Updating EngSoc apply
- Planning fall training conference

It's been a busy September and hiring is starting soon so if you/anyone you know needs hiring training please contact me!

Emily

Information Technology – Carson Cook

doit@engsoc.queensu.ca

Yoyo Council,

Things done over the last 2 weeks:

- Working on connecting with IT/Software companies for events
- Working to make events to teach students how to do IT/Software interviews
- Getting a list of students interesting in the above opportunities
- Planning events for students
- Improving QLife
- Request dashboard design concept
- Promoting the IT positions for hiring

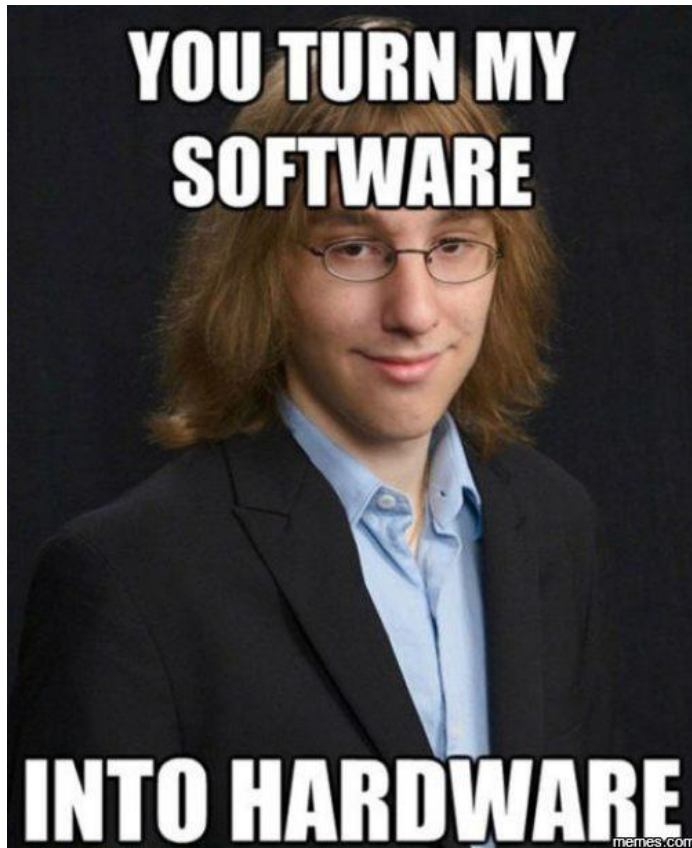
Things that you will be doing over the next two weeks:

- Meeting to discuss the request dashboard concept
- Continuing to work to connect with IT/Software companies
- Improving QLife
- Continuing to get a list of students interested in the IT opportunities
- Hiring IT positions

Thanks to Hannah and Sam on the PD team for their huge help with my IT/Software events!

Tell anyone interested in getting a summer IT/Software job to email me! I'll add them to my list!

Have a good two weeks,
Carson Cook



Internal Affairs – Alexander Clifford

iaffairs@engsoc.queensu.ca

Hey Council,

Been up to a fair amount these past few weeks:

- Had a booth at the involvement fair, and talked to a ton of people about IA positions, as well as Year Exec
- Ran Sci'21 Year Exec Elections on Saturday and First Year Section Rep Elections on Monday with the help of Nick, James, and JJ
- Printed new placards for the year
- Had Jacket Council
- Working on some ratifications that might come to future councils

Coming up:

- Going to be hiring for DRO in the near future

- Looking forward to getting a FYPCO
- Working on making a form to make motion submission more streamlined

All the best,

Alexander Clifford

Professional Development – Hannah Cameron
pd@engsoc.queensu.ca

Hi friends!

Over the past two weeks:

- Launched PD Connects
- Began company interviews for PD Connects
- Ran Consulting Night with QCA
- Worked on 10KCoffees with Advancement
- Ran Design Teams Night with Oliver

Next two weeks:

- Send out student and alumni invitations to 10KCoffees
- Finish adding content to website
- Work on ASHRAE event with design teams



Thanks for listening!
Hannah

Services – Cody McLaughlin

services@engsoc.queensu.ca

Past Week

- Had static meetings with all services
- All is going good as the managers adjust to their positions
- Many services are finished restocking supplies for semester (iCon especially)
- Managers aren't stressed
- TR is still figuring out sales tracker system
- TR is updating menu
- TR ritual went well, VERY BUSY
- SQ has done all their staff training
- SQ was at princess promenade, went well
- Computer exploded so I don't have notes for other Clark, GW and CEO (lololol)

Next Week

- iCon updating daily tasks, also working with eng links for rentable textbooks
- iCon want to begin developing a new website
- TR is updating their website
- TR Sustainability week begins Oct 4, woo
- TR Union street festival is coming up, want to do a Charitea (lolololol) and donate proceeds to charity
- TR may have another training session in the future for a refresher on the POS
- SQ is looking to have design teams come in for interactive presentations (hi oliver)
- SQ contacted boys and girls club as well as girls inc to do sessions with them
- Computer is still a crater so I don't have notes for other services :'(
- However jacket fitting is next weekend and I will be helping with that

Thanks for listening! Hope you all have a great week.

Here's a picture of my dad.



mmmmmmmmmm