

###### Council Minutes

Thursday, September 28th, 2017

6:00pm, Dunning Hall 27

Speaker: Jamil Pirani

Secretary: Leah Bourque



*Council begins, 6:pm.*

# I. ATTENDANCE

Jamil Pirani: I would like to acknowledge that Queen’s sits on traditional Haudenosaunee and Anishinaabe territory.

# II. ADOPTION OF THE AGENDA

##### 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 Clifford

Seconded by: Jamil Pirani

***Motion passes, 6:pm* (28, 0, 0).**

# III. Adoption of the Minutes

##### 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 Clifford

Seconded by: Leah Bourque

***Motion passes, 6:pm* (24, 0, 0).**

# IV. Speaker’s Business

Jamil Pirani: We will be running through budget motions this Council. You may have your laptops open when we are going over budget, but other than that refrain from having your laptop open. Let’s get this council going.

# V. BREAK

*Council breaks, 6:pm.*

*Council resumes, 6:pm.*

# VI. New Business: Motions 3-5

##### 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 Rodin

Seconded by: Jill Reid

Julianna Jeans: Dean is giving us the money this year.

Alexander Toulany: Could you give some clarification for the budget about the rent payments?

Jill Reid: The rent change is for Clark Hall Pub for the bar, and the offices. We collect rent back from the services. Also, Imaginus gave us a donation for helping them coordinate the poster sale.

Ryan Cattrysse: What are the day trips planned for the community? Which community organizations are those day trips for? How did you choose? For the EngSoc budget, is that things being purchased from the bed fund? Why does that come from our fund?

Jordan Pernari: It’s a theme that was already encountered at the beginning of the year. The Humane Society is always looking for builders, and people to help fix fencing. The food bank is also interested. The goal is to send people to help.

Monica Cowper: We don’t have bed fund purchases under the bed fund. Certain disciplines donate, and the money stays within that discipline fund. If we didn’t do it that way, there would be confusion for who we take money from.

Felix LeClair: Under the elections budget in internal affairs, I see there isn’t a chair budget. Last year it was forgotten.

Julianna Jeans: We book Room 313, and use the chairs in there. You don’t need permission.

Alexander Clifford: It’s absorbed into the equipment rental line.

Natalia: In the operating expenses in the summary tab, it says there’s $950 on shredding.

Jill Reid: It costs roughly $70/month to have the shredder there. It’s not cheap.

Connor Kapahi: Under the design tab, it says improvements to design. Does it mean replacing or buying new things? Why are we buying new stuff?

Julianna Jeans: We’re lacking space in the ILC with regards to rooms for design teams. The director of design is trying to make the Bay more usable for teams. Groups can use the Bay to work in.

Professional Development: There’s money allocated for alumni travel, and gifts for alumni. The First Year Conference is budgeted under the Director of First Year. There’s a chance we could’ve budgeted things in two places.

Nat Wong: That’s possible. If so, we can take one out.

Shannon Dickson: The Professional Development budget saying gifts may be the same thing.

Hannah Cameron: There’s an alumni panel at FYC, which is separate from speakers. It’s for the panel.

Benji Christie: Most transition dinners are $30, but the budget says $35. That may create trouble with managers.

Behshid Behrouzi: They’re putting in so much work, and not getting paid during the year. We hope other teams will understand.

Julianna Jeans: We have made that change. Behshid only has 4 managers, and other appreciation dinners have so much more.

Shannon Dickson: Under the summary tab, there are values missing from last year’s actuals.

Jill Reid: It’ll take about 2 months to find all the actuals. I could find a general idea, and base the budget more off of the cost of things. There’s a few accounting errors, and issues with finding proper actuals.

Kodie Becker: For Adobe, it’s $19 in US dollars, it should be $24 in Canadian.

Ryan Cattrysse: FYC total is around $10,000, which is more than it has been in the last few years. Are you working towards gaining more sponsorship? Does the budget include expected sponsorships? Will sponsorships be added to the bottom line total?

Nat Wong: I don’t believe it includes sponsorship. It balances out on the bottom line.

Sarah Rodin: Everyone did a good job putting it together.

Gwen Gorman: I’m the former Sci ’19 rep. I’ve been really involved for the past few years, but I’ve decided to switch out of engineering.

Kodie Becker: Gwen has done amazing work.

**Motion Passes: pm (26, 0, 3)**

Abstentions: Julianna Jeans, Jill Reid, Nathaniel Wong

##### 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 Reid

Seconded by: Monica Cowper

Cameron Young: Thank you for the opportunity to speak about what the University Rector does, and my objectives for the upcoming year. We have an election coming up. If you have any questions, feel free to ask. The University Rector is the third office from the University. It’s quite an important position, established in 1913 to represent students on the board of trustees. You are being a leader and a servant. The position focuses on support for students, such as personal support with respect to mental health. It’s about providing resources on campus for mental health and sexual violence. You have a knowledge of things that can be done for students. There’s a focus on sexual violence education and prevention on campus. It’s also about bringing together groups and clubs. This is done through student health and wellness resource training. We want to ensure that we all receive the same training. The question is can admin do the same thing as others? There’s education around consent, and focusing on what student fees and bursaries we need to look at. Students are beginning to use food banks, and engineering has one of the greatest number of international students. There’s diversity and we need to make sure there’s inclusion. Last year, with the racist party, Queen’s is not immune to racism on campus. What we do and how we approach these situations is very important to focus on. We want to celebrate Queen’s spirit. This position has been a great opportunity. I get the opportunity to speak to you all, and shake the hands of my peers as they graduated. Out of my office is the Agnes Benedictus award. It is given to any student at Queen’s for leadership, character, and service. It looks at things outside of the classroom, but is not excluding those aspects. Consider someone who would be deserving of this award, and nominate them. The nominations are due on December 23rd. There’s also opportunities to connect with alumni. Engineers have the best alumni connection out of all faculties. I hope that continues moving forward. I’ve enjoyed every moment of this position. I’d highly encourage anyone to consider running. You have the opportunity of changing the institution for students who are going to come here in future years. You have the chance to leave a mark.

Cooper Midroni: When was the last time there was an engineering rector?

Cameron Young: I don’t know if it’s been in recent history. That might date back to the 1990’s.

Aidan Thirsk: How do you nominate people?

Cameron Young: A package will be released. I’ll put it on my Facebook page. It will be released completely on October 23rd, but if you ask for it, I can provide the document earlier. It is a word document, and you just fill it in. The primary nominator must write a letter, and you have a limit of up to 6 other letters, with a minimum of 3.

Ryan Cattrysse: You’re advocating for a lot of things, and they’re all things the AMS already does. What resources do you have available to do these things? Do you work with the AMS? What are some examples of what you’ve done?

Cameron Young: For resources, the Office of the Rector has a budget of $3,000. I primarily focus on the flag that hangs in the JDUC, and is signed by first years. I give a lot to groups looking for funding. I work closely with the SGPS and AMS executives. I work with faculty societies as well. I hold regular meetings with SGPS, and the VPUA of the AMS. For an example, I was provided the opportunity of putting together the training toolbox, and putting it towards faculty societies so they understand what training is available on campus. I conducted an analysis on what is currently being offered. Hopefully, I can gather more information. If student leaders are receiving most of the training, that’s great, but how come admin isn’t doing the same? I want to create a cultural change. I’ve worked on developing a consent campaign, and bystander intervention awareness. Students have been trained in that, and I’m hoping to expand that.

Jamil Pirani: How can they reach you if they have any more questions?

Cameron Young: Email and Facebook.

Jill Reid: EngLinks is getting a bit large. We are trying to separate and model them as a service rather than keeping them within the society.

Monica Cowper: EngLinks should be separated because the budget was a ton of work to write up. They have head managers to do that. I’ve been acting as one of the managers of the team. Now that EngLinks has grown, my involvement cannot be that of one of the head managers. By them having their own budget, the Director of Academics can better manage EngLinks next year.

Alexander Toulany: The budget expects a 2017-18 surplus. What is the plan with that extra money?

Jill Reid: It’s because we want to separate EngLinks out. In order to sustain themselves, they will need a surplus. They finished setting up their own bank account. It doesn’t make sense for expenses and revenue to be under Monica. We want to make sure they are sustaining themselves in the future, and money there for taking on a larger project.

Monica Cowper: EngLinks does have a business manager this year.

Ryan Cattrysse: Along with the surplus, is it fair to charge a premium this year as a service? There’s a capital fund that allocates money to services when they need it. We don’t have to charge that kind of premium.

Jill Reid: It’s in the plans to put them into the capital fund. We have to write the policy to separate them out, and then the surplus will go into that fund, and they will have a set limit. It doesn’t make sense to take out of the capital fund right now. In the capital fund, it’s all of the services, and if they make money or lose money, they get set to a certain amount. That’s for the next year, so it doesn’t cause problems. If there are big ideas, the capital fund is available.

Ryan Cattrysse: For EngServe, does it only apply to services? Do other things that are not under our policy get charged to EngServe?

Jill Reid: The main reason is because they have their own set of books. There are big costs for that. They are using service space in the safe so they can have their own deposits. We’re charging them at cost. Rather than going through the printer log, I will charge them monthly. That’s where EngServe comes from. It comes out of our salary. Theirs is by far the lowest. It’s similar to SciFormal and Frosh Week.

I have to leave for an interview. My proxy will be Aidan Thirsk.

Ryan Cattrysse: For giving it EngServe, and moving it out of the academic’s budget, do you plan to have motions and policies?

Julianna Jeans: We wanted to do that, but we couldn’t because of the timing of budgets. We are moving them to a service, and the advisory board will oversee them. We figured out actuals from last year, but it wasn’t until this summer, so weren’t able to make changes as soon as we had liked.

Jill Reid: Ask me or Monica if you have any questions.

**Motion passes, 7:12pm (25, 1, 3)**

**Abstentions: Julianna Jeans, Jill Reid, Nathaniel Wong**

##### Motion 5

Whereas: External Communications are important;

& whereas: it is important to have first year input;

BE IT RESOLVED THAT

 Council elects the first-year students Chas Meadows & Matt Julseth to sit on the Committee of External Communications for the 2017-2018 term.

Moved by: Nat Wong

Seconded by: Julianna Jeans

Nat Wong: The external communications committee is looking for first year input. They do a variety of things depending on the year. Last year, the goal was to look into the involvement with CF.

Christina Bisol: What is the time commitment?

Nat Wong: We met once a month for a couple hours. We haven’t decided topic-wise what they’re doing this year. It’s up to you guys.

Alexander Toulany: How many people can be on the committee?

Callen Hageman: There can be 2 first years. There are 3 upper years, and 2 first year members.

Natalia: Last week, we elected 7.

Jamil Pirani: We’ll stick with two, and add in a later motion if necessary.

Alexander Clifford: It’s a minimum of 2.

Nathan Smith: I would love to be a member of the external communications committee. It’s a great opportunity to be more involved in the engineering community.

Andrew V: I am a very hard worker, and I’d be very interested in being a part of the external communications committee. I have taken every opportunity I could to be involved.

Matt Julseth: I am interested in this position, and have experience in external relations from my high school.

Andrew Farley: I like communicating, and I think I could be great at this position.

Chas Meadows: I’m a very sociable guy. I held this position in high school, and went to various conferences. I’d like to be involved, and it’s another way to continue that effort.

Claire: I’m thankful to be nominated, and eager to find out more about the committee.

Christina Bisol: I’d love to be more involved.

Ryan Cattrysse: What values are the most important to Queen’s Engineering? How would you convey?

Matt Julseth: Queen’s and engineering doesn’t have the most amazing reputation. I think continuing to do outreach programs, and activities would be better our reputation.

Andrew V: I think the most important thing is to help people try to achieve more. Queen’s students have other student’s backs. I want to be able to help other schools feel that.

Chas Meadows: I think work ethic is important. In community outreach, we could work hard to show that we’re doing a good job.

Claire: I think community is very important, and it’s important to show the community we have developed here.

Christina Bisol: Time management, community, and teamwork are the most important. I appreciate how you have helped us get involved.

Nathan Smith: I think initiative is a key factor. It’s important to get involved, and you have to take initiative to do so. We should show that we have a strong work ethic. Queen’s engineering isn’t easy.

Andrew Farley: We have a strong sense of family and community. That needs to be brought to other communities. People at other schools may not feel that.

**Motion passes, 7:32pm (25, 0, 2)**

**Abstentions: Matt Julseth, Chas Meadows**

# VII. Executive reports

##### i) President

Nat Wong: We had a working group meeting for the engineering review board. It’s a University undergraduate working group about investigating orientation across schools. Dean Deluzio and I are sitting in as Engineering representatives. They started a board level advisory committee. We had our second meeting today. Other people on the committee don’t know what orientation is, so we did presentations on the week. We’ve extended certain applications, and we’re beginning interviews on Sunday. SciFormal has been going well.

*Council sings the engineering hymn.*

##### II) Vice president of operations

Jill Reid: We’re getting a new printer hopefully within the week. We’ve updated the investments portfolio. I met with the wealth manager. Instead of a 0.5% return rate, he got us a 3% return. We decided to go forward with that. Around $50,000 has been moved from the main account into the investment account. I took a number that I thought was accurate.

##### III) vice president of student affairs

Julianna Jeans: Jay and I met with our lawyer to go over contracts. Most of the disciplines have signed their contract. People publish the yearbook and agenda. I met with the legal staff of the University for event sanctioning.

# Viii. Director Reports

##### i) Academics

Monica Cowper: Let me know if you have any questions.

##### ii) Communications

Behshid Behrouzi: We’re going to be hiring a new position titled Social Media Manager. They will overlook the media, and make sure Facebook requests are going through, and Twitter is being maintained.

##### iiI) Community outreach

Jordan Pernari: Fix n’ Clean is this weekend. We’re proud of our coordinators. They’ve been in the newspaper, and on radio shows.

##### iv) conferences

Aidan Thirsk: No additions.

##### v) Design

Julianna Jeans: We had meetings with the captains of the design teams. They’re signing contacts for using space within buildings such as the ILC and discipline buildings. The design showcase went well.

##### vi) Events

Leah Vignale: Terry Fox went amazing. North of $6,000 was raised. We had our first wellness event involving positive message sidewalk chalk. Movember and EngWeek applications have been extended.

##### vii) Finance

Sarah Rodin: I’ve had a lot of emails, and I’ve been tracking the training session on Sunday.

##### viii) First Year

Nat Wong: Everything is going well. Jacket fitting is this weekend.

##### ix) Human Resources

Emily Wiersma: We had the interview workshop. EngSoc apply has a few glitches. Some positions are listed as full time. Hiring is starting. If anyone needs hiring training, let me know.

##### x) Information Technology

Carson Cook: Applications for IT outreach coordinator have been extended to Friday night. I’ve been fixing up the servers, and taking websites that were unused off them. I’m still looking for people interested in IT events. Also, download QLife. IT’s the Android version of QTap.

##### xi) Internal Affairs

Alexander Clifford: Nothing to add.

##### xii) Professional Development

Hannah Cameron: I’ve been working on 10K Coffees.

##### xiii) Services

Cody McLaughlin: If you have any questions, ask me. Volunteers for jacket fitting are needed.

# Ix. Question Period for ED team

Ryan Cattrysse: With charging a surcharge on EngLinks this year to make sure its viable, is there a bursary for students who can’t afford that surcharge?

Monica Cowper: EngLinks isn’t supposed to return a profit for the workshops. Students pay the tutor, and cover the costs of the workbooks. If they didn’t have the money, they could get the online workbook. I can look at the potential for supplying bursaries. However, resources are available.

Felix LeClair: Are there updates on the Dash timeline?

Carson Cook: ITS is slow. We’re waiting for them to implement login.

Natalia: What are you doing with 10K Coffees?

Hannah Cameron: It’s an online platform for connecting with alumni. It’s a pretty big cost of about $12,000. Mentorship is valuable. Students get matched with a mentor, and follow them throughout their years at Queen’s.

Ryan Cattrysse: You said you would look into a bursary. When can we expect any results?

Monica Cowper: If you think it’s reasonable, we can have further discussion about implanting it.

Julianna Jeans: That’s not really part of Monica’s portfolio. We will be electing members at next council that can deal with that. There are people working on new bursaries. It’s a great thing to get involved in. Directors don’t handle the bursaries, except for conferences.

# X. Faculty Board Report

Noah Ifergan: We passed a motion for undergraduates in mining technologies. It’s going to senate. They first year curriculum is going well.

# Xi. Alma Mater Society Report

Sam Roper: We voted in a lot of people. The new VPOPS was ratified.

Ryan Cattrysse: They changed the policy for electing a speaker for the AMS. You have to submit applications beforehand. Last year, there was a speaker candidate who many students may have disapproved of. There’s now a larger process for AMS speakers. The position is representing the entire student body. This has made the position more legitimate and the individual will be representing us better.

# XII. Senate Report

No update.

# XIII. Engineering Review Board Report

Shannon Dickson: We need to hire 4 people. If you know people interested in making sure the policy is reasonable, tell them to look on EngSoc apply.

# XIV. Advisory Board Report

Tyler Snook: Things went pretty well. There was lots of helpful discussion. We’re going to look at issues within services, and look at how we look at finances.

Julianna Jeans: Applications are up on EngSoc apply. We’re electing people for inclusivity next council.

# XV. Club Reports

##### I) geological

Sterling Mitchell: Projects are getting started. We had workshops for 2nd year courses. We organized intramurals, and are working on the Facebook page.

##### ii) chem eng chem

Adam Miculis: We’re finalizing merchandise orders, and have intramurals going on. There’s a Chem Eng conference in Alberta, with 21 students going.

##### iii) Apple Math

Benji Christie: We have a social coming up this weekend. We’ve been looking at the website, applemath.org. We’ve started working with alumni, and have made some merchandise orders.

##### iv) civil

Meg O’Hara: Civil trip is running again this year from January 11th to January 14th. It will be to Chicago. We’ve joined with mining to do a wine and cheese. We’re currently in debt with EngSoc, and we will try to pay it off entirely this year.

# XVI. Year Reports

##### I) Sci’18

Alexander Toulany: Loralyn is away. We had our first meeting to get things started again. We have ideas for year merchandise. Rachel is working on the yearbook. Send in photos if you have any.

Lauren: We’re host an Underground night for homecoming.

##### II) Sci’19

Kodie Becker: We had our meeting last Friday, and have plans for merchandise. There are events planned for Sci ‘19. Our throwback night idea was stolen from the Underground. The website is down.

##### III) Sci’20

Cooper Midroni: We had a successful year BBQ, and are looking at other events we can host. We are looking into having more student recognition through the Facebook page.

##### IV) Sci’21

Nathan Smith: I had my meeting with Cliff. We discussed the logistics of council. I attended jacket council, and we’ve been helping out with jacket fittings. We will be organizing a meeting for next week.

# XVII. Statements and Questions by Members

Alexander Toulany: What is going on in the first floor of Dupuis?

Noah Ifergan: It’s a teaching and learning lab. It’s new, and put into place by the faculty.

Julianna Jeans: They’re trying to teach professors to use the technology that is available to them. There’s IT support for using OnQ. They’ve asked us to publicize it more.

Matt Whittle: A fair amount of money and time has been invested into the space. Professional, and quality videos can be made. There is technology available for live lecture content.

##### Motion to Close:

Moved by: Cooper Midroni

Seconded by: Lauren

**Motion Passes: 8:11pm (25, 0, 0)**