

# Council Meeting Agenda

Engineering Society of Queen's University Thursday, January 11<sup>th</sup>, 2018 7:00 pm, Dunning Hall 27

I.	Attendance		xi. Professional Development
II.	Adoption of the Agenda: Motion 1		xii. Services
III.	Adoption of the Minutes: Motion 2	X.	Question Period
IV.	Break	XI.	Faculty Board Report
V.	Speakers Business	XII.	Alma Mater Society Report
VI.	Presentations	XIII.	Senate Report
	i. JDUC Redevelopment	XIV.	Engineering Review Board Report
VII.	New Business: Motions [3-5]	XV.	Advisory Board Report
VIII.	Executive Reports	XVI.	Equity Officer Report
	i. President	XVII.	Club Reports (Happy)
	ii. VP (Operations)		i. Mechanical
	iii. VP (Student Affairs)		ii. ECE
IX.	Director Reports		iii. Eng Phys
	i. Communications		iv. Mining
	ii. Community Outreach	XVIII.	Year Reports
	iii. Conferences		i. Sci'18
	iv. Design		ii. Sci'19
	v. Events		iii. Sci'20
	vi. Finance		iv. Sci'21
	vii. First Year	XIX.	Statements and Questions by
	viii. Human Resources		Members
	ix. Information Technology	XX.	Discussion Period: Sustainability
	x. Internal Affairs		Officer

Speaker: Jamil Pirani Secretary: Libby Anderson

# **Motion List**

#### Motion 1

Whereas: It's the first council of the semester!

& whereas: we have things to discuss;

#### BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, January 11, 2018, as seen on the Engineering Society website.

Moved by: Alexander "snap back to reality" Clifford Seconded by: Jamil "oh, there goes gravity" 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, November 23, 2017, as seen on the Engineering Society website.

Moved by: Alexander "You're not Leah!" Clifford Seconded by: Libby "Sharp observation" Anderson

#### Motion 3

Whereas: This was discussed at length last year; & whereas: it never actually made it into bylaw;

#### BE IT RESOLVED THAT:

Council approves the changes to bylaw section 17 as seen in APPENDIX

AWARD.

Moved by: Taylor "I love it" Sawadsky

Seconded by: Alexander "It's ok I guess" Clifford

#### Motion 4

Whereas: The community outreach portfolio has grown quite a bit since its inception;

& whereas: it still has much more room to grow;

& whereas: some additional responsibilities could benefit the portfolio;

#### BE IT RESOLVED THAT:

Council approve the changes to policy section  $\beta$ , and bylaw sections 2 and 8 as seen in APPENDIX OUTREACH.

Moved by: Jordan "New Year" Pernari

Seconded by: Nathaniel "New Position Description" Wong

# **Executive Reports**

# President - Nathaniel Wong

# president@engsoc.queensu.ca

#### Hiring

Head of Water Team and Head of OTIS hiring was extended

#### Undergraduate Orientation Review Working Group

• Next meeting is on November 30th

#### Faculty RFP

• Involved with choosing a marketing firm to help reposition the Faculty

#### Sponsorship + Academics Caucus

- Sponsorship Caucus was on Nov.22nd
  - Was great, shared insight on reaching out to sponsors
- Academics Caucus was on Nov. 27th
  - Also great, was able to provide feedback on the current academic environment to Dean Frank

# Jacket Pickup and Slam

• Both went fairly smoothly, congrats to all the first years for receiving their jackets! Enjoy wearing them in the cold weather.

#### Over the break

- CFES Congress was last week, we had proxied our vote
- Tried to keep up with emails but nothing super exciting happened over the break

#### Next 2 Weeks

- Presenting at the PD + CIRQUE Networking Workshop on January 17th 6-8:30pm
- FYC this weekend
- Alumni Networking Summit the next weekend



# VP (Operations) – Jill Reid

#### vpops@engsoc.queensu.ca

#### Hello Council!

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

- Clark Bathroom is done!!!
- Transition Material (almost all done!)
- Special Events Insurance
- Transferring last set of books to QBO
- Sleeeeeeeeeeep

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

- Working finance manual with my FYPCO
- Finishing transition material

#### Kind Regards,

#### Jill Reid



#Me going into this term

## VP (Student Affairs) – Julianna "JJ" Jeans

#### vpsa@engsoc.queensu.ca

Hi Everyone!

Just a few updates from me over the break:

- Worked on the policy changes that came to this council
- Started the hiring calendar for this semester
- Enjoyed not being on Ontario during -20 weather

What's happening in the next few weeks:

- Working on elections with Cliff
- Meeting with the AMS to talk about sanctioning events for this semester
- Working on the Primer with Jeff
- Working on the Engenda with Sinead

If you would like to nominate someone you know for volunteer of the month for the month of January, submit a nominations here:

https://form.jotform.ca/engsocvpsa/volunteer-of-the-month-nominating-f

Hope you all had a lovely break

All the best,

JJ

# **Director Reports**

### <u>Communications - Behshid Behrouzi</u>

communications@engsoc.queensu.ca

Heya guys,

#### Working on:

- Requests
- Ongoing projects
- Delegating tasks

Besh



# **Conferences – Aidan Thirsk**

conferences@engsoc.queensu.ca

Howdy y'all.

In the past two weeks...

- All of my conferences have been doing well
- I am setting up plans for transition manuals and other logistical systems
- I have been working on a multi-year plan to move some EngSoc conferences to the fall to reduce winter congestion

In the next two weeks...

• QEC is this weekend! Go to it! It's only 5 dollars

- FYC is this weekend! Go to it if you're in first year
- Queen's Global Innovation Conference is Jan 19-21
- Queen's Space Conference AND Queen's Global Energy Conference are Jan 26-28
- Queen's Conference on Business and Technology AND Conference on Industry and Resources, Queen's University Engineering are Feb 2-4
- Commerce and Engineering Environmental Conference is March 2-4
- Continuing project plans and developing more cool ideas

Other...

Rock on,

Aidan "only 12 more weeks to go" Thirsk



# <u>Community Outreach - Jordan Pernari</u>

#### outreach@engsoc.queensu.ca

Hi Council!

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

- Worked with my FYPCO, Claire, on her project;
- Helped Fix n Clean Coordinators prepare for the winter event;
- Ran the November ExCommCom meeting;
- Sat in on the ESSCO November teleconference;
- Proxied our vote to McMaster for CFES Congress;
- Started work for winter volunteer day trips;
- Worked with McMaster on motions/decisions during CFES Congress;
- Attended the town hall about the JDUC reconstruction;
- Worked on ExCommComm information gathering and sent some emails.

#### Over the next two weeks I will be:

- Continuing to work with my FYPCO on her project;
- Meet with ERC to organize trip to watch one of our youth hockey team's games;
- Preparing for the January Blood Donation trip;
- Meeting with my Fix n Clean coordinators the winter event;
- Organize the next ExCommComm meeting;
- Continuing to plan the winter volunteering day trips.

The Blood Donation trip this month is on Tuesday January 23<sup>rd</sup>, if you're interested in donating please email or message me for more details!

Hope everyone had a wonderful and relaxing break!

Jordan

# **Design – Oliver Austin**

design@engsoc.queensu.ca

Hey Council,

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

- Chillin
- Space allocation evaluation criteria

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

- Organizing second first aid training sesh
- Holding down the fort.
- Meeting with a few groups about temporary use of the design bay.
- Quantifying space allocation evaluation criteria

Have a great week everyone! Oliver

# **Events – Leah Vignale**

events@engsoc.queensu.ca

Hey Folx!

Things that I have been doing:

- Continue increasing documentation
- Continue meeting with and supporting Chairs
- Helped with Wellness Event: Cookie Pick-Me Up
- Helped with Movember: Ritual BBQ
- Helped with Movember: Crossfit
- Helped with Festival of Carols
- Helped with Wellness: Candy Grams
- Helped with Wellness: Lego and Hot Chocolate
- Helped with Movember: Grab n' Go Breakfast
- Helped with EngVents: Chutes and Lattes
- Helped with Movember: Honey Runners Concert at Ale

Things I will be doing over the next 2 Weeks:

- Helping with all EngWeek Events!!!
- Continue to increase documentation
- Have Statics with Wellness and EngVents
- Work on Transition Material
- Wrap Up First Semester Events

Have a stellar week everyone,

Leah

#### Finance - Sarah Rodin

#### finance@engsoc.queensu.ca

Hi Council!

Here are several things I have done since last council:

- Deposits!
- Cashboxes!
- Tickera sales!
- Helped clubs and teams with financial inquiries
- Month-end updates to bookkeepers
- Working on mid-year budget actuals

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

- Transition material
- (Hopefully) using Quickbooks

Have a lovely rest of your week!

Sarah Rodin

# <u>First Year – Nick Dal Farra</u>

firstyear@engsoc.queensu.ca

S'gucci council,

Things that ya boi's been doing over the past two wizzles:

- Making final preparations for the First Year Conference
- Helping boot up the FYPCO program and First Year Exec for the new semester
- Advertising FREC Hiring Info nights

Things that ya boi will be doing over the next two wizzles:

- The First Year Conference
- Going to Alum Networking Summit
- Transition Manual
- Figuring out what else I should be doing

I don't think any of them are here, but the First Year Conference Committee have been doing great work and it everything is coming together. Nice work!

### Mic Drop,

### Nicky Smalls



# <u>Human Resources - Emily Wiersma</u>

hr@engsoc.queensu.ca

Hello Council!

#### What I've Done:

- Putting applications up on EngSoc apply
- Answering questions about EngSoc apply
- FC hiring training
- Services surveys gone out

# What I've Got Going On:

- Meeting with HR team
- Updating EngSoc apply
- Planning this semester's HR events

Hope everyone enjoyed their winter break!

**Emily** 

# <u>Information Technology - Carson Cook</u>

# doit@engsoc.queensu.ca

Hey Council,

Things done since last council:

- HUGE QLife improvements
- Working with OPS to have a networking event
- Working with SciFormal to develop a ticket purchasing platform
- Researching project management tools use Trello!
- Researching ticket sales platforms and optimizations
- Coding help with ELEC 278
- Bash script improvement for load balancer SSL configurations
- Ramping back up with my IT peeps
- Brainstorming/documenting projects to be done

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

- Meeting with FYPCO to continue requests portal project
- ESSDev meeting, ramping back up
- ISAT-SAC meeting with ESSDev projects featured
- Starting work on a C++/OOP workshop

Download QLife!

Have a good two weeks,

Carson Cook

my ultimate goal is for my kids to be like "wow dad really leves mom"

# Can write a mergesort without Crying

# Internal Affairs - Alexander Clifford

iaffairs@engsoc.queensu.ca

Hey Council,

I've been up to a lot in relation to:

- Banquet
- Elections
- Updating documents

# Some important dates:

- Nomination period end date: 5:30pm on January 17th 2018
- Campaigning start date: January 22<sup>nd</sup> 2018
- Vice-presidential debates: January  $23^{\rm rd}$  2018
- Presidential and senator debates: January 24th 2018
- Campaigning end date: January 28th 2018

Have a great semester,

Alexander

# <u>Professional Development – Hannah Cameron</u>

# pd@engsoc.queensu.ca

#### Hi friends!

#### Over the break:

- Alumni Networking Summit
- Walk through of the CISCO Toronto Innovation Centre + planned logistics
- Sold tickets online and in the atrium
- Finalized the minute-by-minute breakdown
- Confirmed speakers
- Planned pre-event networking workshop with CIRQUE
- Created FYC presentations for Networking and Job Hunting, and Resume and Cover Letter workshops
- Started planning Breaking Barriers focus group with Ontario Society of Professional Engineers
- Started planning Career Crash Course talks with professional recruiters to attend

#### Next two weeks – lots of events:

- January 13th & 14th: FYC workshops
- January 17th: Networking workshop open to all!
- January 20th: Alumni Networking Summit tickets on sale now!
- January 24th: Morrison-Hershfield information session
- January 25th: Professional Engineers of Ontario event

#### Thanks for listening!

#### Hannah

# Services - Cody McLaughlin

# services@engsoc.queensu.ca

### Hey Council

#### Last two weeks:

- Nothing, Christmas. Worked on transition

#### Next two weeks:

- Services are getting up and running for this semester
- Nothing special

# Cody