



THE ENGINEERING SOCIETY
OF QUEEN'S UNIVERSITY



Council Meeting Agenda

Engineering Society of Queen's University

Thursday, November 23, 2017

6:00 pm, Dunning Hall 27

- | | | | |
|-------|---|--------|-------------------------------------|
| I. | Attendance | x. | Internal Affairs |
| II. | Adoption of the Agenda: Motion 1 | xi. | Professional Development |
| III. | Adoption of the Minutes: Motion 2 | xii. | Services |
| IV. | Break | X. | Question Period |
| V. | Speakers Business | XI. | Faculty Board Report |
| VI. | Presentations | XII. | Alma Mater Society Report |
| | i. Dean's Introduction | XIII. | Senate Report |
| | ii. ORT Working Group | XIV. | Engineering Review Board Report |
| | iii. Conference on Diversity in Engineering | XV. | Advisory Board Report |
| VII. | New Business: Motions [3-6] | XVI. | Equity Officer Report |
| VIII. | Executive Reports | XVII. | Club Reports (Sunny) |
| | i. President | | i. ChemEngChem |
| | ii. VP (Operations) | | ii. Civil |
| | iii. VP (Student Affairs) | | iii. Apple Math |
| IX. | Director Reports | | iv. Geological |
| | i. Communications | XVIII. | Year Reports |
| | ii. Community Outreach | | i. Sci'18 |
| | iii. Conferences | | ii. Sci'19 |
| | iv. Design | | iii. Sci'20 |
| | v. Events | | iv. Sci'21 |
| | vi. Finance | XIX. | Statements and Questions by Members |
| | vii. First Year | XX. | Discussion Period: Outreach |
| | viii. Human Resources | | |
| | ix. Information Technology | | |

Speaker: Jamil Pirani
Secretary: Leah Bourque

Motion List



Motion 1

Whereas: We have a long winters night worth of stuff to discuss;
& whereas: let's get cozy!

BE IT RESOLVED THAT:

Council approve the agenda of the Council meeting of Thursday, November 23, 2017, as seen on the Engineering Society website.

Moved by: Alexander "So close to the break" Clifford
Seconded by: Jamil "Yet so far" Pirani

Motion 2

Whereas: Stuff happened last council;
& whereas: we wrote it all down;

BE IT RESOLVED THAT:

Council approve the minutes of the Council meeting of Thursday, November 9, 2017, as seen on the Engineering Society website.

Moved by: Alexander "Right?" Clifford
Seconded by: Leah "Write!" Bourque

Motion 3

Whereas: The campaign rules need to be updated;
& whereas: we've made some tweaks;

BE IT RESOLVED THAT:

Council approve the changes to the Candidate Rules of the 2018 Engineering Society General Election as seen in APPENDIX "NEWRULES"

Moved by: Alexander "One" Clifford
Seconded by: Jamil "Don't pick up the phone" Pirani



Motion 4

Whereas: Advisory Board has a new subcommittee focusing on Equity + Accessibility in the EngSoc services;
& whereas: A diverse perspective on the committee will make it more effective;

BE IT RESOLVED THAT:

Council elects _____ and _____ to the Advisory Board Subcommittee on Equity + Accessibility.

Moved by: Loralyn "More committee elections?" Blondin

Seconded by: Max "There should be a committee for that" Lindley-Peart

Motion 5

Whereas: The Agnes Benedickson Tricolour Award Selection Committee is being formed for this year;
& whereas: we need to elect someone from EngSoc to be on this committee;

BE IT RESOLVED THAT:

Council elects _____ to the Agnes Benedickson Tricolour Award Selection Committee.

Moved by: Nathaniel "Tri it out!" Wong

Seconded by: Julianna "Colour me confused?" Jeans

Motion 6

Whereas: We currently don't have protocol for some fringe ERB cases;
& whereas: we'd like to change that;

BE IT RESOLVED THAT: Council approves the changes made to policy section γ, as seen in APPENDIX "FRINGE".



Moved by: Emily "To ERB, or not to ERB" Wiersma

Seconded by: Alexander "That's the motion" Clifford

Executive Reports

President – Nathaniel Wong

president@engsoc.queensu.ca

Hiring

- Head of Water Team and Head of OTIS hiring is happening this week.

Undergraduate Orientation Review Working Group

- Next meeting is on November 30th
- University wide Town Halls are Nov. 22 and 27th. More info can be found on the Facebook event page: <https://www.facebook.com/events/1984501131763367/>.

Remembrance Day

- Attended the City of Kingston ceremony and placed the Engineering Society wreath
- Also attended the 5th Field company plinth unveiling

Sponsorship + Academics Caucus

- Both of my FYPCOs are running these caucuses
- Sponsorship Caucus is on Nov. 22nd and for design teams, conferences, and events to share resources and compile a sponsorship document for the entire society.
- Academics Caucus is scheduled for Nov. 27th and will host representatives from first year and each of the disciplines to talk about opportunities for academic improvement
 - o Associate Dean Frank will also be in attendance.

Other

- We had our 2nd Fall Open House which was significantly busier than the 1st that occurred a couple weekends ago
- Bruce Jameson, an alumni came back to finally receive his degree at this most recent convocation, a few ED members attended the reception after to congratulate him

Next 2 Weeks

- Most things are winding down because of exams



VP (Operations) – Jill Reid

vpops@engsoc.queensu.ca

Hello Council!

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

- Working on getting books updated for Board
- Insurance
- Transition Manual
- Lots and lots of emails

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

- Working with PPS on Clark bathroom
- Alarm system for Board Room
- Studying!!!

Kind Regards,

Jill Reid



#Me after getting my wisdom teeth out

VP (Student Affairs) – Julianna “JJ” Jeans

vpsa@engsoc.queensu.ca

Hello Folx!

Just a few updates from me over the last two weeks:

- Working with ASUS on their policies for joint Departmental clubs.
- Working with the AMS on event sanctioning
- Got the opportunity to go to the Conference on Diversity in Engineering. It was interesting getting to talk to some of the other executives from other universities. Talking to other schools not only allows us to help them, but it can prepare us for how we can handle different challenges that other EngSocs have already faced.

What's happening in the next few weeks:

- Matt and I will be picking the volunteer of the month soon! If you would like to nominate someone please fill out the form below:

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

- Meeting with the AMS Sustainability Action fund committee
 - This has been in my last 4 council reports. It still hasn't happened yet if you can believe it!

I hope you're all doing well! This is the home stretch, and I know you can all get through these last few weeks

Hope you all have an awesome weekend.

All the best,

JJ

Director Reports

Communications – Behshid Behrouzi

communications@engsoc.queensu.ca

Hello Council!

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

- First LinkedIn Headshots event- a success! 52 participants.
- Finished the Design Team Office Map
- Developed FYPCO project- collecting photos for an online portfolio
- TIFR, All Eng- the usual
- WiSE Brunch with Industry, QSET Teaser, Robogals, Git+C Workshop, Movember Kickoff photography coverage
- CEO and Clark posters
- Announced Fall Photography Contest winners
- Facebook posts and graphics

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

- FYPCO project development
- Canadian Conference for Undergraduate Women in Physics, Jacket Pickup
- Kick off Winter Photography Contest
- Edit Frosh Week video with the Videography Team
- Start planning the Elections campaign



PUGTATO!!!!

Besh

Community Outreach – Jordan Pernari

outreach@engsoc.queensu.ca

Hi Council!

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

- Worked with my FYPCO, Claire, on her project;
- Helped ERC build their float for the Santa Parade;
- Listened in on the CFES fall teleconference;
- Spoke with the regional CFES representative to get more info on CFES;
- Ran our second blood donation trip of the year;
- Attended CDE with Loralyn, Lauren, Leah and JJ;
- 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;
- Meeting with my Fix n Clean coordinators about their winter event;
- Running the next ExCommComm meeting;
- Starting to plan the winter volunteering day trips.

Hope everyone's semester ends on a high note next week!

Jordan

Conferences – Aidan Thirsk

conferences@engsoc.queensu.ca

Howdy y'all.

In the past two weeks...

- All my conferences have been doing well
- Growth initiative fund winners have been chosen (QSC and CIRQUE)
- There has been a big push on speakers and sponsors
- I have met with a few of the chairs for overall updates and plans
- I have met with my FYPCO about upcoming project for the semester
- 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
- Groups will be signing contracts
- Continuing project plans and developing more cool ideas

Other...

Rock on,

Aidan "counting the days till Mexico" 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:

- Met with FYPCO
- Planning First Roundtable

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

- Holding down the fort.
- Meeting with Matt Mills regarding Faculty & Design team promotional material
- Roundtable
- Planning First aid training

Have a great week everyone,
Oliver

Events – Leah Vignale

events@engsoc.queensu.ca

Hey Folx!

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

- Help with Wellness Events Cookie Giveaway
- Help with Movember BBQs
- Help with Movember Battle of the Bands
- Helped with Wellness Events Lego and Hot Chocolate
- Helped with Wellness Events: Wellness Passerby Quiz
- Helped with Wellness Events: EngChoir
- Helped with Movember: Trivia
- Helped with EngVents ILC escape room

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

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

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
- Giving people cashboxes
- Tickera sales
- Helped clubs and teams with financial inquiries
- Month-end updates to bookkeepers
- Setting up cheque scanner
-

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

- Working on projects with Financial Officers
- Looking into accounts with QFS
- Budget actuals

Have a lovely rest of your week!

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

Gang gang gang council,

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

- Ran a discipline night
- Made jacket purpling kits
- Helped to film the FYC My Cribs teaser video
- Advertised and came out to the FYC teaser event
- Ordered and gave out physics cookies
- Went on our first pod trip to the Engineering Wellness Center
- Met with Faith, training coordinator for the PSC, to secure training for the next DoFY

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

- Help my FYPCO get their project off the ground after recovering from a concussion
- Revamp my Spotify Playlist
- Finally meet the Engineering Counsellors upstairs in the ILC
- Help with the ongoing planning of the FYC
- Finalize Jacket Pickup and Jacket Slam logistics with Chaaaaz and Jay

Remember to hug a First Year today because they're awesome <3

Yours in skating fast,

Nicky Minaj



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
- Doing hiring training by request
- Services surveys going out
- Training conference
- Reviewed sci formal survey

What I've Got Going On:

- Meeting with HR team
- E/D peer review survey
- Updating EngSoc apply
- Planning hiring town hall (November 28, 5:30 – 7:30)

Emily

Information Technology – Carson Cook

doit@engsoc.queensu.ca

Yoyo Council,

Things done over the last 2 weeks:

- Organizing Taplytics talk and office hours
- Delivering the Git & C Workshop
- ESSDev is moving well
- Looking at D!bs functionality
- Working with ITSCs to automate cloud control panel things
- Coding help hours
- Requests dashboard moving along
- Improving QLife
- Finishing touches on the IBM sponsorship package

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

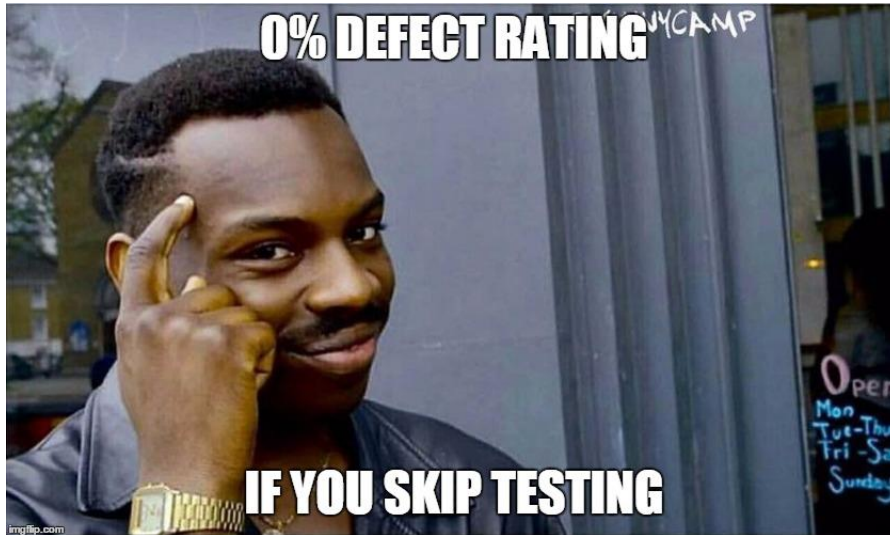
- Running ESSDev meeting this week
- Coding help hours

- Continuing work on the software projects
- Discussing D!bs

Download QLife!

Have a good two weeks,

Carson Cook



Internal Affairs – Alexander Clifford
iaffairs@engsoc.queensu.ca

Hey Council,

I've been meeting about:

- Banquet
- Elections
- Policy
- FYPCO stuff

Coming up the pipeline:

- More of the same excitement

All the best,

Alexander Clifford

Professional Development – Hannah Cameron

pd@engsoc.queensu.ca

Hi friends!

Over the past two weeks:

- Co-hosted Git + C Workshop with IT team
- Hosted Hatch Corporate Information Session on Infrastructure
- Made progress on Summit – early bird tickets scheduled to go out in Week 12
- Supported Taplytics event with IT team, Brian Frank and Innovate Queen's

Next two weeks:

- Meeting with new 'Innovation Society' to discuss collaboration opportunities
- Create industry event hosting guide
- Work on rebranding and logo design
- Review resumes

Just a reminder – Hatch application portal closes tomorrow!

Thanks for listening!

Hannah

Services – Cody McLaughlin

services@engsoc.queensu.ca

Hey council!

Past 2 Weeks

- Hired the SQ head director, Sarah Hatherly
- CEO is gearing up for Week 12 sale, everything is ordered
- TR was doing well in sales, usually north of 3000
- Clark is very busy with events. Doing well
- GW is consistent
- iCons are consistent

Next 2 Weeks

- Hiring SQ assistant directors
- CEO will have end of semester sale
- TR is doing teas for trees, wooo
- Clark is still busy with events, going to possibly do bachelor at Clark? Super fun
- GW is consistent
- iCons are consistent, possibly moving into Sterling starting next semester (fun)